



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

Date and Time: 8.00pm Monday 9th January 2017
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), David
Cunningham (DC)

Also: Sally du Gay (Deputy parish clerk)

There was 1 member of the public present
Debbie Moss (CCPC)
Jeremy Silvester (CCPC)

01/17 Apologies for absence

Apologies were received from Cllr Jackson due to work commitments.

02/17 To agree minutes of Facilities Committee meeting held on 12th December 2016

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

**03/17 Dispensations – To receive any written requests for disclosable pecuniary interest
dispensations from members.**

There were no requests for dispensations

04/17 Declarations of Interest

There were no declarations of interest.

05/17 Chairman's announcements

The Chairman reported the following:

- Mens Shed – there will be a meeting at 7pm on Tuesday 17th January in Acorn Hall with various speakers. Volunteers to help set up, help with refreshments and clear away would be appreciated.

Item 13/17 was brought forward so that any questions regarding the budget could be addressed to Cllr Silvester if necessary as Cllr Silvester had to leave the meeting as soon as possible.

13/17 2017 2018 Budget and draft 3-year forecast

To approve the prioritisation of the projects in 2017 2018 budget and draft 3-year forecast following confirmation of the tax base for 2017 2018

Changes made to the 2017 2018 draft budget:

Increase:

Precept £8308 due to higher agreed tax base

Park warden £4.5K

Parish events £1k

Peter Driver electrical & mechanical servicing £500 to allow for boiler service

Allotment rent refund £100 based on a low turnover of tenants



Sports Equipment £700 for concrete boards behind practice goal
Possible new community bus service £4k
Replace 3G surface £1K

Decrease:

community centre income £2k
Christmas decorations £500
Defibrillator £1K
Gas charges at community centre £3K
Community centre rates £550 due to revaluation of rateable value of building
Peter Driver Improvements £5K

Changes to project over 3-year forecast:

Removed:

- Community centre extension design & plan £25K – to be paid from Community Centre construction S106 funds plus new Earmarked reserve of £35K
- Community Centre storage shed £18 – to be paid from remainder of Community Centre construction S106 funds & increased to £28K to allow for concrete base and electricity

Added:

- Community Centre exterior seating & patio £10K – may not be sufficient left in Community Centre construction S106 funds after storage shed build.
- Improved signage in community £2K added in 2019 2020
- Parish funded highway schemes £5K added 2017/18 & 2018/19

Changes:

- Xmas decorations – split over several years
- Floral decorations – split over all years

It was **resolved** to approve the revised budget for 2017 and to recommend it to Full Council for approval
Proposed GS, seconded GC, all in favour

**Deputy
clerk**

06/17 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.

No members of the public chose to speak

07/17 Parish maps

To receive an update on the parish maps project and to receive a revised quote for hand drawn illustrations.

Wynn Creative have provided a revised quote to include unique hand drawn illustrations of land marks in Church Crookham as follow:

To produce:

1. Map using hand drawn illustrations reflecting buildings etc. £1,100 - £1,400 approx.
2. Map using icons £450
3. Simple map £290.



Budget for project £4,000

It was **resolved** that the clerk should approach a local Church Crookham illustrator for a quote for the unique illustrations and that Wynn Creative should be notified.

Proposed GS, seconded GC all in favour

08/17 Street names

To decide which street names to submit to Hart DC for use at Crookham Park

Report circulated

Suggestions had been received from councillors and were reviewed.

It was **resolved** that the following names should be submitted for Hart DC:

Proposed GS, seconded DC all in favour

**Deputy
clerk**

Suggestion	Full name	Reason	Suggestions for use:
Hillary	Edmund Hillary	All were in the first expedition on Everest 1953. George Band was the youngest climber and lived in Hartley Wintney until his death	Hillary Heights
Tenzing	Tenzing Norgay		Tenzing Road
Band	George Band OBE		Band Place
Rifle		Reference to Gurkha Rifle Regiment	Rifle Row
Dragon		Church Crookham was on the General Headquarters Line in WWII, with many dragon's teeth and pill boxes in the area	Dragon's Way
Pill Box			Pill Box Road
Keel Row		Music used for the double speed march by the Gurkhas	Keel Row
Brave		"Bravest of the Brave" Regimental march of the Gurkhas	Could be used for the blocks of flats
Patterson	Lt Col Patterson	Commanding officer of the 2nd Battalion Gurkhas	
Ridler	Ken Ridler	Lived at Linkway and was a Christ Church warden for many years and a Burma Star veteran	
Jamieson		Lived on Gally Hill Road and was responsible for the original war memorial committee and the memorials subsequent development and upkeep.	

