

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

Date and Time: Monday 13th April 2015 – 8.00pm
Place: The Willis Hall, Sandy Lane, Church Crookham

Present:

Councillors: Gill Scott (GS) Chairman, Pat Lowe (PL), Helen Butler (HB), Gill Chatfield (GC), Richard Jackson (RJ)

Also: Jayne Hawkins (clerk)

59/15 Apologies for Absence

There were apologies for absence from Cllr. Harris and Cllr. Newbiggin.

60/15 To agree minutes of Facilities Committee meeting held on the 9th March 2015.

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

61/15 Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members.

There were no requests for dispensations

62/15 Declarations of Interest

There were no declarations of interest

63/15 Chairman's announcements

The Chairman reported the following:

- Ditch clearance Award Road completed, report and photos circulated. 3 days work. £225. Suggest that remove felled tree from over ditch when next do tree work in parish.
- Cleaning of road signs should be started soon – Tim Crowley
- Pre-school tender selection and interviews taking place in April. Selection: 21st
Interviews: 29th HB/PL. JH back up
- Parish Lengthsman scheme will go ahead in 2015 2016. The parish should receive £1000 to spend in the parish in 2015 2016
- A Lady is concerned about a tree in Azalea Park which is close to her fence and causing some damage to fence, plus strong smell of dog poo and urine. She would like the tree removed or at least a trim of branches. The clerk will ask the tree surveyor to look at the tree when the tree survey is carried out.
- A Lady has complained about the boot camp in the park on Wednesday evenings and Sundays at 11am. Noisy, banner near to entrance, use lot of equipment. The clerk will write to the company and suggest alternative locations.

Clerk

64/15 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

65/15 Community Centre update

To receive an update on the Community Centre project. Report circulated.

The Chairman gave an update on the following:

- Services
- Access Road and entrance to car park



- Kitchen
- Nursery toilets
- PV panels

A discussion took place about bookings and recruiting staff – discussed opening 1st August, with access for pre-school and parish staff as early as possible to set up building. The clerk was asked to request a meeting with Taylor Wimpey to discuss outstanding issues.

66/15 Community Centre fixtures and fittings

To receive an update on quotes for fixtures and fitting and how they fit within the £40K budget and to decide whether to approve the purchase of items identified by the community centre sub-committee

A report was circulated:

- Budget for fixtures and fittings - £40K, spreadsheet completed and total cost comes to: £40,596.64. Where possible have looked at purchase rather than rental for items such as large photocopier. Large expense is the blinds with the high level electrically operated blinds for the north lights in the hall costing approx.: £5K. with one quote £31K
- Quotes gathered for all furniture – office, reception, meeting room, foyer, nursery office. Different pieces preferred from different suppliers. Clerk has also asked County Supplies if they can provide quotes.
- Phone system, agreed, Novis Communications, Fleet
- Dishwasher, hot water boiler and printer quotes available
- Items such as a bouncy castle, staging, benches and tables for outside, exterior signage and defibrillator not included. Suggest that these are looked at later and funded from contingency.

It was **resolved** that when the time was appropriate and the building would be able to receive deliveries that the clerk could purchase the fixtures and fittings as identified on the spreadsheet or with items of equal or better value for money RJ/PL all in favour.

Clerk

67/15 Community Centre booking form and licence for pre-school

To receive a draft hire agreement for the community centre and a draft licence for the pre-school and to decide whether to accept them or make any changes.

Drafts circulated for comment.

It was resolved to accept the pre-school licence with the amendments suggested by the clerk and Cllr. Scott.

Clerk

The Clerk will provide plans to the Solicitor.

68/15 Community Centre – Finance

To receive an update on the Community centre finances and to decide whether to approve expenditure for additional items – report circulated.

It was **resolved** to accept the following additional expenditure items:

- Revised car park lighting – reduced by £3,565 to £10,078 PL/GS 4 in favour 1 abstention
- Height barrier to car park - £1750 PL/J all in favour
- 2 Low barrier to overflow car park and open space - £3000 PL/RJ all in favour
- Bund around car park - £1875 RJ/HB all in favour
- Additional wall supports for fixtures and fittings - £300 PL/RJ all in favour
- Additional power supply to north lights for electric blinds - £300 PL/RJ all in



favour

- Door release and intercom – awaiting quote from GR Edwards
- Changed to entrance to car park to allow emergency and refuse lorries to turn – awaiting information
- Shutters to windows – awaiting quote
- Hot water boiler additional cost for larger capacity, clerk to approve under fixtures and fittings.

The clerk was asked to inform Mildren and Rund

Clerk

69/15 Azalea Park

To receive an update on projects that the Friends of Azalea Park hope to progress in 2015/2016 and to decide if the parish council support their plans and would consider assisting in any of the projects.

The chairman reported the following:

- Fun Day – Sunday 21st June
- FOAP would like to apply for brown tourist signs for Azalea Park
- FOAP would like to install a wooden notice board for the park, they would like a welcome archway but do not have the funding available.
- FOAP have been offered two black recycled benches from Fleet Pond Society, they would like to install them in the park. Would the parish council be prepared to pay for the installation of the benches, will need slabs to protect the ground.
- The 2015/2016 budget has £6000 in the budget for Azalea Park improvements

The clerk was asked to find out what FOAP would like to do with the benches, they could apply for a grant or give the benches to the PC to install.

