

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

Minutes of the Meeting held:

Date and Time: 8.00pm Monday 9th October 2017

Place: Church Crookham Community Centre, Boyce Road, Crookham Park, Church Crookham, GU52 8AQ

Present:

Councillors: Gill Scott (GS) (Chair), Helen Butler (HB), Debbie Moss (DM); Cameron Miller (CM), Gill Chatfield (GC), Cristina Harris (CH); Richard Martin (RM); Peter Collings (PC).

Also: Claire Inglis (Clerk)

There were 0 member of the public present.

169/17	<p>Apologies for absence</p> <p>None received</p>	
170/17	<p>To agree minutes of previous meeting held on 11th September 2017</p> <p>The minutes of the previous meeting were approved as a true record of the meeting.</p>	
171/17	<p>Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>None received.</p>	
172/17	<p>Declaration of interest relating to any item on the agenda.</p> <p>None received.</p>	
173/17	<p>Chairman’s Announcements</p> <p>The Chairman reported the following:</p> <ul style="list-style-type: none"> • Xmas decs install and lights on date Saturday 25th November • Flowers now been removed from locations around the Parish although a couple of gateway half barrels have been missed. • Barn dance this Saturday – helpers CH and HB. Jenny will confirm duties and timings. • High Trees land transfer has completed this week and Landform have been instructed to maintain this area from next week. Facilities Officer to meet with Alex Marsh to agree scope of works. 	
174/17	<p>Public session – This is an opportunity for members of the public to bring matters relating to items on the agenda to the attention of the committee.</p> <p>None present.</p>	
175/17	<p>Gurkha Path</p> <p>To receive additional information from Taylor Wimpey further to the request to use Gurkha Path to access construction area for Phase 2H</p> <p>Councillors GC & RM met with Taylor Wimpey at the Gurkha Path to further the</p>	

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	<p>discussion re the request to use the path for construction access for Phase 2H.</p> <p>Access into the site was confirmed and will be close to the allotment end of the Gurkha Path and will not require traffic to traverse along the extent of the Gurkha path in front of all properties on Allamand. A gateway exists but is currently hidden under brambles etc.</p> <p>It was agreed if permission was granted that: Hoarding to at least 3m would be erected to screen the traffic from the 6/7 households along Allamand. Tree work requests will be placed with HDC tree department to remove saplings and deadwood from mature/ failing Oaks in the area of access to the site including Naishes Lane. Full occupation is anticipated February 2019. The other end of the Gurkha Path will be reopened as soon as possible although there may be a period of time when both ends are closed as the site compound is relocated to complete phase 2H. Benefits include: Main areas of Jubilee Drive can be resurfaced much sooner. Less impact on residents within the development as construction traffic is diverted away. Naishes Lane will be brought up to a better condition to allow for construction traffic. Community trees will be provided by Taylor Wimpey to replace saplings that may be removed to gain access. Toilet at allotments will be provided.</p> <p>It was resolved to grant permission subject to the following conditions: Naishes Lane will be improved for access by construction traffic and tree line assessed and permission sought for any work required for large vehicles. Construction traffic will still adhere to site hours for deliveries Tree work requests will be made to HDC along Gurkha Path to entrance of site. Other stretches of the Gurkha Path will be reopened as soon as possible Temporary hoarding will be installed along the short stretch of the Gurkha path to block the view from the few properties impacted along Allamand. Residents will be informed by Taylor Wimpey of the use of the Gurkha Path and CCPC will have sight of the letter issued. Any damage to the surface along the access route will be rectified upon completion. Provision of Community trees, toilet at allotments and possibly a base for Men's shed. Proposed: GC, Seconded: RM, Abstain: CM, Against: GS, all others in favour.</p>	
176/17	<p>CCTV To receive an update on progress.</p> <p>Devines on behalf of Taylor Wimpey redirected the purple fibre duct within the concrete plinth on Monday 9th October. This awaits backfill of concrete. Clerk has requested a meeting with Taylor Wimpey to book in the subsequent trades to progress this project now. Final electric and fibre connections can now be made with camera install to follow.</p>	

