



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

Date and Time: 8.00pm Monday 12th June 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), Debbie Moss (DM)

Also: Jayne Hawkins (Parish clerk)

There was 1 member of the public present.

91/17 Apologies for absence

Apologies for absence were received from Cllr D Moss.

92/17 To agree minutes of Facilities Committee meeting held on 8th May 2017

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

93/17 Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members.

There were no requests for dispensations

94/17 Declarations of Interest

There were no declarations of interest.

95/17 Chairman's announcements

The Chairman reported the following:

- Defibrillator training: Stacey Webster from Wel Medical organised training in foyer on the 3rd June. South East Coast Ambulance service will hold CPR and defibrillator training on 24th June – fully booked.
- Party 20th May – 13 year old, £50 deposit not refunded, cleaning and damage costs £50
- Update on number of applicants for PC role – 3 enquiries, 2 applications (1/6/17)
- Update on number of applicants for clerk's role – 3 enquiries
- Request to attend a meeting with Taylor Wimpey and Geoff Armstrong regarding a potential new planning application next to Stillers Farm. TW and HDC would prefer to build on wooded land CC side of Gurkha Path and provide additional parish and SANG land on Stillers Farm. PC should consider CIL /S106 requests. Meeting to take place w/c 12th June. Draft S106/CIL circulated
- Street Snooker date – 27th July.
- Rebound fence at P Driver completed.
- Hatching on Community Centre car park completed.
- Kompan have reported that they will be installing the LEAP for area 2F at the end of the month and 3 Laps.
- Fleet Link monitoring meeting 11th July 10.00am – 11.00am, Harlington. No volunteers.



96/17 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.

There were no comments made by members of the public present.

97/17 Out-door gym project

To receive an update on the out-door gym consultation

The chairman reported the following:

- Informed TGO 25th May 2017, issued a purchase order
- Start date for installation w/c 10th July 2017
- Path will be included in price of £30K
- Clerk has contacted Sport England to enquire about Community Asset fund application and the application has been refused. Due to the high volume of request sport England only support those projects that align closest with the Community Asset Fund objectives.

98/17 CCTV

To receive a final costing for the CCTV project and to decide whether to order posts, cameras and cabinet.

Report circulated

- 1) Planning Application 17/00945/FUL submitted 20th April and validated on 24th with determination date 19th June.
No comments from public – Officer is due to write up for approval w/c 12th June.
- 2) Equipment and order will be placed with Baydale upon confirmation of planning application approval
- 3) Taylor Wimpey contractor completed ducting work and installation of concrete plinths.
- 4) Have met with GTC to finalise details for internet connectivity and electricity connectivity and MPAN numbers have been requested by GTC.
 - For 2KVa supply for cameras
 - For 35KVa potential supply for Athletics club
- 5) Electricity will be provided via HCC framework agreement
- 6) Roger Hardiman has established route for onward connectivity through Yateley Leisure Centre to Rushmoor to get pictures to the monitoring hub.
- 7) Installation costs: approx. £25K, could be less depending upon what costs Taylor Wimpey pass on for duct work and concrete plinths.
- 8) Running costs approx.: £2K per annum

Actions

GTC to confirm date for install following receipt of MPAN for power and fibre connections

TW to agree cost of GTC connections to be paid by PC (if any)

Roger Hardiman to confirm arrangements for relaying pictures to Rushmoor (to be finalised)

Baydale equipment order to be placed subject to planning permission decision by HDC

It was **resolved** to approve a cost for installation of up to £25K and to order posts, cameras and cabinet when appropriate.

Clerk

Proposed GS, seconded HC agreed by all

99/17 Athletics

To receive an update following the athletics meeting held with the Fleet and Church Crookham athletics club on the 15th May 2017.

The chairman reported the following:

- 3 sets of plans viewed. Looking at two storey pavilion.



- Issue over insurance raised. PC to insure public open space, athletics club to insure public liability when in use
- Ownership of track/fencing to be agreed who owns, who insures
- Application of grants who applies. Athletics club could apply in PC name

Options for moving forward were discussed

- Athletics club to seek planning permission for what they require – planning cost approx. £200 plus cost of drawings. 5 years to start works
- Seek legal advice on heads of terms following initial transfer of formal public open space.
- Speak to Taylor Wimpey regarding covenants on the land transfer for the formal open space.
- Would it be an option to build an extension to the community centre for a club house to be used by athletics and tennis clubs or for the Parish to build a bespoke pavilion with additional S106 money from TW for Stillers Farm if this went ahead and a loan from PWLB or a loan from the PC reserves.

Agrostics Turf contacted to provide some consultancy on the athletics area and to provide a final snagging inspection on completion. Original specification sent to them should be on site to survey the athletics track on 13th June.

The committee would like a written list of the terms of using the athletics track area to be created for the next committee meeting.

Clerk

100/17 Disposal of assets

To receive a proposal to dispose of two damaged bins valued at £600 at the wheel park.

The Chairman reported the following:

- The bins at the wheel park were vandalised and are beyond repair.
- One is currently stored in the shed next to the bin store, other is still in place at wheel park until a new bin arrives.
-

It was **resolved** to dispose of the broken bins as cheaply as possible.

