CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE

2 June 2025

Fryern Pavilion 7.00 pm

PRESENT: Councillors Selby (Chair), Baker, Broadhurst, Child, Irish, Johnson and Kyrle.

In attendance: Hilary Blaker (Clerk) and Tomor Beqo (Facilities Manager)

Public Participation: There was one member of the public in attendance who raised no questions.

1. **APOLOGIES**
   Apologies were received and accepted from Cllrs Duguid and Pragnell.

2. **DECLARATIONS OF INTEREST**
   There were none declared.

3. **TO ACCEPT THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 28 APRIL 2025, AS APPROVED BY FULL COUNCIL ON 12 MAY 2025**
   Following proposal, seconding and on a show of hands these were ACCEPTED.

4. **TO RECEIVE THE COMPLIANCE (OPERATIONS) OFFICER'S AND FACILITIES MANAGER'S REPORTS:**

4.1. Update on PSS (Play Safe System)

EBC inspections are up to date and reported on a fortnightly basis. Urgent repairs are reported and actioned immediately.

Cllr Baker arrived to the meeting at 7.05pm

4.2. To note maintenance/contracted work undertaken/advisable

The Facilities Manager's report:

- **Grounds Maintenance:** All routine grounds maintenance activities have been carried out as expected for this time of year.
  Football pitch maintenance is currently underway. To date the pitches have been scarified, seeded, and top-dressed. The summer fertiliser will be applied upon completion of the maintenance programme to allow the newly sown seed time to establish when weather conditions are most appropriate.
- **Wildflower Meadows:** Protective fencing will remain in place until the flowers are fully established, in order to ensure their successful development and prevent damage. Sunflowers have been received from 4th Chandler's Ford Scouts, some of which have been planted within the wildflower bed at Hiltingbury. More to be planted out.
- **Maintenance Checks**: All scheduled maintenance checks have been completed at both Fryern and Hiltingbury, including routine water safety inspections and fire alarm system tests.
  The emergency lighting at Fryern underwent the required three-hour duration test, which identified a number of failed emergency lights around the building. Upon receipt of quote the lights will be replaced as necessary.
- **Hiltingbury Sportshall**: The Electrical Installation Condition Report (EICR) testing has been completed. Required every five years. A number of issues were identified. Predominately due to changes in electrical regulations since the original construction of the Sportshall.
  The necessary remedial works have been completed and EICR certificate due.

- **Fryern Trees**: Two additional willow trees have recently been planted at Fryern Recreation Ground. One within the play area and one sapling placed at the rear of the compound to replace a tree removed a few years ago. Both trees were received free of charge. The willow within the playground was donated by a resident.
- **Jubilee Gardens, Fryern**
  The box hedging has been treated at root level with a fish, blood and bone feed to provide a nutrient boost. Monitoring will continue for box tree moth. Looking ahead, it is anticipated that by next year, the hedges will be well-established enough to begin shaping and formal maintenance.
- **Allotments:** Both allotment sites are currently operating well, with no significant issues to report. Plot occupancy remains high, and general site conditions are satisfactory.
  The waiting list currently stands at approximately 80 applicants across both sites, reflecting continued strong demand.
  Recent road works outside Eagle Close allotments have resulted in the need for installation of bollards to mitigate parking issues where local businesses park their vehicles across allocated allotment parking area.
  A Fault with the water meter at Eagle Close has been reported to the water company. Over winter it was not possible to completely shut off the water supply to the site. This fault is registered as a non urgent level 3 issue.
  A leaning fence post located behind the Ramalley shed remains a concern. While this has been an ongoing issue, it will continue to be monitored for any further deterioration. Homeowner is aware waiting for a quote.
- **Machinery:** The Snapper mower (second mower for Eagle Close allotment), is still in for service and awaiting a parts. The rotavator previously sent for repairs was deemed uneconomical to repair. Following consultation with Eagle Close tenants a replacement will not be provided.
- **Play areas:** We have started painting the wooden fencing at Mead Road and Westmorland Way as part of our ongoing maintenance programme.
  Updates on Previous Issues:
  Suffolk Drive: Surface repair work has been completed. However, the results were unsatisfactory, and the contractor returned to rectify.
  Cox Road: The swing has now been successfully replaced by Infinity Playground.
  Hiltingbury Play Area: The trampoline has been repaired and is now back in action.
- **Tree Orchard – Fryern**: Officers recommendation to remove the fencing around the tree orchard. There have been repeated incidents of children attempting to retrieve footballs by either climbing over the fence or causing damage to the fencing.
  The fencing was originally intended to protect the young trees within the orchard; however, it is recognised that the risks of injury or harm outweigh the risk of damage to the trees. Suitable signage will be installed to promote the community fruit trees.
- Polish Memorial – asset transfer now complete, with maintenance guide received from artist. Neon sign has been added to asset register.

