

FACILITIES COMMITTEE

Initial:
Date:

Minutes of the Meeting held:

Date and Time: 8.00pm Monday 9th December 2019

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

Present:

Councillors: Gill Scott (GSc) (Chair), Helen Butler (HB), Cristina Harris (CH), Jenny Radley (JR), Gareth Saunders (GSa)

Also: Claire Inglis (Clerk)

There were 0 members of the public present

070/19	<p>Apologies for absence</p> <p>Cllr Thomas & Cllr Moss</p>	
071/19	<p>To agree approved minutes for signing of previous meeting held on 14th October 2019</p> <p>The minutes were agreed and signed</p>	
072/19	<p>Dispensations</p> <p>To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>None received</p>	
073/19	<p>Declaration of interest relating to any item on the agenda</p> <p>None received</p>	
074/19	<p>Chairman's Announcements</p> <p>Christmas Party was a big success with the largest attendance to date, almost sold out event (60 tickets) with just a couple of no shows. Jessica from Hartbeeps worked very hard and Santa was a big hit. Thank you to all Councillors who assisted at the event.</p>	
075/19	<p>Public session</p> <p>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>No public present</p>	
076/19	<p>Traffic Counter Survey</p> <p>To receive the data from the traffic counter survey at the Community Centre</p> <p>Survey results from the traffic counter survey were received and were shared with the Councillors. The results were displayed in 15-minute drops within each hour i.e. 4 totals for each ¼ hour. Whilst the survey shows numbers entering the main car park the usage of the overflow is currently low and impacted when a larger event is held in the centre. Example 19th November: Dance school event 6 vehicles used overflow car park.</p>	

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	<p>The Fleet & Church Crookham Athletics Club also ran a survey on their club nights concurrently (Tuesdays, Wednesdays and Thursdays). This involved the Seniors, junior coaches and parents that drop-off as well as park and stay.</p> <p>Tuesdays approx. 20 parked plus 22 drop-offs Wednesdays approx. 28 parked plus 25 drop-offs Thursdays approx. 14 parked (difficult to judge the drop offs due to Peter Driver car park being busy).</p> <p>It was agreed that the data would be useful when progress is made with the athletics track and the subsequent discussions with the club whose intentions would be to grow their membership if they had a suitable venue.</p>	
077/19	<p>Community Signage Project To receive an update on the project and agree any actions</p> <p>The Councillors reviewed progress of the project and agreed the outline locations and style of finger posts. The current budget allows for £17,000 with potential costs for road signs and finger posts for directions to Community Centre and other Parish Council facilities within the development at least £16k including installation. Additional budget will be required to update other sundry signs and future enhancement of the LAPs.</p> <p>It was resolved to allocate an additional £20,000 to the budget for 2020/21 Proposed GSc, Seconded GSa, all in favour.</p>	RFO
078/19	<p>Review of Budgeted Projects To consider current year project codes and ear-marked reserves to inform the budgetary process</p> <p>At the Finance & Policy October meeting a request was made by the committee for Facilities to review project codes in the current year budget and EMR's held.</p> <p>Budget line in current and future years</p> <p>1) Floral decorations: We are showing an increase to the budget of £1,000 in future years to change displays in community to fewer but larger scale to be more impactful Agreed recommendation to Finance & Policy budget discussions</p> <p>2) Christmas Decorations: 2019 No additions to decorations in year with a current Budget of £2,000 Future budgets currently show £1,500 per annum going forward. Agreed to move current year to Christmas decoration EMR and retain budget at £1,500 per annum due to tree lights to front of Community Centre removal due to tree works. Agreed recommendation to Finance & Policy budget discussions</p> <p>EMRs held Budget line in current year and EMR</p> <p>1) Exterior Seating / Sensory Garden £15k current year budget</p>	RFO

