



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

**Date and Time:** 8.10pm Monday 13<sup>th</sup> February 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). Richard Jackson (RJ).

Also: Jayne Hawkins (Parish clerk)

There was 2 members of the public present  
Jeremy Silvester (CCPC)

**18/17 Apologies for absence**

There were no apologies.

**19/17 To agree minutes of Facilities Committee meeting held on 6<sup>th</sup> January 2016**

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

**20/17 Dispensations – To receive any written requests for disclosable pecuniary interest  
dispensations from members.**

There were no requests for dispensations

**21/17 Declarations of Interest**

There were no declarations of interest.

**22/17 Chairman’s announcements**

There were no Chairman’s announcements.

**23/17 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. It was agreed to receive comments on the Men’s  
Shed during item 24/17.

**24/17 Men Shed**

**To receive some draft plans for a Men shed at the allotment site and to decide whether the  
Parish Council would support the building of a Men shed on the allotment site. If agreed the  
committee with start to gather quotes and start fundraising.**

The Chairman reported the following

- Plans for location of a shed at the allotments had been circulated
- If approved quotes will be gathered by Men Shed committee
- Fund raising by Men’s Shed committee with help from Hart voluntary action
- It is likely that the Parish Council would charge ground rent and ask for a contribution  
for water and power.
- If the project folds the ground and shed would belong to the Parish Council.
- The Parish Council may also be able to request assistance with maintenance work in  
parish.



The clerk was asked to confirm with Taylor Wimpey the location of the proposed toilet and the electrics and water supply to the site.

Clerk

It was **resolved** to agree in principle to the proposed location of the shed and to support having a men's shed at the allotment site. RJ/GS all in favour.

#### 25/17 Public Art

**To decide how to utilise the remaining public art budget (£58K) and how to split the funding between various projects and how much to retain to cover the cost of ongoing insurance.**

A report was circulated which contained examples of the types of projects that could be investigated further.

- Projects for consideration:
  - Community seating area incorporating a piece of public art/sculpture
  - Interactive seating, climbing, shade, touch/feel/see
  - Interactive climbing
  - Interactive shade
  - Display e.g. wall art, time line for history of Crookham Park (inside or outside of the community centre building)
  - Art Trail of smaller items e.g. metal animal sculptors, stepping stones, small doors at base of trees for children to find.

It was **resolved** to set up a working party to draft a plan for further art work. The following councillors agreed to join the group: GS, HB, GC. Councillors expressed an interest in an art trail of smaller items. Other members of the Parish Council no on Facilities Committee would also be invited to join the working group.

The clerk was asked to request updated maps of the open spaces from Taylor Wimpey.

Clerk

#### 26/17 Community Centre Alarm

**To decide whether to amend security procedures for community centre alarm call outs following a number of recent false alarms**

The Chairman reported the following:

- Update – alarm set off by customers
- Exceeded police call-out limit may withdraw service for 3 months
- Security company – 2 quotes: Shield Security - £385 per annum, £25 per hour called out includes first 30 minutes on site then £20 per hour, Gurkha Security Services - £365 per annum, £36.50 per hour called out.
- Leaflet drop to local resident to see if there are any potential key holders for the building.

It was **resolved** to ask Shield Security to be key holder and provide an alarm response service outside of normal working hours on a 1 year rolling contract.

Clerk

#### 27/17 Orchard

**To receive an update on the pruning of the orchard and to decide whether to accept a quote for pruning the orchard this year and whether to advertise in the newsletter for volunteers to form a Community Orchard group to help with the future management of the orchard.**

The Chairman reported that the following quotes had been obtained to prune the orchard this year, would need to happen soon to complete within the dormant season.

- Pruning quotes reviewed
- Discussion of formation of a Community Group to assist with maintenance and running of orchard.



Cllr Cunningham to supply details of a qualified tree surgeon with RHS experience.

It was **resolved** to grant the clerk authority to instruct a tree surgeon with orchard experience to carry out work up to the value of £1500 before the end of March 2017. GS/GC all in Favour.