Proposed GS, seconded HC all in favour

Clerk

101/17 Peter Driver Pavilion – essential works

To receive quotes for essential maintenance works required at Peter Driver to address high priority issues raised by water risk assessment and visits to site by maintenance companies 3C and JFK. Report circulated

It was reported that

JFK and 3C have been awarded the maintenance contracts for the Peter Driver Pavilion and they have split the essential maintenance works between them based on their skill base.

- Quote 7372 – Plant room, approved at PC Meeting May 17
Remove old plant room equipment (boiler condemned due to carbon monoxide leak and broken flue, cold water tank and hot water cylinders leaking, dead legs) and replace with new boiler and unvented hot water cylinder all cold water to be fed directly off cold water mains. £9,930
- Quote 7375 – Showers



Remove existing showers and pipework (long pipe run, difficult to clean shower heads – legionella risk) replace with 6 new thermostatic bar showers with fixed shower heads and lag all new pipework. £5,042

- Quote 7376 – Marine plywood cladding to plant room walls
Install 18mm marine plywood to all walls in Peter Driver plant room as plaster on all walls has blown. Material and labour - £1,000

Total cost of plant room and showers refurbishment: £15,972 to come from EMR for Peter Driver refurbishment.

Once completed 3C will drain and disinfect entire system. In future there will be no need for chlorination of cold water storage tank as all cold water will be from a mains feed.

Plant room and showers to be completed by 16th June.

It was **resolved** to ask JFK and 3C to complete the emergency works at Peter Driver Pavilion.

Proposed GS, seconded GC, all in favour

Clerk

102/17 Public art project

To receive an update on the next phase of the public art project

The chairman reported the following:

- Alex Slater has been asked to start work on a number of iron items - a column of ants to go up the back of the community centre, a spider and web in one of the big oak trees at the front of the community centre. And a big owl to sit on the canopy of the centre.
At the allotments we'd like a weather vane.
- Jenny working on the history of the site for information to include in the information board at the Gurkha Statue.

GS/HB

103/17 Community Centre update

To receive an update on the community centre

- Out-standing snagging items with Mildren
 - o Wall lights in main hall are faulty not suitable for internal use
 - o Water over-flowing roof at rear of building
- Despite numerous attempts to contact Mildren about addressing these issues they are not responding to RUND or the Parish Council
- The clerk suggests that the council gets quotes for the lights and the roof work before deciding what action to take with Mildren.

It was **resolved** to ask the clerk to get quotes for work to address the lights and roof works. Proposed GC, seconded GS all in favour

Clerk

104/17 Tennis Courts and MUGA

To receive an update on proposals for the management of the tennis courts and MUGA at Crookham Park



- Cost of lock on gate (Jayne emailed Robert Jenkins 18/5/17 for quote) link put though to tennis courts for electrical feed if required. Robert has advised that Clubspark has a deal with a company called CIA to install the locks on the tennis courts. Clerk has contacted them for a cost 7/6/17.
- Request issued on Facebook for people interested in forming a tennis committee. Number of resident have come forward and Gill Chatfield has arranged a meeting for the 21st June at 7pm in the community centre meeting room.
- LTA contacted about Clubspark scheme and booking system. Need to register the tennis venue and must be a British Tennis Member to do this. Once the venue is registered can apply for Clubspark. Clerk has emailed David Reeve at LTA who is their local authority and parks lead. David.Reeve@lta.org.uk
- Fleet Town Council use the Clubspark booking system for their tennis courts. They have two options either an annual membership for £38 or pay and play for £6.15 per hour per court.
- Hart Club development forum – Tuesday 18th July 18:00 – 20:00 Hart Leisure Centre – Hart Lottery, Club matters website & get active Hampshire
- Club Matters website offers lots of advice and assistance in setting up a new club.

105/17 Newsletter

To receive the final version of the newsletter for approval

Newsletter goes to printer on 19th June

Draft newsletter circulated

It was **resolved** to accept the newsletter with a few minor amendments

Proposed GS, seconded HC all in favour

Clerk

106/17 Fleet and Church Crookham local radio

To receive information about a potential new local radio station and to decide whether to write a letter of support.

- Email received Paul Wisdom 29th May 2017, information circulated
- Looking to launch a not for profit community radio station in Fleet and Church Crookham.
- Volunteers would be trained

It was **resolved** to write a letter of support for a local charitable radio service dedicated to Fleet and Church Crookham.

Proposed GC, seconded GS all in favour

Clerk

107/17 Quotes

To receive quotes

Haven Memorial – cleaning war memorial

It was **resolved** to write to Crookham Village Parish Council to ask if they would be prepared to contribute to the cost of cleaning the war memorial in 2018/19 Total cost £1365

Proposed GS, seconded GC all in favour

Haven Memorial - Lynwood bolder cleaning – £95



New plaque Lynwood bolder - £200
Repair to mixer on PA system, Sound Services - £125 plus vat
Community Centre flooring (edges toilets) Awaiting quote via JFK

It was **resolved** to give approval for all of the above
Proposed GS, seconded GC all in favour

Clerk

108/17 Items for the next agenda:

Tennis Courts, CCTV, NEAP installation and planning
Athletics report
History board by orchard.
Update on public art
Review terms and conditions of hire for community centre with reference to age limit for parties.

109/17 To agree a date for the next meeting – 10th July 2017

There being no further business, the meeting closed at 21.00

Signed.....

Date.....