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177/17	<p>Tennis Court Management To receive an update on progress.</p> <p>There has been no progress on door mechanism installation as this can only progress once the CCTV is resolved. Potential income generation is being calculated using data from Fleet Town Council {and Elvetham Parish Council when received}.</p> <p>Fleet Town Council (FTC) have 6 courts which are not currently floodlit therefore the seasonality factor would be similar to CCPC albeit CCPC have only 2 courts. Based only on FTC income figures If CCPC targeted 80 households' members @ £40 this could generate £3,200 per annum If CCPC targeted 100 pay & play sessions mainly April – Sept this could generate £600 per annum. This currently excludes income from possible coaching sessions and a club type regular booking.</p> <p>We await information from Elvetham on tennis income to inform these figures further. Other factors to consider in the calculation will be number of households. Approx. £4000 + income potential would partly offset annual expenditure prediction of £7280 which includes long term replacement plan.</p> <p>Councillors considered this a fair estimate of income at this time.</p>	
178/17	<p>Community Centre Terms & Conditions of Hire To receive a request to change the Terms & conditions in relation to use of furniture.</p> <p>Requests are made by hirers to use the tables and chairs from Acorn in Oak hall for toddler parties. Furniture is not owned by CCPC and a small fee is paid for the use of it during the year for parties. There is no suitable trolley to safely move this furniture from one hall to another and therefore poses a risk to staff. If responsibility was given to hirer to move furniture this could result in personal injury or damage to furniture (Not CCPC owned). Hirers have abused access to other halls before.</p> <p>Councillors requested cost information on purchase of small tables and chairs for future use in Oak and monitor demand for them.</p> <p>It was resolved to accept the change to Terms & Conditions as presented with immediate effect. Proposed: GS, Seconded: GC, all in favour.</p>	
179/17	<p>Community Centre Roof and Lights To receive an update following works to the roof of the Community Centre.</p> <p>Report circulated with visuals of work carried out on 23rd September. Some dampness was noticed on wall following rain on Monday 25th September. CCPC need to keep leaf litter clear from gutter to test effectiveness of diverters. KMC Cleaning able to carry out fortnightly at moment. Staff are able to monitor level of leaf litter via CCTV camera at rear.</p>	

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	<p>Re Lights requesting 2 quotes to replace whole light or just fittings.</p> <p>It was agreed that staff would continue to monitor leaf litter and record in interim. The cleaners will regularly remove leaf litter; weekly if possible otherwise fortnightly.</p> <p>It was resolved for staff to purchase a ladder for use at the Community Centre to be stored in the shed with a budget of up to £150. Proposed: GS, Seconded: GC, all in favour.</p> <p>Staff will carry out a risk assessment for use of ladder.</p>	
180/17	<p>Men's Shed To receive an update on progress.</p> <ul style="list-style-type: none"> • Allan Walker provided Clerk with update Tuesday 3rd October • Grant applications are being submitted and some have been successful whilst others not. • Vinci have granted Men's Shed £3k for fencing and security. • John Bennison Hampshire County Council has granted £1k towards base for shed. • Ewshot fair donated £100 for the Skittles game made by the Men's Shed • Grant applications are now limited due to lack of planning permission for a shed. • If Planning permission was sought and was successful this could unlock further funding. • 28 Supporters on the Hart Lottery generates just enough income to cover the costs of using Calthorpe Park School. • 75 expressions of interest have been received for membership but again this is limited by the times of operation whilst based at Calthorpe Park School. • Community Projects currently being worked on include: Mud Kitchen for Crookham Infants, Scouts have requested shelving, Calthorpe have requested parking signs for use on parent consultation evenings. <p>Councillors agreed that it made sense for the planning application to be made in name of CCPC as it owns the land upon which it will be located. Cllr. CM advised that Men's Shed should not commence building if planning permission was granted as this could also hinder grant applications advising them to carefully read Terms and Conditions of grant applications. Further that there may be restrictions on the Men's Shed selling items made and that this may be restricted to "all profits go to Men's Shed".</p> <p>It was resolved to submit a planning application prepared by Men's Shed in the name of Church Crookham Parish Council and to pay the planning fee on their behalf whilst retaining the intellectual rights to the plans if the shed was not to proceed. Proposed: GS, Seconded: PC, all in favour.</p>	
181/17	<p>Crookham Park To receive an update from Taylor Wimpey</p> <p>Taylor Wimpey are aware that a request for an update has been made on the following:</p>	