09/17 Community Centre storage shed

To receive an update on the project and to decide whether to apply for a Certificate of Lawful Development

Hart DC have confirmed that the storage shed comes under permitted development therefore planning permission is not required. The parish council may apply for a Certificate of Lawful Development for a fee of £48.75.

In line with the parish council's Financial Regulations two further quotes for the building are required plus estimates for the laying of the base slab and provision and installation of



electricity for lighting.

It was **resolved** to apply for a Certificate of Lawful Development for the storage shed when the shed and its location have been agreed.
Proposed GS, seconded HA all in favour.

**Deputy
clerk**

10/17 Community centre leaflet

To approve the design of a leaflet advertising the classes at the community centre and the Mens Shed.
Circulated

It was **resolved** to approve the design of the leaflet subject to the following changes:

- Add the names of the dance schools/company names to the timetable
- Men's shed advert – remove the words “or to get involved with setting up” and on the second line replace “which” with “and”

Proposed GS, seconded DC all in favour.

**Events
officer**

11/17 Water Hygiene Risk assessment report

To receive a report from Dynamika Water Technology regarding the risk of exposure to Legionella Bacteria in the water systems at Peter Driver Sports Ground pavilion and the community centre and to decide whether to utilise Dynamika to address the priority one and two issues, provide staff training and to set up a monitoring and maintenance schedule for the water systems
Report circulated.

A follow – up free of charge meeting has been set up with Dynamika on Thursday 9th February at 11am, councillors are welcome to attend.

It was **resolved** to utilise Dynamika to address the priority one and two issues
Proposed GS, seconded Dc all in favour

**Allotment
& Rec
Officer &
Clerk**

12/17 Small Business Rates Relief

To receive an update on the progress of the rates refund and to decide whether to put the net refund received into the Ear Marked Reserve for Improvements at Peter Driver Pavilion
Goodman Nash have confirmed with Hart DC that the parish council is eligible for a refund of £4,403.88 which will be paid by Hart DC in January. Once the refund has been received Goodman Nash will then invoice the parish council for their agreed commission of 35% + VAT i.e. £1,531.46 + VAT leaving a net refund of £2,872.42

It was **resolved** to move the net Small Business Rates Relief refund to the Earmarked Reserves for Peter Driver Improvements to be used to contribute to the cost of any immediate remedial works highlighted by the Dynamika report.
Proposed GS, seconded HC all in favour.

RFO

13/17 2017 2018 Budget and draft 3-year forecast

To approve the prioritisation of the projects in 2017 2018 budget and draft 3-year forecast following confirmation of the tax base for 2017 2018

See above Public Session



14/17 Park Warden

To agree the job specification for the role of Park Warden and where and when to advertise the vacancy.

Postponed to Full Council

15/17 Clerks report

To receive the clerk's report

- We have received photos of fire damage to a litter bin in Azalea Park. The bin caught fire on New Year's Eve, possibly due to fireworks being set off from it, but was put out by local partygoers so fortunately the fire service was not required.
- The bin is a Flint Bin from Streetmaster and costs £345 plus £100 for fitting. Streetmaster have been contacted and will be able to replace the slats. The top 4 slats and 4 slats to the door side are fire damaged and require replacement. The remaining three sides were ok and brushed clean of ash and debris. Firework debris was the evident cause.
- The tree works at Chesilton Woods were approved on 16th December. The work is to be carried out by PA Searle and has been scheduled to begin the week commencing 21st March 2017.
- WHEEL PARK – graffiti has been successfully removed. Planning permission for the acoustic fence has now been closed to comment with no submission from any member of the public. Determination deadline date is January 18th.
- SUMMER FLOWERS – Leaflets were delivered to 3 businesses on Reading Road South. No negative replies received. The order has been placed and confirmed with Amethyst Horticulture. Final locations will need to be determined and licences applied for as required.

16/17 Items for the next agenda

- Public Art project
- Parish Maps project
- Storage shed at community centre
- Men's shed update
- TW meeting

17/17 To agree a date for the next meeting – 13th February 2017

There being no further business, the meeting closed at 20.43

Signed.....

Date.....