

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

Minutes of the Meeting held:

Date and Time: 8.00pm Monday 8th January 2018

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

Present:

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

Also: Claire Inglis (Clerk)

There were 0 members of the public present.

001/18	Apologies for absence – Debbie Moss, Cristina Harris.	
002/18	To agree minutes of previous meeting held on 11th December 2017 The minutes of the previous meeting were approved as a true record of the meeting.	
003/18	Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members None received.	
004/18	Declaration of interest relating to any item on the agenda. None received.	
005/18	<p>Chairman’s Announcements</p> <ul style="list-style-type: none"> • Men's Shed planning application is ready for submission. CCPC would like to agree content of planning application before submission. • Asset Verification - Councillors have volunteered and all locations are covered. Other councillors not involved may wish to double up at locations to speed the process up. Lists of assets will be distributed later this week to the relevant councillors for the task to be carried out at a time to suit. Before year end. • Taylor Wimpey (TW) latest update includes: <ul style="list-style-type: none"> - Hart DC have requested additional equipment to be added to LAPS and are finalising discussions with TW on the content of existing play areas. Kompan the providers are resubmitting designs to Hart DC based on their requirements with TW looking to receive the go-ahead from HDC for installation within the next month. - Redfields (contractor for Athletics track and MUGA) have been served notice by TW advancing to a legal solution as the works to “verti-drain” the area was not carried out. This will progress in the New Year and I will seek regular updates from Nigel on this. - S106 monies – Redfields being put on notice has to some extent delayed the delivery of the S106 money as a large portion of the money would be for that area. TW still anticipates the money to be delivered in January. The bank account is ready for receipt of the money. - Gurkha Path – preparations for access to the construction phase continue with much 	<p>Clerk</p> <p>RFO</p>

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

	<p>tree/ shrub clearance work having been carried out.</p> <ul style="list-style-type: none"> • FACC information on drones was received and circulated this morning • ESSO pipeline - CCPC have received notification that the pipeline is due to have a substantial part replaced and this may impact on the site at Peter Driver and in other areas of the parish. No details are available but we expect to be contacted by the project team in charge of the works in due course. • Would anyone like to join Gill C on Friday 2nd March at the Girl-guiding North Hampshire Celebration and Review Meeting 7.30pm - 9.30pm in Basingstoke 	
006/18	<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>	
007/18	<p>QEB Steering Committee To review and agree the list of schemes prioritised by CCPC in advance of the QEB meeting</p> <p>The next QEB meeting is due to be held 15th January and will be attended by PC & HB.</p> <p>Councillors reviewed the minutes from the previous QEB meeting and the Hampshire CC project priority list. CCPC disagreed with the priority given to Fleet station as this project has already received money from the QEB funds. The status of Windy Gap should be established as the “No Right Turn” trial is due to come to an end soon and funding potential from Hartland Park should be explored. Bourley Road junction with Beacon Hill should remain as a priority. Cycle routes should also receive greater priority and the focus on lack of public transport with the threat of loss of buses through Church Crookham a real possibility.</p> <p>CCPC agreed that PC and HB should stipulate the position of CCPC in that QEB funding should target projects that directly improve traffic movement for those impacted in Church Crookham by the QEB development.</p> <p>CCPC preferred projects have slipped in priority given by QEB Committee group and those representing CCPC at the next QEB meeting are also looking to obtain information on the following:</p> <ul style="list-style-type: none"> • CCPC would like to know what the status of each issue is and the outcome of actions from the October meeting especially the roundabout on Sandy Lane into the development. • CCPC would like to know the outcome of the comments made at the last committee meeting as highlighted under point 3 of the October 17 committee minutes. 	
008/18	<p>Apiary Site update To receive an update on progress with the Apiary site installation</p> <p>Licence information has been gathered and an outline set of rules tentatively agreed with FBKA.</p> <p>Whilst a grant application has been received for fencing to the apiary site this does not represent a fully costed proposal hence the fencing contractor used by CCPC has been asked</p>	

