CHANDLER'S FORD PARISH COUNCIL - ASSET MANAGEMENT COMMITTEE
9 March 2026
Fryern Pavilion 7.00 pm

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

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

Public Participation: Two members of the public attended. One member of the public requested clarification regarding the Council's intention to charge for water at the allotment sites. The Clerk provided reassurance that charges would only be made following resolution of ongoing investigations. The member of the public also requested an allotment working group to be held during March. Reassurance was again provided.

1. **APOLOGIES**
   Councillors Baker, Johnson and Pragnell did not attend.

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

3. **TO APPROVE THE MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE OF 2 FEBRUARY 2025.**
   Following proposal, seconding and on a show of hands these were approved.

4. **TO RECEIVE AND NOTE THE COMPLIANCE (OPERATIONS) OFFICER'S REPORT INCLUDING ACCURACY OF EXTERNAL PLAYGROUND INSPECTION REGIMES.**
   The Compliance Officer's report was noted. Members noted the lack of playground inspection reports from Eastleigh Borough Council and two members offered to follow it up if necessary.

5. **TO RECEIVE THE FACILITIES MANAGER'S REPORT AND TO NOTE MAINTENANCE / CONTRACTED WORK UNDERTAKEN OR RECOMMENDED.**
   The Facilities Manager's report:
   - **Grounds Maintenance:** All routine grounds maintenance activities have been carried out as expected for this time of year. Due to poor weather several football matches have had to be cancelled due to condition of the pitches. Permitting play on waterlogged pitches would cause damage to the pitches. All possible grounds maintenance has been undertaken.
   - **Wildflower Meadows:** Preparation for the new season has begun across all three wildflower meadow areas, Hiltingbury, Fryern and Pennine Way. Rotavating was carried out promptly as soon as weather conditions allowed. The wildflower seed has now been ordered, and seeding will begin at the end of March / beginning of April, subject to suitable weather conditions.
   - **Building Maintenance**: Maintenance checks have been completed at both Fryern and Hiltingbury, including:
     - Fire alarm and water safety checks
     - Annual servicing for the intruder's alarm at groundman store has been completed 02/03/26
     - Routine fire alarm maintenance at Fryern completed 24/02/26
     - The air system service at Hiltingbury has been completed. The engineer recommended that the filters be replaced. This will be carried out in-house.
     - The water softener service in the Sports Hall has been completed.
     - One of the shutters in the large Greenways at Fryern has been repaired in-house as it was not functioning properly. However, the mechanism requires full replacement. A quote has been obtained for the new mechanism, and the replacement will be carried out in the new financial year.
   - **Allotments:** Both allotment sites are currently operating well, with no significant issues to report.

- **Play areas:**
  - Hiltingbury : Spring seat was identified within annual inspection and requires the base plate to be replaced. The replacement part has been ordered and will be installed in-house.
  - Cox Row: The replacement Hip Hop Swing has now been delivered. Installation has been scheduled for the week commencing 9th March. The installation will be carried out by external contractor.
  - Two play areas have been jet washed as routine to remove moss build-up over the winter months. Plans to jet wash all remaining play areas, weather dependent.
  - Benches – a number of benches within the play areas and at the tennis courts have been refurbished due to rotten wooden planks. Recommendation to replace benches in entirety on next occasion as the metal frames are reaching end of serviceable life. Aim to install metal benches, as consistent with other existing benches throughout the Parish.
- **Hiltingbury Top car park:** Countrywide Parking has now installed the additional signage and has started monitoring the area.
- **Fire call point:** Nexus Fire and Security has now replaced all five fire call points within Fryern Pavilion. Following the routine inspection, two of the new call points have been identified as faulty. Nexus Fire and Security are programming a return to site as soon as possible to rectify the problem.
- **Tree Works:** The reduction of the Maple tree at Fryern Recreation Ground has been completed. The dead Cherry tree behind the Groundsman's store has also been removed.
- **New Flat Bed and Trailer:**
  - Now purchased and in operation. Awaiting livery with Parish Council logo. Currently seeking quotes for installation of dash cameras and tracker, along with under spray as preventative measure.
  - Trailer- the new trailer has been ordered 4/02/2026. Dealer advises lead time of 4 to 6 weeks to build the new trailer and deliver it to us. Payment required in advance of delivery.
- **General Maintenance:** Pothole repairs at Hiltingbury car park entrance have been completed in house. The tarmac surfacing along the entrance continues to deteriorate due to high volume of daily traffic and tree roots cracking the tarmac.
  Recommendation for the long term to undertake more extensive repairs from the entrance through to the second zebra crossing.
  Fryern / Hiltingbury Jet Washing: Jet washing around all buildings, including the footballers' entrance and the right-hand side fire exit lobby at the Sports Hall has been completed.
- **Pennine Way**: Sewage update:
  - Due to the weather conditions, Southern Water were unable to return on 26th January to carry out the necessary works, including reinstating the ground, removing the remainder of their equipment from site, and addressing the damage caused by their vehicles when driving onto the ground while it was very wet. They will return as soon as it is safe to do so, in order to avoid causing any further damage to the site, as instructed by Facilities Manager.

