

# CHURCH CROOKHAM PARISH COUNCIL

## Facilities Committee

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**Minutes of the Meeting held:**

**Date and Time:** 8pm Monday 8<sup>th</sup> October 2018

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

**Present:**

Councillors: Gill Scott (GSc) (Chair), Helen Butler (HB), Richard Martin (RM), Cristina Harris (CH), Debbie Moss (DM), Jenny Radley (JR), Gareth Saunders (GSa).

Also: Claire Inglis (Clerk)  
Cllr. Michael Thorne (MT)

There were 0 members of the public present

93/18	<p><b>Apologies for absence</b></p> <p>Gill Chatfield</p>	
94/18	<p><b>To agree minutes of previous meeting held on 13<sup>th</sup> August 2018</b></p> <p>The minutes of the meeting of 13<sup>th</sup> August 2018 were approved and signed as a true record of the meeting. Proposed GSc, seconded RM, all in favour</p>	
95/18	<p><b>Dispensations</b> – To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>None received</p>	
96/18	<p><b>Declaration of interest relating to any item on the agenda</b></p> <p>Agenda item 99/18 RM</p>	
97/18	<p><b>Chairman’s Announcements</b></p> <p>Allotment inspection is due to take place Thursday 11<sup>th</sup> October Cllrs. DM and JR with Facilities Officer.</p>	
98/18	<p><b>Public session</b> – 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>	
99/18	<p><b>Allotment Path</b></p> <p>To agree further path reinforcement works at allotment site</p> <p>One of the main paths to the allotment site had experimental reinforcement works carried out last winter and has maintained the path as a flatter and more sturdy</p>	

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	<p>surface. Budget was set aside to carry out works in other areas once its effectiveness was established total £2,500. Suggest further stretch up to value of £1200 to address two further paths as per the priority list provided by the committee. Price per linear metre £20.</p> <p><b>It was resolved to carry out further works to two allotment paths to the value of £1,200 from the allotment path project budget.</b>  <b>Proposed GSc, Seconded HB, 6 in favour, 1 abstention.</b></p>	FO
100/18	<p><b>Memorial Bench</b>          To confirm the order for a memorial bench from an alternative supplier</p> <p>Previous bench supplier has been unable to fulfil the order so different supplier has been found. Options include a 4-seater and 3-seater with wording to be etched on the top rail and bottom rail of the back panel of the seat. Also an option for a carved image.</p> <p><b>It was resolved to order the 4-seater Great Maythem bench with fixings to be secured with the following words:</b>  <b>Top rail "In memory of Mary Barry who served on Church Crookham Parish Council between X &amp; X"</b>  <b>Bottom rail "Mary championed for facilities for the youth of the parish"</b>  <b>Example images to be circulated by email to be agreed.</b>  <b>Proposed GSc, Seconded JR, all in favour.</b></p>	RFO
101/18	<p><b>Lengthsman</b>          To agree scope of works for Lengthsman around parish</p> <p>The parish council still has budget for current year held by Yateley TC of £1,000. Some areas have been identified around the parish which would benefit from a tidy/ clean up as per the list. Officers welcome suggestions from councillors for other areas within parish that would benefit from a visit from the Lengthsman.</p> <p><b>It was resolved to engage the Lengthsman to carry out works as listed below:</b></p> <ul style="list-style-type: none"> <li>• <b>Clear cycle paths along Naishes Lane and Liepzig Road behind build outs</b></li> <li>• <b>Lynwood path exit at Aldershot Road cut back hedges either side of entrance and raise canopy of overhanging trees along the footpath</b></li> <li>• <b>Clear path edges Lynwood path to Wynne Gardens</b></li> <li>• <b>Clear branches overhanging footpath to Beacon Hill Rd from Tweseldown pub towards Vertu site</b></li> <li>• <b>Clear footpath from Tweseldown pub to Vertu site to fully expose footpath width back to grass verge edge</b></li> <li>• <b>Clean major and Welcome to signs in parish e.g. Reading Road South junction towards Foresters pub cutting back trees for sign visibility</b></li> <li>• <b>Increase visibility to gateway sign on Aldershot Rd from Foresters clean and cut back overhanging branches</b></li> </ul>	