4.3. To note a report on incidents recorded and reported to the police.
No reported incidents. Local PCSO's were in attendance at the VE Day event and no trouble was reported.

5. TO RECEIVE AN UPDATE REPORT ON FRYERN PAVILION AND SPORTSHALL TRADING ETC:

Sportshall
Booking numbers were reported for April 2025 against bookings made in April 2024 with a notable increase in Studio 1 bookings. The organised pickleball sessions are down on previous year as it is noticeable that confidence in the sport is growing and so individual courts are being booked

throughout the week instead of participation within the organised sessions.
Recognition of the work by the Sportshall Team Leader (Andy Laws) and the team was made by Councillors.

Fryern Pavilion
Bookings continue to experience levels of fluctuation as demand for private bookings vary. Booking numbers for April 2025 were reported against bookings made in April 2024.

Trading reports were received and noted.

6. **TO REVIEW AND AGREE TERMS OF REFERENCE AND DELEGATION SCHEME APPLICABLE FOR ASSET MANAGEMENT COMMITTEE**
Following proposal, seconding and on a show of hands the Terms of Reference was agreed, with no significant change to the previous years' Scheme.

7. **TO CONSIDER AND APPROVE QUOTES AND APPOINT CONTRACTOR FOR REPAIRS TO SKATE RAMPS AT FRYERN AND HILTINGBURY RECREATION GROUNDS.**
Three quotes were presented along with references received. Following proposal, seconding and on a show of hands the Officers' recommendation to appoint Fearless Ramps was approved. The work instruction will now be issued.
Following a discussion about public's perceptions and maintenance needs of such amenities Councillors requested additional promotion of the works within future newsletters.

8. **TO FURTHER CONSIDER, AS REQUESTED BY FULL COUNCIL 12 MAY 2025, THE PROPOSED INCREASE TO TENNIS MEMBERSHIP FEES, TO TAKE EFFECT FROM 1 OCTOBER 2025, AND TO AGREE A RECOMMEDED PRICING STRUCTURE TO BE REFERRED BACK TO FULL COUNCIL.**
To further assess the proposed membership fee increase, Councillors were presented with additional information, including details of alternative local provision, current court usage, and options previously discussed by Full Council. Extensive discussion focused on balancing the goal of maintaining accessible community use with the need to ensure the courts are kept to the required standard, both now and in the future. Members were then invited to make a recommendation on the proposed fee changes. Following a proposal, a seconder, and a unanimous show of hands, it was agreed to recommend an increase in the annual household tennis membership fee to £20, and an increase in the access key card purchase cost to £15.

9. **MATTERS TO BE TAKEN FORWARD TO THE COMMITTEE'S NEXT AGENDA**
Pennine Way drainage works and a report on the repairs to the skate ramps.

10. **TO AGREE TO EXEMPT THE MEETING FROM PUBLIC ATTENDANCE UNDER PUBLIC BODIES (ACCESS TO MEETINGS) ACT 1960/C2 DUE TO CONFIDENTIAL NATURE OF ITEMS TO BE DISCUSSED**
Following proposal, seconding and on a show of hands it was agreed to exempt the meeting from public attendance.

a) Contracts
A report was received to support the proposed motion. Following proposal, seconding and on a show of hands the motion was agreed.

The next meeting was confirmed as Monday 21 July 2025**,** 7.00pm Fryern Pavilion.

That being the end of business the meeting was closed at 7.54pm.

Chair……