Members requested an update regarding PAT testing across both buildings and whether there was any improvement to the parking issues at Hiltingbury following the enforcement of the double yellow lines along the access.

6. TO RECEIVE AND NOTE REPORT ON ANY INCIDENTS RECORDED AND/OR REPORTED TO THE POLICE.

Members received and noted an update regarding recent youth nuisance at Hiltingbury Sportshall. Members were also advised of the recent unauthorised access by young people into The Hilt. The Hilt Community Association will be following this up with the Police directly.

7. TO REVIEW AND AGREE LATEST INCOME AND EXPENDITURE REPORTS ACROSS INCOME GENERATING ASSETS WITH PARTICULAR ATTENTION TO FRYERN PAVILION AND HILTINGBURY SPORTSHALL.

Latest income and expenditure reports were received and following proposal, seconding and on a show of hands, were agreed.

8. **TO RECEIVE AND CONSIDER A REQUEST FROM HAMPSHIRE COUNTY COUNCIL TO UTILISE A SECTION OF HILTINGBURY CAR PARK AS CONTRACTOR'S WORK COMPOUND FOR A THREE MONTH PERIOD; AND TO AGREE NEXT STEPS**
   Members expressed concerns regarding the loss of parking spaces along with potential clash with improvement works at The Basement. Additional questions were raised regarding the timetabling of the works and access to the school. It was proposed for the Clerk to request additional information from Hampshire County Council before a decision could be made.

9. **TO RECEIVE AND CONSIDER INFORMATION FROM EASTLEIGH BOROUGH COUNCIL IN RESPECT OF THE POTENTIAL ASSET TRANSFER OF THE FREESPACE SKATE PARK, BIKE TRACK AND ASSOCIATED COUNTRYSIDE LAND; TO IDENTIFY AREAS REQUIRING FURTHER INVESTIGATION; AND TO AGREE WHETHER TO UNDERTAKE DUE DILIGENCE, WITH FINDINGS TO BE REPORTED BACK TO ASSET COMMITTEE PRIOR TO ANY RECOMMENDATION TO FULL COUNCIL.**
   Following proposal, the motion was not seconded. As a result no further discussion took place and the Committee did not make any recommendation to Full Council.

10. **TO RECEIVE AND SIGN THE ENGROSSED TR1 FOR CORNWALL ROAD PLAYGROUND IN ORDER TO ACCEPT ASSET TRANSFER, AS AGREED BY FULL COUNCIL 19 JANUARY 2026**
    Following proposal, seconding and on a show of hands it was agreed to sign the Engrossed TR1 for Cornwall Road playground.

11. **TO AGREE THE DISPOSAL AND SCRAPPAGE OF THE FORD FLATBED VAN REGISTRATION AP59 VYD**
    It was proposed, seconded and on a show of hands agreed to dispose of the Ford flatbed van registration AP59 VYD.

12. **TO MAKE RECOMMENDATION TO FULL COUNCIL THAT THE ASSET REGISTER STANDS AT £3,267,320.11, WITH ADDITIONS OF £8,722.99 AND DISPOSALS OF £28,454.00 FOR THE 2025-26 FINANCIAL YEAR.**
    The Clerk advised that the values quoted within the motion required amendment. The Asset Register stands at the corrected value of £3,289,570 with additions of £30,972.99 and disposals of £28,454. Following proposal, seconding and on a show of hands it was agreed to make recommendation to Full Council for the asset register to be accepted.

13. **TO NOTE RENEWAL OF VEHICLE INSURANCE AT THE ANNUAL PREMIUM OF £2,964.56**
    The insurance renewal was noted.

14. **TO CONSIDER AND AGREE REQUEST FROM EASTLEIGH BOROUGH COUNCIL TO INSTALL SIGNAGE ACROSS PARISH COUNCIL PLAYGROUNDS AS PART OF THEIR SMOKEFREE PARKS INITIATIVE.**
    Following discussion it was proposed, seconded and on a show of hands AGREED to install signage across Parish Council playgrounds on the condition that the Parish Council would not be responsible for the cost of replacement should any of the signs be damaged, and that the Parish Council Officer's would be responsible for the actual installation following delivery.

15. **TO RECEIVE THE FIRE RISK ASSESSMENT REPORTS FOR FRYERN PAVILION AND HILTINGBURY SPORTSHALL AND NOTE RECOMMENDATIONS.**
    The Fire Risk Assessments were received and noted. Members enquired as to the potential cost for undertaking recommendations and were advised that many of the recommendations could be undertaken in house.
    Further clarification regarding the evac chair was still being sought and would be presented to Committee at a future meeting.

16. **MATTERS TO BE TAKEN FORWARD TO THE COMMITTEE'S NEXT AGENDA**
    No matters were raised.

The next meeting was confirmed as Monday 27 April 2026**,** 7.00pm at Fryern Pavilion.

That being the end of business the meeting was closed at 7.47pm.

Chair……