Clerk

**28/17 Wheel Park**

**To receive a report on options to further address anti-social behaviour at the wheel park over the spring and summer months.**

Report circulated. The report included

- Employment of a park warden (employed or self-employed)
- Employment of security company to carry out patrols
- Running of events to work with young people to encourage respectful behaviour
- Implement outstanding measures (CCTV and Acoustic fence) and monitor the situation, working with the police and community safety officers as incidents arise
- Installation of more litter bins closer to the ramps.

It was **resolved** that the CCTV and the fencing is installed as soon as possible and additional litter bins close to the ramps installed up to a value of £1000 from the S106 open spaces budget. RJ/HC all in favour. It was agreed to monitor anti-social behaviour in the holidays and to review the need for regular patrol later in the year.

Clerk

Clerk to ask Cleaning company if they will empty additional bins on site.

Clerk

**29/17 LEAP plans**

To receive Crookham Park playground plans the phase 2F LEAP and phase 3 LEAP (if available). **This item was not considered as TW sent the wrong plans.**

**30/17 Newsletter**

**To receive a draft layout for the next newsletter and to agree or suggest articles.**

It was agreed to include the following in the next newsletter

- Governance Review
- Community Orchard
- Update from Chairman
- Article on Crookham Infants School
- Men Shed

The draft newsletter was reviewed and it was agreed to include the following additional items if space allowed:

- Item and photo of community orchard (pruning this year, volunteers, sponsorship)
- Promote SANGS with map
- Bus Survey – Check date of printers.

Clerk

Cllr Scott agreed to review the newsletter and do final edit. Consider asking a graphic designer to revamp future issues of newsletter.

Cllr Scott

**31/17 Clerks report**

**To receive the clerk's report**

- Health and Safety incident  
A needle was found at Peter Driver Playing Fields and disposed of, the clerk would like to purchase sharps boxes for the office and grounds maintenance company



Initial - £146.48 per annum for two sharps bins and two collections  
SRCL - £47.00 per annum for two sharps bins and one collection  
Purchase a sharps bin from internet £10.00 get collected by Hart District  
Council (awaiting further information)

*It was agreed to speak to HDC and purchase individual sharps bins.*

- Acoustic fencing for wheel park – conditions need to be met, Claire has met with tree officer who has advised that the Fencer should lay a weed membrane on the path to the fence site and cover with mulch to prevent damage to tree roots when installing the fence. Mulch can be used to go around sapling trees when work is completed. Once conditions have been
- Parish Maps clerk is marking roads to be included in the road map and will then get a quote for the hand drawn map.
- Gym Equipment – clerk is working on acceptance criteria and can then put the project onto contract finder and issue tender documents. *Documents to be circulated to committee members for comment.*
- Community Centre storage shed – two quotes received, waiting for others to come in.
- Report on Dynamika meeting. Agreed to progress essential work using the Peter Driver Pavilion rates refund: £2862.

Clerk

Clerk

Clerk

**32/17 Quotes**

**To receive quotes.**

Quote from Landform to reinstate grass to reduced plant border at Azalea in open space as requested by Friends of Azalea Park - Turf and topsoil £162 + VAT. Resolved to proceed GS/RJ all in favour

Clerk

Sharps box: £10 per bin pick up by Hart. Clerk to contact Hart to arrange supply of sharps bin and collection.

Clerk

Charterhouse trees – squirrel damage tree at Azalea £490 + VAT GS/HC all in favour

Clerk

It was **resolved** to accept all of the above quotes.

**33/17 Items for the next agenda:**

- Men’s Shed
- CCTV
- Meeting with Taylor Wimpey
- Orchard
- Parish Maps and Gym project
- Hightrees transfer
- Public Art project

**34/17 To agree a date for the next meeting – 13<sup>th</sup> March 2017**

There being no further business, the meeting closed at 21:34

Signed.....

Date.....