



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

Date and Time: 8.00pm Monday 8th August 2016
Place: Church Crookham Community Centre, Boyce Road, Crookham Park, Church
Crookham, GU52 8AQ
Present:
Councillors: Gill Scott (GS) (Chair), Helen Butler (HB), Hugh Connolly (HC), Gill Chatfield (GC), Pat Lowe
(PL), Richard Jackson (RJ)

Also: Jayne Hawkins (Parish clerk)
Jeremy Silvester (CCPC) left at 9.00pm
There were no members of the public present

147/16 Apologies for Absence

Apologies for absence were received from Cllr. Butler.

148/16 To agree minutes of Facilities Committee meeting held on the 11th July 2016.

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

149/16 Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members.

There were no requests for dispensations

150/16 Declarations of Interest

There were no declarations of interest.

151/16 Chairman's announcements

The Chairman reported the following:

- Parish Council chairman invited to the Royal Air Force Odiham Annual Reception on Wednesday 7th September 2016 6.00pm to 8.00pm
- Councillor training: The Knowledge and Core Skills. How many councillors would be interested in attending the training if it could be arranged to be held on two evenings at the community centre. Approx cost £800 would need 10 councillors to be effective. The Clerks has asked HDAPTC to send out an email to all local councils. 4 or 5 councillors interested in attending.

152/16 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.

153/16 Tree work

To receive quotes for tree work as identified in the recent tree survey and to decide whether to accept any of the quotes

Report circulated

- TPO permission requested for work at Azalea Park, Lynwood and the Community Centre.
- 4 quotes received.

The following resolutions were made:



- It was **resolved** to carry out the Priority 1 and 2 works as soon as TPO permission is received using contractor C for £3973. GS/GC 6 in favour, 1 objection. **Clerk**
- It was **resolved** to book the Priority 3 works in for early April 2017 and to use contractor A for £3920 including traffic management. GS/GC all in favour **Clerk**
- It was **resolved** that chippings could be distributed in woodland at Lynwood and that the logs could be stacked in the woods but towards the rear of the site. Residents would be encouraged to take the logs for firewood.

154/16 Tree decay detection work

To decide whether to commission Sapling arboriculture ltd to carry out a detailed tree inspection using decay detection equipment (RESI F300) on T8, 0573, 0639 and 0656 at a cost of £563.

The chairman reported the following:

- Recommended by the surveyor, likely to result in further tree works
- Need to decide if the Parish council approve expenditure additional expenditure, from insurance point of view the clerk would recommend that this is carried out at a cost of £563

It was **resolved** to proceed with the detailed tree inspection on T8, 0573, 0639 and 0656 at a cost of £563 GS/HC all in favour. **Clerk**

155/16 Transfer of formal open spaces

To decide whether to accept the transfer of half of the formal open spaces from Taylor Wimpey to the Parish Council to include the MUGA, Tennis Courts, Orchard, Gurkha Statue site, Wheel Park site and grass area behind the community centre Taylor Wimpey would like to progress this as soon as possible with ½ S106 contribution of approx. £500K

The chairman reported the following:

Taylor Wimpey are proposing that half of the formal open space (everything apart from the athletics track and SUD) are transferred to the Parish Council as soon as possible with half of the S106 contribution for the formal open spaces which would be £494,970. The remainder of the formal open space would be transferred after the 2-year maintenance period in spring 2019 with the second part of the payment of £494,970. Approval to release £500K could take a while and it is suggested that £150K could be secured in a couple of weeks to complete the transfer with the remaining £350K to follow.

It was **resolved** that the Parish Council would accept the formal open space without the SUD and athletics track with the following conditions:

Taylor Wimpey to complete the following prior to handover:

- Provide a pathway to link the community centre to the central path.
- Join up existing paths at either end of the formal open space with paths in the wooded area behind the athletics track
- Secure the formal opens spaces with dragon's teeth, knee rails and gates to allow access for maintenance vehicles
- Provide bins and signage at the tennis courts and MUGA as suggested by the Parish Council
- Remove rubble/concrete/fencing from open space and secure loose bricks on the ditch



drain wall.