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	<p>Jubilee Play Park fence works</p> <p>Athletics track – aware some work has been carried out by Redfields but Taylor Wimpey are still to sit down with them to agree way forward</p> <p>Taylor Wimpey are requesting a meeting with HDC planners to agree the LAPS/LEAPS & NEAPS</p> <p>The Clerk is chasing for confirmation on these issues.</p>	
182/17	<p>Public Art Project</p> <p>To receive an update on the next phase of the public art project and to agree any actions or authorise expenditure.</p> <p>An Art walk took place by Councillors and the Clerk on Friday 22nd September; commencing at Allotment site following the Gurkha path behind development of 2H area.</p> <p>Locations and ideas for the wooden art trail were established and include: Oak/ Acorn/ Holly/Ivy/ Bees / Dragonfly / Squirrel / Rabbit / Owl / Badger</p> <p>Costings for approx. 8 wooden posts along this stretch of the Gurkha path at approx. £560 per post would be £4.5k.</p> <p>Taylor Wimpey have verbally granted permission for wooden posts to be installed along the Gurkha Path at the rear of Phase 2H whilst still under their ownership.</p> <p>It was resolved to authorise expenditure of up to £5,000 from the Art Budget for 8 posts to be provided by the Wood Man, Rob Beckinsale.</p> <p>Proposed: GS, Seconded: DM, all in favour.</p> <p>On placing of the order CCPC will establish if a saving can be made on delivery for the bulk order of posts. CCPC will also liaise with Taylor Wimpey on access to wood from any granted tree works.</p>	
183/17	<p>Quotes</p> <p>JFK – Plumbers have been asked to replace plastic pipe work for toilet overflow from Peter Driver pavilion to copper. Plastic pipes are easily damaged causing water to drip down wall.</p> <p>£181 Labour and parts for 4 toilets</p> <p>Landform Consultants</p> <p>a) Repaint chain link around War Memorial as black paint coming off £170 labour and materials</p> <p>b) Infill and make good two divots at High Trees within play area to prevent trip hazard £75 labour and materials</p> <p>It was resolved to accept the quotes from JFK and Landform Consultants as above</p> <p>Proposed: GS, Seconded: PC, all in favour.</p> <p>Tree Work to Oak in front of Community centre</p>	

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	<p>One of the focal point Oak trees to the front of the Community Centre is in decline. Tree Consultant considers that without an attempt to treat the tree with root decompaction methods and feeding and mulching the tree may need to be removed within a three-year time period.</p> <p>As the tree is such a focal point to the Community Centre, councillors considered it was worth giving the tree a chance and that decompaction work and mulching to tree should be attempted.</p> <p>AborAeration - £1,655 -Tamlra trees would contribute £300 to the cost Rhys Charterhouse - £1,200</p> <p>It was resolved to carry out decompaction work and mulching to the declining oak at the front of the Community Centre on the basis that the tree is a focal point to the centre using Charterhouse Tree Care Limited £1,200. Proposed: GS, Seconded: CM, all in favour.</p>	
184/17	<p>Items for next meeting</p> <p>Men's Shed Planning application CCTV/ Tennis update on progress Community trees provided by Taylor Wimpey agree locations Local Artists display works on Open spaces Taylor Wimpey meeting to be arranged</p>	
185/17	<p>To agree a date for the next meeting – 13th November 2017</p> <p>There being no other business the meeting was closed at 9.01pm.</p>	

Signed.....

Date.....