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<p>£10k Ear Marked Reserve currently held & £40k EMR Public Art S106</p> <p>Project scoping to commence in 2020/21</p> <p>Agreed No additional budget proposed for this project as recommendation to Finance & Policy budget discussions</p> <p>No budget allocated or EMR</p> <p>Table Tennis Agreed to remove this budget suggestion</p> <p>No budget allocated but EMR held</p> <p>Basketball hoop £5k EMR currently held which could be considered as part of Azalea Park improvement project to be scoped early 2020 for installation in 2020/21 or at Peter Driver if pipeline project has impact on Street Snooker board.</p> <p>Agreed recommendation to Finance & Policy budget discussions move Basketball EMR into Play equipment replacement EMR currently £49,000 {£6k per annum budgeted in future years}</p> <p>At the Finance and Policy October meeting a request was made by the committee for Facilities to consider whether:</p> <p>1) Allotment toilet budget code for maintenance as per allotment shed?</p> <p>Allotment shed is a replacement / significant repair EMR code £10k currently Toilet building cost £13.6k but longevity of building should be > 10- 15 years</p> <p>Agreed recommendation to Finance & Policy budget discussions to budget an EMR Replacement toilet pod £1,000 per annum.</p> <p>2) Promotion of the tennis courts to increase revenue</p> <p>e.g. springtime launch of the courts, running tuition courses for children to encourage families to play, offering the courts to the local schools to use during school time or for after-school sessions.</p> <p>Agreed recommendation to Finance & Policy budget discussions No specific budget to be allocated but promoted through new signs currently ordered, engagement with coaches to encourage training sessions manage by the coaches possibly through schools also and via the newsletters.</p> <p>3) Following review of the community plan responses is the budget for bus shelters still required?</p> <p>Q9 of the Community Survey asked: Would you welcome bus shelters located at existing bus stops in the parish? 45/199 indicated YES 22.61% 73/199 indicated NO I am happy with the existing provision of bus shelters 36.68% 81/199 indicated NO Additional shelters would make no difference to my use of bus services 40.70% For those that indicated YES the spread of locations was fairly even throughout</p>	
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	<p>parish. A couple of comments that they would get vandalised and a communal area for youngsters to congregate.</p> <p>Agreed recommendation to Finance & Policy budget discussions to move current year budget to Bus stop EMR £10k to await outcome of survey results and bus service implications in new financial year.</p>	
079/19	<p>Tree Works To receive quotes for tree works to appoint contractors</p> <p>1) Tree works quotes Please note that 3 quotes have been obtained against the first tranche of tree works. Contractors 1 & 2 were used in 2016/17 to carry out some works but the prices are significantly different this time around. Whilst the second tranche of work has been issued for quotes to 3 contractors (two same as tranche 1 plus an additional new contractor) they are still working on the quotes and one contractor has been affected by staff shortages. The second tranche of works has also been issued to a 4th & 5th contractor (also used in 2016/17) as the prices in tranche 1 vary so vastly.</p> <p>With the High Priority work booked it was agreed that quotes will be awaited to give a better comparison on the costs before appointing a contractor.</p> <p>2) Tree management policy The outcome of the tree survey work is for CCPC to have a robust Tree management policy. Examples policies were circulated, and the Clerk requested input from Councillors to guide development of a policy to be adopted. CCPC will also look to include tree planting strategies into the management plan whilst seeking support from other local organisations such as Farnborough airport who have an impact on Church Crookham.</p>	<p>Clerk</p> <p>ALL/ Clerk & RFO</p>
080/19	<p>VE Day Event To receive an update on VE Day event and agree any actions</p> <p>VE Day Event to be held Saturday 2nd May 2020 during early afternoon - Community Family picnic and entertainment</p> <p>Champagne at the Blitz singing group are booked and arranging a collaboration with a local dance school for 40's themed music and dance.</p> <p>Other ideas and logistics for the event include: Staging, PA system, First Aid provider, Vintage ice cream van, Fish & Chips – open to attending event, Bar run by local pub/ company, Army band / vehicles/ fly past, Living history displays, Theatre company re-enactments, Churchill character for photo opportunities, Punch & Judy, Afternoon teas dance, WI cream teas, Fancy dress competition – best dressed family, best dressed child, Craft stalls – e.g. making union jack bunting / flags, Scouts & Guides, Royal British Legion.</p> <p>Councillors agreed the ideas were promising of a great community event and any useful contacts to be passed to the Community Centre Officer and Councillor support for organising the event.</p>	<p>CCO/ALL</p>

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081/19	<p>Clerk update To receive an update from the Clerk</p> <p>1) Anti-slip strips have been fitted to wooden walkways behind allotment site onto SANG land.</p> <p>2a) Car abandoned on Parish Land and damage to property – Car crashed into fence surrounding area J on road down to allotment car park. This has been reported to Police who have put up tape around car and seeking owner of car (no reg numbers but the reg has now been discovered and passed on to Police). A crime reference number has been provided to enable a claim against the car owner. Clerk investigating how removal of car will take place and at whose cost? Claim to insurance will be investigated once cost implication established.</p> <p>2b) Bin at allotment was potentially damaged. Upon investigation it is still useable as it was pushed out of ground. It has been temporarily reinstated but will require re-concreting in.</p>	Clerk FO RFO
082/19	<p>Quotes To receive and approve quotes for other works</p> <p>None to be considered</p>	
083/19	<p>To confirm dates for the next meeting 13th January 2020 7.45pm Planning Committee 27th January 2020 7.30pm Planning Committee 27th January 2020 8pm Full Council Next Facilities Meeting 10th February 2019</p>	

The meeting closed at 21.23pm.

Signed: _____

Date: _____