- Tidy up and make safe the target wall area
- Fence off the athletics track area to allow it to establish
- Provide a copy of the drainage plans for the tennis courts and MUGA and correct any drainage issues where water is running off the tennis courts and settling on the MUGA.

The following items to be completed by Taylor Wimpey within 1 year of handover:

- TW will install the NEAP and LEAP as planned
- Provide a pathway linking both sides of the community centre to the path network.
- The maintenance of the drainage system will be carried out by the management company
- To survey trees on the land and complete the work identified.
- Make safe the area by removing the old MOD fencing
- Complete the open spaces plans and satisfy the conditions of the Reserved matters planning application.

It was **resolved** that a contribution of £150K was acceptable in the short term to secure the transfer with the remaining £350K to follow within 3 months RJ/PL all in favour

The clerk was asked to organise a meeting with Nigel Philips to discuss the above.

Clerk

156/16 Benches/bins and signage

To receive an update on benches, bins and signage provision and to consider a proposal to provide standard parish council signage at MUGA, tennis courts and five a side court.

The chairman reported that the Picnic bench, bench and bin for Jubilee Drive playground, a bin for azalea park and a bin for the community centre had been ordered using the 3K Budget for benches at orchard, as the Orchard has not yet transferred to the Parish Council.

It was **resolved** that the Parish Council should order 2 signs for new MUGA and Tennis courts. They should be standard design similar to signs at Azalea Park and Peter Driver and also two Flint bins. It was agreed that funding should be reimbursed from S106 maintenance money for public open space when the land transfers. This will assist the Parish Council with the maintenance of the area. GS/PL all in favour. The clerk was asked to co-ordinate with Taylor Wimpey.

Clerk

157/16 CCTV Quotes update

To receive an update on CCTV provision for statue and skate park and to decide if there is sufficient information to accept a quote.

The Chairman reported the following:

- TW will provide a concrete cabinet for the meter and internet connections at good location they will provide a base big enough for pole and camera to go on.
- Parish Council should decide if they should include capacity for running track and pavilion in electricity supply and meter as it could end up with higher standing charge.
- Waiting for further information from Hart and Rushmoor regarding an internet based system that could be monitored by Rushmoor, their preference is for a dedicated BT connection but as BT is not on site this could be very expensive. Rushmoor are unable to accept more WIFI connections due the broadband speed at Rushmoor but the PC may be able to fund an additional broadband connection at Rushmoor. Further information should be available after a site visit by Roger Hardiman a Rushmoor and Hart Consultant towards the end of August.
- Insurance company have agreed that the parish council must have CCTV but it does not



have to be remotely monitored and that it is acceptable for it to take longer than 3 months to get it installed.

It was **resolved** to request capacity for the CCTV camera only as the Athletics requirements could be addresses at a later date but to request a cabinet big enough for a second meter to be installed at a later date. RJ/HC all in favour.

158/16 Brendon Care Lunch Club

To decide whether to grant Brendon Care a three hour booking in the community centre on Thursdays from 11.00am to 2.00pm for £30 to allow them to continue to offer a cooked lunch and a few games afterwards.

It was **resolved** to allocate a weekly booking to Brendon Care from 10.30am to 2.30pm for a contribution of £30 for 4 months while the PC investigate options in order for them to continue to provide a lunch club to local elderly residents. HC/HB 5 in favour, 1 against, 1 abstention.

Clerk

159/16 Gurkha Statue unveiling event

To receive a verbal update from the Events working party on the post event review of the Gurkha Statue unveiling day.

Councillor Connolly gave a verbal report on the post event review by the Events Working Party. He highlighted the following issues:

- Generator failed, for future large public events the Parish Council should consider back-ups for critical items.
- Co-ordinators, for large events co-ordinators should be delegated areas of responsibility.

