



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

Date and Time: Monday 12th January 2015 – 8.00pm
Place: The Willis Hall, Sandy Lane, Church Crookham

Present:

Councillors: Gill Scott (GS) Chairman, Pat Lowe (PL), Nick Harris (NH), Helen Butler (HB), Richard Jackson (RJ)

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

01/15 Apologies for Absence

There were apologies for absence from Gill Chatfield and Richard Newbigin.

02/15 To agree minutes of Facilities Committee meeting held on the 8th December 2014.

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

03/15 Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members.

There were no requests for dispensations

04/15 Declarations of Interest

There were no declarations of interest.

05/15 Chairman's announcements

The Chairman reported the following:

- Hightrees update – path and work on Swales has been completed, work on surrounding land not started.
- Newsletter delivery in early April, would the Parish Council be prepared to share the delivery costs with Bridges Estate Agents who want a leaflet delivered at the same time.
- Two members of the public have shown interest in the Parish Councillor vacancy.

06/15 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.

07/15 Community Centre – pre-school tender

Sheila Hornby from HCC gave a short presentation on the pre-school selection process that will be used for the community centre pre-school.

08/15 Community Centre – Pre-school lease agreement and tender pack

To receive an update on the pre-school lease agreement and the tender pack and to decide whether to ask Hedleys to prepare the lease agreement.

It was reported that Alison Bartle Tubs had left Hedleys and Ian Davidson will now assist the Parish in future. Hedleys have estimated the cost of producing an agreement with a lease attached at cost of producing an agreement with a lease attached at approx. £1,000 to £1,500 plus vat.



It was **resolved** that the Clerk should investigate further whether a lease agreement or a long term hire agreement is the best option and approved expenditure of up to £2,000 to produce a hire agreement of lease agreement for the community centre.

Clerk

09/15 Skate Park update

To receive an update on the skate park tender returns.

Cllr. Jackson gave the following update on the skate park project.

- Number of responses – 5, all received on time.
- References not yet taken up
- Tenders had been assessed by Cllr. Jackson and Cllr. Butler.
- The Parish Council had received 7 responses to the newsletter article asking for people who would like to be involved in the consultation. These people will all be invited to view the tender returns next week.
- Decision on preferred supplier to be taken to Parish Council on 26th January.
- Design will then be reviewed and updated and a planning application prepared for submission to Hart District Council.

10/15 Public art tender update

The following was reported

- Number of responses – 6 returns and 1 given an extension until 19th January to allow for problems issuing the specification.
- Decision on a shortlist to be taken to Parish Council on 26th January.
- Shortlisted candidates would be prepared to produce a small model but there was a cost associated with this.
- Top three to be included in the next newsletter to go out to the public 3rd April.
- Exhibition at annual parish meeting on the 23rd April.

11/15 Community Centre Update

To receive an update on the community centre project

The chairman gave the following report:

The clerk had circulated reports from the December project meeting. Rund had supplied the following update on various project items:

- Mildren are progressing the statutory utility supplies
- Surface water drainage Rund still need to speak to Nigel Philips
- Shed in nursery playground will be 6ft x 4ft, nursery play ground will be approx. 200m²
- Sanitary ware – Mildren will provide examples. Nursery toilets and basins will be small and low, basins in all bathrooms will be semi-recessed into the vanity unit and vanity units will have a panel below to hide any pipework. Cleaners sink is in the cupboard by reception.
- Clerk has requested two broadband connections and 3 phone lines.
- Pre-school may be expected to pay for their utilities if a lease agreement was implemented.
- Contract should be available to sign on 19th Jan.
- Next project meeting: 19th January 10.30am

12/15 Community Centre additional expenditure

To consider any items requiring approval for additional expenditure

The following items were reviewed:

- LED lighting in hall - £1,188 (should be off-set by the cost of changing the 27 fluorescent bulbs over the next few years)
- Sound board wall in foyer in lieu of brick £559.87



- Lighting in carpark – double headed lights additional £6,600, removal of some light stands would not produce saving. The Clerk was asked to inform Rund that they Parish Council did not think that this offered value for money and would like to see an alternative plan.
- Design work resulting from ground investigation - £1800
- Kick plates and finger plates on doors – Awaiting quote
- Additional key pads on rooms and external toilet – Awaiting quote
- Acoustic wall panels in foyer – Awaiting quotes for paint and panels.

It was **resolved** to recommend to full council to include the following in the project.

- LED lighting in main hall - £1188
- Sound board for wall in foyer - £559.87
- Design work resulting from ground investigation - £1800

13/15 Street Names – Crookham Park

To consider a list of additional street names for Crookham Park and decide which will be put forward to Hart District Council. Report circulated.

It was **resolved** to submit a list of names with top priority given to names of residents that have played a role in the history of the Parish.

The Clerk was asked to forward the approved list to Hart District Council

Clerk

14/15 Open Space maintenance quotes

- 1) To receive quotes to replace worn toddler swing seats at Azalea Park and to decide whether to order replacements.
 - 1- £65.00 plus chains (from £30)
 - 2- £135 plus chains (from £30)
 - 3- £115 plus chains (from £30)

It was **resolved** to order two new swing seats costing £65.00 each plus chains and replace the toddler seats at Azalea park Total cost estimated at £250.00.

- 2) To receive a quote to replace a damaged litter bin at Peter Driver with a more robust Flint Bin – to be fixed in ground close to the fence by the nursing home behind the football pitch.
 - o Flint Bin £345 plus vat plus carriage £65.00It was **resolved** to replace the broken bin at Peter Driver with a new Flint bin at estimated cost of £470.00
- 3) It was **resolved** to approve the disposal of old toddler seats and the damaged bin and to remove them from the asset register.

Clerk

15/15 CUV storage and goal post storage

To receive a proposal for the storage of the CUV and goal posts at Peter Driver.

Report circulated.

- Storage container investigated but unable to install on site
- Pre-fabricated garage in secure fenced area between portacabin and pavilion
- Hooks on side of pavilion for storage of goals
- Football and net storage box.
- Shed in fenced area between portacabin and pavilion

It was **resolved** to progress this scheme and present full costs to Parish Council.

Clerk



16/15 Allotments

To receive an update on the allotments – report circulated.

It was reported that:

- Plots were marked out on 18th December
- A tenant association informal meeting took place on site took place 14th December positive outcome and Chairman is considering various projects such as improving drainage and toilet provision.
- Outstanding items on snag list – hedge, pathways, rabbit fencing.
- Tenancy agreements – no remaining plots available
- 9 outstanding revised agreements, 12 plots offered or accepted and waiting completion of paperwork
- TW to keep plots strimmed and presentable up to point of handover, other snags to be done when weather permits. TW have promised to progress land transfer.
- Tenants Assoc. Core committee to meet 21st January with Claire Inglis representing the Parish Council.

17/15 Items for the next agenda

- Community Centre
- Pre-school tender
- SANGs management plan
- Allotments
- Plant for Peter Driver car park
- Hightrees handover
- Skate Park & Public art tenders
- Athletics Club

18/15 To agree a date for the next meeting - 9th February 2015

There being no further business, the meeting closed at 9.30pm

Signed.....

Date.....