



**Minutes of the Meeting of
CHURCH CROOKHAM PARISH COUNCIL
FACILITIES COMMITTEE**

Date and Time: Monday 10th November 2014 – 8.05pm
Place: The Willis Hall, Sandy Lane, Church Crookham

Present:

Councillors: Pat Lowe (PL), Nick Harris (NH), Gill Chatfield (GC); Helen Butler (HB)

Also: Jayne Hawkins (JH) Clerk
There were no members of the public present.

107/14 Apologies for Absence

There were apologies from Cllr. Scott, Cllr Newbiggin and Cllr. Jackson.

108/14 To agree minutes of Facilities Committee meeting held on the 13th October 2014

The minutes of the previous meeting were approved as a true record of the meeting.

109/14 Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members.

There were no requests for dispensations

110/14 Declarations of Interest

Cllrs Chatfield declared an interest in agenda item 117/14.

111/14 Chairman's announcements

The Chairman gave the following announcements:

- Bulb planting and turf laying completed at Peter Driver car park
- Bulb planting at Azalea Park and Tesco roundabout 15th November, 10.00am – noon Azalea Park. Clerk has informed environmental health officers at Hart who are happy for the work to proceed as long as the management plan is followed.
- Friends of Azalea Park social evening and pub quiz at the Tweseldown on Sunday 7th December. Let Rebecca know if you wish to attend. They are also planning a Spring Family Fun Day in April and a 'Love Your Park Volunteer Day' in September 2015.
- Parish sign erected at Peter Driver Sports Ground.
- Quarterly maintenance carried out at five a side on 3rd November 2014.
- Free funding seminar 3rd December – email circulated. Let clerk know if you wish to attend. Cllr. Harris has registered to attend.
- The next meeting with Taylor Wimpey has been scheduled for 4.30pm on 17th November.

Clerk

112/14 Public session – This is an opportunity for members of the public to bring matters relating to the Facilities Committee to the attention of the committee.

There were no members of the public present.

113/14 Community Centre Update

The following update was given by the Chairman:

- **Hire Agreement:** Information received from Menzies with regard to input to the hire agreement, still awaiting response from Hedley's.
- **Hire rates:** Need to agree hire rates for the Community Centre at the December Facilities meeting, so please could anyone who has any information on what



other halls charge for people running classes and for pre-schools let the clerk know.

- **Option to tax Car Park** - Information received from Menzies regarding the option to tax not covering the car park – circulated response non business use so no need to include in the option to tax.
- **Ground breaking ceremony** - took place on 31st October 2014
- **Authorisation of works on site** - Letter sent to Mildren on 6th November authorising commencement of works on site, following a letter from CDM co-ordinator at Rund.
- **After school club:** Meeting took place with Koosa after school clubs regarding possible hire of community centre – Main hall may be better, looking for competitive rate, not sure if there is sufficient need for an additional club.
- **Contract** with Mildren should be ready to sign week commencing 17th November.
- **Sink in Nursery:** Three options for sink in Nursery hall:
 - o Domestic type 1000x600 stainless steel, single bowl and drainer including base unit - £540.57 plus vat
 - o Belfast ceramic sink 600 x 244 x 255 complete including legs and bearers – 710.40 plus vat
 - o Stainless Steel Commercial kitchen style single bowl/single drainer fully wedged legs and bearers £932.80 plus vatThe Clerk has asked Sheila Hornby which would be most suitable.
- **Decision on the overflow car park** – Mildren has agreed that this decision could be delayed until the end of January. Mildren are looking at forming kerbs etc. during February.
- **Foundation Design / levels** – further to the ability to dispose of excavated materials adjacent to the site, the only additional costs associated with additional foundation work / revised levels will be any design fees. These will be advised when all the design work is complete. There are additional Calcinotto meeting fees already accrued for this work in the order of: £1,800.00
- **Surface Water Drainage** – there may be additional costs associated with this due to the change from discharging into the road system to discharging down to the culvert – although TW are anticipated to do the works from the Mildren manhole down to the culvert, there are some additional works on site.
- **Solid canopy to the side of the nursery** – further to the cost information issued on Friday, Mildren advises this was just for the solid roof covering – altogether, the costs for doing all the works down the side including steel frame and foundations will be circa £20,000.00
- **Solid canopy to front of nursery (waiting area) in lieu of pergola finish** – this will be circa £9,000.
- **Change in lighting to hall** – Worldwide did advise at tender stage that they could not get suitable LED lighting for the hall and had included fluorescent lighting – they have now advised that they have sourced alternative lights but this will be an extra over cost – we are waiting for the alternative light information from Worldwide so that Mildren can advise the cost difference.
- **CCTV Positions** – CCPC to advise preferred positions.
- **Design Changes** – any changes to design will result in additional design fees
- **Parish Telephone Number** – Worldwide will review retaining the existing number
- **Project meeting** - Next project meeting scheduled for 17th November 2014 10.30am on site

The clerk will confirm cost information at the next Parish Council meeting.