Clerk

160/16 Events Working Party

To consider a proposal to disband the Events working party

Councillor Chatfield said that she felt that there were insufficient councillors with enough spare time to run large events and staff should concentrate on smaller simple events such as Annual Barn Dance, Street Snooker and Christmas Party and on increasing revenue in the community centre during the holidays and quieter periods.

She suggested that the Parish Council could look at working with community groups who are interested in hosting events and provide the Community Centre Facilities at a reduced rate for up to 8 community events per year.

It was **resolved** to disband the Events working party. GC/DC 6 in favour, 1 abstention

161/16 Wheel Park update

To receive an update on the wheel park at Crookham Park and to decide whether to give approval for Maverick to hold a Wheel Park Jam on 18th September and to fund the following items:

- St Johns ambulance support
- Provision of soft drinks and Pizzas
- Provide a plastic store box with broom, squidgy, litter pickers and spare rubbish bags inside.

It was **resolved** to postpone the Wheel Park Jam until the Wheel Park had settled down.

It was reported that the clerk had received 6 complaints from local residents about Wheel Park



A report was circulated to Councillors.

The Clerk reported that the following actions had been taken in response to the resident's correspondence:

- Clerk has requested extra litter picks at weekends
- Quotes for signage to direct people to use the Community Centre car park had been requested.
- The police, PCSOs and Community Safety teams have been informed and asked to patrol the area.
- Community Safety team has referred issues to local youth workers and been asked if they can engage with the wheel park users.
- Local user groups had been contacted and asked to help encourage responsible use of the Wheel Park
- Taylor Wimpey has been asked to remove the contractors access route and fencing and to re-instate the knee rail.

The clerk was asked to draft a response to residents stating that Councillors were aware of the issues and were investigating solutions. They would report back to residents when they had further information and encourage resident to dial 101 to report any anti-social behaviour.

Clerk

The Clerk and Councillor Jackson agreed to investigate options for addressing issues and an extraordinary meeting would be called in a week or so if decisions on expenditure were required. RJ/GC all in favour.

Clerk/RJ

The Clerk was asked to liaise with Taylor Wimpey regarding the removal of the temporary contractors road.

Clerk

The clerk was also asked to arrange a meeting with the original user group after the 23rd August and a meeting with Maverick.

Clerk/CI

162/16 Quotes

- 1) Storage container for skate park to contain broom, squidgy, rubbish bags and litter pickers.

B&Q £92 145 x 60 x 69

Cost Co £299.89 1.8m x 1.1m

Cost Co £74.91 121 x 57 x 64

It was resolved not to purchase a plastic box due to fire risk the Clerk was asked to purchase a broom and litter picker and catches so they could be hung on the back of the sign.

- 2) Local Councils Explained – NALC publication easy to read guide to Parish Council legislation. £49.95 NALC members
It was **resolved** to purchase 2 copies of Local Councils Explained
- 3) Arnold Baker issue 10 – it was **resolved** to purchase 1 copy of Arnold Baker. PL/HC all in favour.
- 4) Signage Wheel Park – parking two Aluminium signs - £99 each plus fitting on Friday @



£45 per hour.

It was **resolved** to approve 3 signs at £99 each and fitting for all three signs at £45/hour. GC/GS all in favour.

Clerk

163/16 Items for the next agenda

- Wheel Park
- Gym Equipment project
- Hightrees transfer and update on tree survey
- Newsletter
- Tennis Court and MUGA transfer
- Public art money projects
- Open spaces transfer
- Apples from orchard
- Seating around community centre
- Gurkha display
- Aldershot Town football in the community office space – Peter Driver/Community Centre
- CCTV statue and wheel park

164/16 To agree a date for the next meeting – 12th September, 2016

There being no further business, the meeting closed at 22:08 pm

Signed.....

Date.....