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

	<p>for a quote before bringing to council. It was agreed that the fencing should be owned by FBKA and maintained by them.</p> <p>The grounds maintenance team are also due to meet with Beekeepers to assess need for cut back to trees / hedge in area to facilitate installation of the apiary.</p> <p>The Clerk was asked to confirm if the CCTV at the allotment site will cover the chosen location.</p> <p>It was agreed that CCPC do not wish to derive an income from the Beekeepers but the individual members should be encouraged to make a donation to the Allotment Tenants Association for use of the allotment shed and facilities.</p> <p>It was resolved to accept the DRAFT rules and regulations proposed for the Apiary site, to charge a peppercorn rent with an initial licence to occupy the site for 5yrs renewal after the first five years.</p> <p>Proposed GS, Seconded RM, all in favour.</p> <p>All issues will be progressed in the next month</p>	Clerk
009/18	<p>Debtor Review</p> <p>To confirm outcome of debtor review and agree further actions</p> <p>The hirer of a 2-hour slot on Tuesdays has now been denied access to the Community Centre as no contact has been made by the hirer and the debt unpaid totals £180. The slots have been offered and are being confirmed to replace this hirer in January. The debt has been chased today 8th January by phone message and email confirmation. The hirer has been informed that proceedings to recover the debt will ensue and fees incurred by CCPC will be added to the debt.</p> <p>Money Claim Online is a means to recover the money and will require details and copies of letters sent in the “pre-action” taken to recover the debt.</p> <p>It was resolved to issue a recorded delivery letter to confirm that the outstanding amount should be paid within 7 days or proceedings to recover the debt will commence and any charges incurred by CCPC will be added to the debt.</p> <p>Proposed GC, Seconded PC, all in favour.</p>	RFO
010/18	<p>Public Art Project</p> <p>To receive an update on commissioned art work and agree locations for installation of Wood Art trail</p> <ul style="list-style-type: none"> • Iron Works will be ready for install end February - Spiders web is complete, Spider is being made, a dragonfly and butterfly are being added to the web also, Ants and Owl are being powder coated. • Wood Art Trail will be ready for install on Friday 19th January. Locations have been identified and are to be confirmed. • The Art Trail is to be named by the pre-school and entries/suggestions are awaited. This may then develop into naming the animals. <p>It was resolved to accept the locations as per the report for the wood art trail with 2 to be temporarily stored at the Community Centre until construction works in the area are complete. Proposed GS, Seconded CM, all in favour.</p>	

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

011/18	<p>CCTV To receive an update on progress</p> <p>Baydale postponed camera install until the new year partly because of resourcing manpower but the Clerk tentatively suggested the new year as the requirement for an electric meter looked more likely. However TW suggested holding off on a meter application until the first week of the new year as GTC and the electrician have been organised to between them still work towards an unmetered supply. Unfortunately due to the site closure for Christmas TW struggled to get this done this side of the holidays,. A meter request could take up to four weeks so it was thought it was worth waiting until first week of January to see where CCPC stand. TW are looking to speak to GTC re date to visit on Monday so will be chased up on Tuesday.</p>	Clerk
012/18	<p>Quotes To receive update on quotes accepted and work placed and approve current quotes for works as appropriate</p> <p>1) Haven Memorials Clean the War Memorial Costs shared 50:50 with Crookham Village Parish Council £800 Total - Budget Code Open Space Maintenance Proposed GS, Seconded GC, all in favour.</p> <p>2) Haven Memorials Clean Lynwood memorial Stone £100 Total - Budget Code Open Space Maintenance Proposed GS, Seconded PC, all in favour.</p> <p>3) Not included for approval at this time.</p> <p>1) <u>Additional Azalea Gardens Tarmac Path costs</u> At the November PC meeting Gunns Contractor were appointed to install additional path at Azalea Gardens and £14,908 cost was approved.</p> <p>At a site meeting between the Contractor, Facilities Officer and a disabled user of the park to discuss the drop kerb it came to light that the contractor had only quoted for a 1m path. Upon investigating it was evident that this aspect of the specification was not sent to this contractor whilst others had received the spec. and quoted for a 2m path. Gunns have requoted and the total cost came out as follows: 2M Path Gunns £21930, Apex £22,450, Pegasus £18000 Only need 1.8M Path to match the existing path Gunns £20,730 Gunns would still be the recommended contractor in light of the site meeting to resolve the gate access/ drop kerb issue re 5) below to make the park more accessible to disabled users. Therefore additional expenditure needs approval if recommendation is accepted for £5,822</p>	

CHURCH CROOKHAM PARISH COUNCIL

Facilities Committee

	<p>5) Gunns Relocation of Gate Contractor Gate to allow access to drop kerb for disabled users £1200 Total - Budget Code Projects</p> <p>It was resolved to accept the additional costs £5,822 and £1,200 but to try to negotiate for a better price with the contractor. Proposed RM, Seconded PC and all in favour.</p>	
013/18	<p>Items for next meeting</p> <p>Progress on Mary Barry memorial bench Confirm date for continued Outreach discussion - police meeting Orchard Pruning event details to be confirmed at Full Council Great British Spring Clean in March details to be confirmed Naming of Art Trail based on results in from Pre-school Iron works install date Speedwatch to contact other parishes CCTV update TW LAPs, LEAPs, NEAP progress on approval from Hart DC / Gurkha Path QEB steering group meeting follow up Follow up response to newsletter Gurkha Boards meeting 29th January follow up</p>	
014/18	<p>To agree a date for the next meeting – 12th February 2018</p> <p>GS send apologies in advance, HB to chair meeting.</p> <p>Meeting closed at 21.10pm</p>	