114/14 Distribution of photos from ground breaking ceremony

To receive photos from ground breaking ceremony and to decide how and when they should be distributed.

It was reported that photos from the ground breaking ceremony had been circulated.

It was **resolved** to put photos of the ground breaking with an update on the community centre project in the December newsletter and to send a press release to the Fleet News on the Community Centre project in February.

Clerk

115/14 Hightrees update

To receive an update on the Hightrees playground work

It was reported that the clerk had emailed Ben Connop who confirmed that the work is booked in but still hadn't started. Ben Connop was checking with his contractor to find out when the expected start and end date is.

116/14 Community Art update

To receive an update on the Community Art project

The Chairman reported the following:

- Invitation to quote has been sent out to 8 artists on 10th November, responses requested by 5th January.
- Specification included together with a location plan, photos of site and budget of £50K.

Note: *Cllr. Chatfield remained in the room for the following item on the allotments but did not join in any discussions, make any comments or vote on agenda item 117. This was due to having a disclosable pecuniary interest in the allotments as Cllr. Chatfield will be a future tenant.*

117/14 Allotments

To receive an update on the allotments

The Chairman reported the following:

- There were very few comments on the letter that was sent to allotment holders regarding plot sizes.
- A tenants association meeting took place on 8th November. Matthew Chambers was selected as Chairman and Gill Case as Vice Chairman. Claire Inglis will be treasurer and another committee member is prepared to be secretary.
- Snagging list update – TW are progressing snags with ALS and their electricians. A number of items are still outstanding – exterior lights still coming on, water troughs still overflowing.
- Allocation of remaining plots, Claire will now progress the allocation of the remaining few plots.

118/14 Skate Park

To receive an update on the skate park project and to decide when to issue the tender request and to select 5 companies to send the tender request to.

- Pre-application advice from Robert Jackson – detailed design needed, two applications if two different sites are being considered
- Invitation to tender to be circulated to include specification, locations plan and budget of £80K.
- Details were presented of 8 skate park providers. It was **resolved** to select 5 companies to send the tender to. Funding applications were discussed to provide



the additional budget of £40K but it was resolved that this should wait until after planning permission is gained and closer to when land can be secured to start the project.

- It was **resolved** to send the tender request to the following companies: Bend crete, Urban Ramps, Maverick Industries, Gravity Skate Parks and Wheelscape. NH/PL all in favour. **Clerk**
- The clerk was asked to include an update on the project in the next newsletter and invite people to contact the parish council if they would like to be involved in agreeing the final design of the skate park. It was suggested that social media or texts should be used to gather opinion. **Clerk**

119/14 Skate Park Fund Raising

To decide whether to start preparing fund raising applications for Crookham Park skate park to raise additional funding.

The Chairman suggested that this is delayed until after planning permission has been granted then applications could be made to the following once a preferred design is available to raise a further £40,000 (PC will make budget provision of £13K per year if funding requests are unsuccessful) Some grants have to be spent within 1 year of receipt.

- S106 from Stiller's Farm development
- MoD grant
- Farnborough airport environment fund
- Sport England
- Lottery – peoples millions, awards for all
- Land Fill – Veolia
- Fleet Lions
- Hart DC
- Barclay Bank – spaces for sport
- Local companies – could print their name in the concrete

It was also **resolved** to talk to Taylor Wimpey about access to the land before 2018.

120/14 Taylor Wimpey Crookham Park

To consider items for discussion with Taylor Wimpey at meeting on 17th November

It was **resolved** to put all of the following items on the agenda for discussion with Taylor Wimpey.

- Schedule for handover of informal open spaces and play grounds
- Drainage Community Centre
- Electricity supply to athletics track and five a side
- Public art money due
- Design of NEAP
- Phase plan
- Management schedule for informal open spaces
- Allotments snagging list and transfer of land
- Number of houses completed now, end Mar 2015 and end Mar 2016 for precept calculations and newsletter delivery.
- Gurkha Path – closure and flooding. Is there a route through the estate from Humphrey Park to schools
- Spine road – when is it due to be fully open? Is there a map showing the roads on the Estate that are now open.
- Are there any plans to address parking issues by the school



- Formal open space transfer, would it be possible to transfer parts of the formal open space (Gurkha Orchard and Skate Park area) early.
- Target wall – surveyors report

121/14 Items for the next agenda

- Community Centre
- Allotments
- Public Art
- Hightrees handover
- Skate Park
- Newsletter
- Fleet Town Council improvements at Basingbourne Park.
- Athletics Club

122/14 To agree a date for the next meeting - 8th December 2014

There being no further business, the meeting closed at 9.25pm

Signed.....

Date.....