CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE
8 September 2025
Fryern Pavilion 7.00 pm

PRESENT: Councillors Selby (Chair), A Broadhurst, Child, Duguid and Johnson.

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

Public Participation: There were two members of the public in attendance. One requested confirmation of the maintenance schedule for the orchard following the recent sharing on social media.

The second member of the public enquired about the pending repairs to the Polish Memorial at Hiltingbury and sought clarification as to the date of the Councillor resignation. The Clerk advised that it was intended for the repairs to the Polish Memorial to be complete by the end of October and that a Councillor vacancy had arisen due to failure to attend in accordance with Local Government Act 1972 section 85(1).

1. **APOLOGIES**
   Apologies were received and accepted from Cllrs Kyrle and Pragnell. Cllr Baker did not attend. Following proposal, seconding and on a show of hands a special dispensation was granted to Cllr Pragnell for his attendance due to ill health. The dispensation extends until the next Full Council meeting to be held on 29 September 2025.

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

3. **TO APPROVE THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 21 JULY 2025.**
   Following proposal, seconding and on a show of hands these were approved. One member abstained as they had not attended the committee meeting.

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

   4.1. Update on PSS (Play Safe System)
   It was reported that the quality of the EBC inspections had deteriorated recently with an increasing number of mistakes and additional data. Whilst it was understood that the EBC inspector usually responsible had taken leave, the level of cover in his absence had not been to standard. Members expressed their dissatisfaction with the apparent issues with EBC reporting.

   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. All benches throughout the play areas have been jetwashed and treated with Danish oil.
   - **Football Pitch Maintenance** – Due to the dry weather it has not been appropriate to apply the summer fertilizer. The winter fertilizer will be applied instead, which will be more beneficial for the condition of the grass at this time of year. The pitches are currently not ready to be played on for the start of the new season, however this is being monitored.
   - **Wildflower Meadows:** Due to the dry weather, the wildflower meadows have not bloomed as anticipated. It is hoped that the recent rainfall will help but they will be monitored against the usual works schedule where the meadows are cut back in November.
   - **Building Maintenance**: All scheduled maintenance checks have been completed at both Fryern and Hiltingbury. Churches Fire & Security have completed fire extinguisher services at both sites, Fryern and Hiltingbury, including groundsman store and vehicles.

Dynamika Water Technology have completed the bi-annual water hygiene risk assessment across both sites. Certain works have been identified as a result including the replacement of TMV's within the Sportshall. A contractor quote has been received, and a second quote is being sought for comparison.

Fryern Pavilion: Works reported previously regarding the replacement of emergency lights have now been completed.

Hiltingbury Sportshall: The annual lift service reported previously as scheduled, has now been completed.

The updated EICR certificate confirming compliance has now been received following works undertaken as identified within the 5 year electrical inspection.

- **Trees**: Following concerns raised by homeowners at 3 and 4 Hillcrest Drive, a survey has been undertaken of an oak tree within Fryern recreation ground. The survey has confirmed that the tree is not a cause for concern.
  Following the loss of a significant oak bow at Pennine Way liaison has taken place between Officers and Network Rail. The Oak trees are on Network Rail land and will require extensive works, currently scheduled for October.
  Extensive tree works reported in the July committee meeting across Pennine, Fryern and Hiltingbury recreation grounds are scheduled for September.
- **Allotments:** Both allotment sites are currently operating well, with plot occupancy remaining high and general site conditions are satisfactory.
  One recent issue has occurred at Ramalley where it transpires a local, possibly vulnerable individual has been accessing the site with apparent 'good intentions'. The police are aware of the individual who poses no physical risk to tenants.
- **Skateparks:** Following the recent incident of fire damage on the refurbished skate ramp, a mobile cctv unit has been installed. The fire damage has been repaired, and the skate park is back to full use. The issue of smashed glass at the site continues to be an issue and cctv footage will be utilised in identifying culprits.
- **Play areas:**
  Mead Road: Cradle seat replaced due to wear and tear.
  Suffolk Drive: Following the removal of the basket swing off the bottom play area due to the swing bushes being damaged from excessive use, this has been rectified.
  Hiltingbury Play Area: Both gates at the play area are in need of mechanism replacements as they do not close securely. Contractor quote received and works will be carried out beginning of September. The fence around the play area required a repair due to vandalism.
  Fryern: Surface issues have arisen, and three quotes are being sought due to the value of the works required.
  A programme of painting works have taken place across the older equipment and fencing to rejuvenate the spaces.