Clerk

70/15 Athletics area – Crookham Park

To discuss the formal open space and recent updates from the athletics club regarding the 400m athletics track.

Cllr Jackson reported the following:

- Athletics Club have sent a brief correspondence to say they are considering a 100m running track rather than the 400m round track. Suggest that this should be built as it is on all plans and other runners in the Parish will be expecting it.
- Athletics club have reorganised and set up a 'New Home' Committee who met on 2nd April to discuss their plans. They have suggested a couple of dates for a meeting 7.30pm Wednesday 6th May or Monday 11th May

It was resolved to hold a meeting with the Athletics club on Wednesday 6th May to discuss latest plans. It was suggested that if the Athletics Club wish to make significant changes to the plans a public consultation would be required.

Clerk

71/15 SANGS Management Review

To discuss a response for the SANGS management review and consultation

- **Public meeting 16th April 4pm to 8pm Allotment and SANGS car park**
- **Online consultation**

The following response was agreed. RJ/GS all in favour.

Church Crookham Parish Council have the following comments on the SANG land Consultation, the actual questionnaire is more personal to individual residents so the Council would also like you to take into consideration their more general views.

- *The PC would like to see the comments/concerns raised by residents and professional bodies considered and implemented were possible.*



- *The PC would like to see accessibility enhanced to accommodate a wider variety of user groups.*
- *The PC would like to see a significant improvement in the amount and quality of information/education about the SANGS area.*
- *The PC feels the area needs remain as natural as possible whilst still enhancing accessibility to all .*

The clerk will send the response to Geoff Armstrong and Simon Taber

Clerk

72/15 Annual Parish Meeting

To receive and approve the annual parish report and slide show for the annual parish meeting and the slides for the discussion on public transport.

- Legal advice received from HALC, circulated
- APM report and slides circulated
- Bus service discussion slides circulated.

It was **resolved** to approve the annual report, chairman's slides and bus slides with the following amendments:

- Chairman's slides – move key contacts slide to end
- Bus Discussion slides – change "Issues raised by CCPC" to "Issues for discussion" and leave out "Options facing CCPC" but bring the points into the discussion. Councillors to send their comments to Cllr. Harris directly.

Clerk

73/15 Wheel Park update

To receive an update on the wheel park project and to decide whether the proposed scheme can be submitted as a planning application to Hart District Council.

Report to be circulated.

Cllr Jackson reported the following:

- Budget - £110K will require £30K from general reserves plus 11K from phase 3
- Revised design longer and wider (more spacious park and includes path and planting)

It was **resolved** to approve the revised plans and request that Maverick prepare a planning application for submission to Hart DC as soon as possible. RJ/PL all in favour

Clerk

74/15 Public art tender update

To receive an update on the public art consultation

It was reported that:

- Posters included in newsletter, distributed over Easter weekend and following week.
- Survey monkey setup to record results:
 - o <https://www.surveymonkey.com/r/HCHGNTY>
- Poster and maquettes will be on display at the Annual Parish Meeting.
- 1st maquette has arrived in office, 2nd one is due Tuesday 14th.
- Posters sent to Major Carrick to check accuracy and ask for comment
- Close date for consultation – 8th May
- Decision at May PC meeting 26th May



75/15 Allotments

To receive an update on the allotments

The Chairman reported the following:

- CCPC solicitor has produced final draft for approval by TW solicitor, she has referred it to Taylor Wimpey for approval.
- TW Solicitor has been asked to respond to this final draft this week to aim for sign off next week.
- Introduction sheet produced for each tenant.
- Allotment association members will be on hand at opening to help Allotment admin assistant

76/15 Quotes

To consider various open space quotes:

- Peter Driver Installation of replacement foot scraper brush/ replace do not climb signs total £30 plus new Flint bin £75 (N.B. 13/15 £60 approved at Facilities Jan meet) - approved by all.
- Allotments Installation of notice boards (Budget £500 for notice boards approved 92/14 October spend to date £286) approved by all.
- Supply and planting of plants at Peter Driver car park – [Budget £565]
 - Labour Only Plants listed as per Parish Council £190 plus vat
 - Supply and plant – 12 Mahonia Aquifolium
 - 10 Lavendula Hidcote
 - 15 Skimmia Rubella
 - 9 Hypericum Calycinum
 - 15 Eunymus Alatus £488 plus VAT

It was **resolved** to stick with original plan to install plants suggested by Councillor Lowe and accept the quote of £190 to install them. GC/HB all in favour.

Clerk

77/15 Items for the next agenda

- Community Centre bookings and staff
- Pre-school tender
- SANGs management plan
- Allotments transfer
- Hightrees handover
- Skate Park & Public art tenders
- Athletics Club

78/15 To agree a date for the next meeting - 11th May 2015

There being no further business, the meeting closed at 10:10pm

Signed.....

Date.....