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	<ul style="list-style-type: none"> <li>• Coxheath Rd junction with Crookham Rd clear weeds from road sign here</li> <li>• Clear Sandy Lane road sign opposite Wyvern pub reducing weeds in the area</li> </ul> <p><b>Proposed GSc, Seconded RM, all in favour.</b></p>	
102/18	<p><b>Park Maintenance</b> To approve maintenance works to parks</p> <p>Various maintenance tasks have arisen from site visits and include: High Trees - Install patio slabs to benches within play park to prevent wear and tear on grass surface in front of seats <b>Treasure Fencing £125 per bench including patio slabs</b> Peter Driver: Fence panel requires replacement on the five-a-side MUGA due to damage. <b>Panel to be supply only basis from Lee Brothers £150 approx.</b> <b>Fitting by Treasure Fencing £50</b> Peter Driver: Extension to rebound wall at rear of site to where fence is damaged. This is to extend the kick wall a bay either side of both goal post positions to prevent further damage to mesh fence at rear of site. <b>Treasure fencing £1,200</b></p> <p><b>It was resolved to carry out all maintenance tasks as described above from Open space maintenance budget.</b> <b>Proposed GSc, Seconded JR, all in favour.</b></p> <p><b>Clerk asked to request patio slabs to be installed as part of park install in front of benches.</b></p>	<p>FO</p> <p>Clerk</p>
103/18	<p><b>Bins</b> To agree bin locations and approve order to purchase</p> <p>Taylor Wimpey contractor have agreed to install CCPC preferred bins in play park locations. Currently have <b>1 in stock</b> and based on play park installs to take place estimated requirement is for 14 additional bins Locations on maps were discussed New bins</p> <ol style="list-style-type: none"> <li>1. LAP Area H</li> <li>2. LAP Channer (now open space J)</li> <li>3. LEAP Allamand (TBC)</li> <li>4. LAP Area G</li> <li>5. LAP Allamand</li> <li>6. LAP Boyce</li> <li>7. LAP Area D (Location to be confirmed)</li> <li>8. LAP Area C</li> <li>9. LAP Area B</li> <li>10. LAP Area A</li> </ol>	

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	<p>11. Memorial Orchard Replacement of Kompan bins</p> <ol style="list-style-type: none"> <li>1. LAP Nepal</li> <li>2. LEAP High Trees</li> <li>3. LEAP Crossways</li> <li>4. LAP Rana</li> </ol> <p>Flint bins cost £350 per bin excluding delivery charge bins can be stored in outside shed for install as parks rolled out.</p> <p><b>It was resolved to order 14 Flint bins at £350 per bin including signage to be delivered and stored until required at a delivery cost of £210, total £5,200 from S106 Open Space maintenance.</b></p> <p><b>Proposed GSc, Seconded GSa, all in favour.</b></p> <p>Bins in other locations should be determined on a needs basis once development is complete as there is a need to balance capacity for bin emptying at Comm centre prior to removal by current refuse collector.</p> <p>Currently twice weekly collections from Comm centre at £12.65 per collection which would likely increase to 3 times weekly with additional bins.</p> <p>Also locations for access to empty bins needs to be considered i.e. access by road close to bin location for transfer to bin store at Comm centre.</p>	Clerk
104/18	<p><b>Christmas Party</b> To agree a budget and details for the Christmas Party to be held 2nd December</p> <p>Promotion of event will be managed by existing staff in interim period prior to replacement member of staff for event management.</p> <p><b>Report was reviewed and costs of £410 versus maximum potential income of £300. It was resolved to approve the budget for the Christmas party to be held 2<sup>nd</sup> December</b></p> <p><b>Proposed GSc, Seconded RM, all in favour.</b></p> <p>Clerk to provide gluten-free alternative to participants. Cllrs. RM, GSc and MT offered assistance at event.</p>	Clerk
105/18	<p><b>Clerk update</b> To receive an update on current issues</p> <ul style="list-style-type: none"> <li>• CCTV - Additional cameras at the allotment site have been installed to cover the apiary site and the men's shed area</li> <li>• CCTV Crookham Park - Fully operational and functioning on Pan Tilt Zoom mode so 24/7 coverage and capacity to zoom in if an incident- Job finally complete</li> <li>• Azalea park - equipment out of bounds part on order will be fitted upon receipt</li> </ul>	

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106/18	<b>Quotes</b> To receive and approve quotes for works  <b>To confirm quote agreed by email consensus for electrical work to improve heating operation around building and improve air exchange in toilet zone.</b> <b>JFK £893 ex VAT</b> <b>Proposed GSc, Seconded RM, all in favour.</b>	
107/18	<b>To agree dates for the upcoming meetings</b>  <b>Next meetings:</b> <b>22<sup>nd</sup> October Planning</b> <b>22<sup>nd</sup> October Full Council</b> <b>12<sup>th</sup> November Planning ONLY 7.45pm</b> <b>26<sup>th</sup> November Planning</b> <b>26<sup>th</sup> November Full Council</b>  Meeting closed at 20.42pm	

Signed ..... Date.....