4.3. To note a report on incidents recorded and reported to the police.

A report was provided detailing a recent meeting between the Clerk, Chair of Council and Inspector Mooge of Hampshire Police, in follow up to the unauthorised encampments. It was noted that further discussion would take place later in the meeting within agenda item 6.

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

Sportshall

Booking numbers were reported for August 2025 against bookings made in August 2024 with year-to-date information included.

Fryern Pavilion

Bookings continue to experience levels of fluctuation as demand for private bookings vary. Booking numbers for August 2025 were reported against bookings made in August 2024, with acknowledgment of the difference in bookings taken for the Craven room.

Trading reports were received and noted.

6. TO RECEIVE A REPORT DETAILING WORKS COMPLETED ACROSS PARISH COUNCIL OPEN SPACES SINCE UNAUTHORISED ENCAMPMENTS AT FRYERN RECREATION GROUND.

Members received a report regarding works undertaken by the Parish Council Grounds Team across Fryern and Hiltingbury recreation grounds, including photographs illustrating measures taken. Members acknowledged the challenges and the ever evolving efforts made by Travellers to gain access to sites across the Borough.

7. TO RECEIVE A REPORT ON DRAINAGE WORKS FOR PENNINE WAY RECREATION GROUND.

The drainage works at Pennine Way were reported to be nearing completion. Whilst the project was originally programmed to take two weeks, the additional challenges faced through the discovery of compacted concrete hardcore, oversized concrete rubble and other obvious construction waste were noted. The programme of works had been extended by three weeks with additional costs still to be quantified.

8. TO RECEIVE REPORT RELATING TO APPLICATION FOR PITCH MAINTENANCE GRANT FUNDING FROM HAMPSHIRE FA.

Thanks were given to Andy Laws, Sportshall Team Leader, for preparing and securing grant funding from Hampshire FA. This grant would be on a decreasing scale across a six year period and would be targeted towards pitch improvement works.

9. TO REVIEW AND PROPOSE EAR MARKED RESERVES RELATING TO PARISH ASSETS FOR CONSIDERATION IN THE 2026/27 BUDGET AS CONSIDERED BY THE POLICY AND FINANCE COMMITTEE.

Members received a presentation on the proposed redefinition of earmarked reserves across Parish assets. By providing clearer definition of each reserve, future project planning can be better supported, with improved consideration of forthcoming expenditure on assets such as the Sportshall and tennis courts. Members proposed, seconded and voted in favour of redefining the Ear Marked Reserves with focus on medium term project planning.

10. TO RECEIVE A REPORT DETAILING PROGRESS WITH ASSET TRANSFERS FROM EASTLEIGH BOROUGH COUNCIL AND TO AGREE NEXT ASSETS TO BE REQUESTED / DECLINED.

Following proposal, seconding and on a show of hands it was agreed that the Parish Council would request / decline the following assets –

To Request –

- Velmore Community Centre – building lease
- Ramalley Scout Hut – building lease
- Ramalley Guide Hut – building lease

To Decline –

- Fryern Hill – woodland adjacent to recreation ground – SINC (conservation site)
- Eagle Close – woodland adjacent to allotments. No public access, dense woodland, maintenance liability.
- North End Nature Park – nature of site, drainage works would be required for open space as well as liability for nature park. This asset extends into Fleming Park.
- Hiltingbury recreation ground – woodland and public footpath adjacent to recreation ground.
- Meon Crescent – amenity space with public footpath and responsibility for river and river banks including possibly the culvert.

To Request to enable further asset investigation –

- Pennine/Porteous/Claudius
- Westfield Crescent
- Polesden Close
- Adamson Road (Bunnyfields)
- Kerry Close
- Mayflower Close
- Templars Way Open Space

11. MATTERS TO BE TAKEN FORWARD TO THE COMMITTEE'S NEXT AGENDA

Members requested that wishes for a speedy recovery were recorded for Cllr Kyrle. Consideration for the future renaming of Mead Road playground was requested to recognise the contribution of the late Margaret Kyrle along with a review of the installed solar panels at Hiltingbury Sportshall.

The next meeting was confirmed as Monday 20 October 2025**,** 7.00pm at Fryern Pavilion.

That being the end of business the meeting was closed at 8.20pm.

Chair……