HAMBLE-LE- RICE PARISH COUNCIL ASSET MANAGEMENT COMMITTEE 9.00AM TUESDAY 8TH MAY 2018



ROY UNDERDOWN PAVILION – FUNCTION ROOM

Section 1 Welcome

- 1a Apologies for absence
- 1b Declaration of interest and approved dispensations
- 1c Minutes from last meeting

Section 2 Public Session

Section 3 Main Agenda

- 3a Update on Hamble Village Memorial Hall Email attached
- 3b Friends of Westfield Common Verbal update Cllr Cross and agree an action plan to support the group
- 3c Feedback from Dinghy Park Working Group meeting 2.05.2018 Verbal update from Cllrs Cross and Underdown
- 3d Bartletts Field playground replacement consultation plan report attached
- 3e TPO new designation order attached
- 3f Community Payback Programme update from Head Groundsman and a proposed programme of works.
- 3g Parish Online OS tool report attached
- 3h Zurich Playground inspection report attached

MINUTES OF THE ASSET MANAGEMENT COMMITTEE

TUESDAY 3rd APRIL 2018

PRESENT:

Councillor Schofield, Thompson and Underdown (Chair)

Apologies for absence were received from Councillor Cross and Woodall

RESOLVED ITEMS

01. MINUTES

The last meeting of the Committee proposed by Cllr Underdown, seconded by Cllr Thompson and agreed.

02. PUBLIC PARTICIPATION

No public representation

03. <u>DECLARATIONS OF INTEREST</u>

Cllr Underdown - Foreshore and Dinghy Park

04. HAMBLE VILLAGE MEMORIAL HALL

The Clerk outlined the existing two agreements in place for the office accommodation and the car park and the ongoing review process. The Clerk also highlighted the recommendations from the furniture consultant about the limitations of the current arrangement in meeting the DDA requirements and the need for a wider unobstructed reception area. It was agreed that discussions should continue with the management and trustees.

On the renewal of the parking license it was agreed to approach the Hall about extending the usage of the space to include users of The Mercury and to reflect the siting of the porta cabin.

It was proposed by CIIr Underdown and seconded by CIIr Schofield and RESOVLED TO

- (1) Approach the HVMH to improve reception facilities compliant with DDA
- (2) Explore of the use of the car park for users of The Mercury.

05. TREE SURVEYS

Members noted the surveys and the role of grounds staff in dealing with a number of the actions. The sites would be re-inspected and any outstanding works notified to EBC for placing through their framework arrangement. The reports were welcomed and noted.

It was proposed by Clir Underdown and seconded by Clir Thompson and RESOVLED TO

- (1) Sell the sit on mower model HR3300T to T H White for £4,000.
- (2) Dispose of the other equipment by sealed bids

14. <u>ELECTRICAL WORKS – MESS ROOM</u>

Agreed the works to install additional charging points in the mess room and accept the quote from P&R Electricals.

It was proposed by Cllr Thompson and seconded by Cllr Schofield and RESOVLED TO

(1) For accept the quote for works from P&R Electrical Services for the sum of £251.23 + VAT

Meeting closed 11:55am

Clerk - Hamble Parish Council

From: Clerk - Hamble Parish Council

Sent: 30 April 2018 16:08

To: 'Hamble Village Memorial Hall'

Subject: RE: update

Hi Michael

Thank you for your update. I met with Rebecca on Friday to talk through these points. I have agreed that I will take a report to our Council meeting on the 14th for discussion on both the works to reception and to provide a reception service. My advice to members will be that we don't commission architects until there is agreement on the reception service. We will not want to take on additional work over and above that that we already do as a result of becoming more visible service without agreement about a recharge arrangement.

We can of course keep a log for 3 months and share that with you at the end of the period. If we don't proceed then I would not foresee the council giving immediate notice as your email perhaps suggests but rather we would start to explore alternatives with RUP being one option.

I had hoped things would have been more positive as this seems like a perfect moment to join our efforts; none the less I respect the trustees position and will advise members accordingly of your response.

Amanda Jobling
Clerk to Hamble-le-Rice Parish Council
The Memorial Hall
2 High Street
Hamble-le-Rice
Southampton
SO31 4JE

Tel (023) 8045 3422

www.hambleparishcouncil.gov.uk

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Any views expressed by the author may not necessarily reflect those of Hamble-le-Rice Parish Council.

Dinghy Park Inspection

6th April 2018

The following are the main findings of this first dinghy park check of the season:

There are still 21 spaces available and possibly another 4 due to no response from last year's permit holder so they have not renewed the permit yet.

Of the 209 spaces, 84 dinghies were fully conforming to the regulations (although 20 dinghies had not yet been put in their space.)

The main reason for not conforming to the regulations was that 67 dinghies were not displaying a current permit sticker. This check was held after Easter to allow permit holders sufficient time to get their dinghies ready for the season. There were still problems of permit stickers not being visible under covers but with four people undertaking the dinghy check, each taking a separate task, it was much easier than last year.

15 trailers were not in a condition that our staff could move them if needed due to flat tyres, no wheel or just broken.

The checklist needs minor modifications to match the spaces actually on the ground. The rail adjacent to Footpath 15 had large gaps where there were no new stickers identifying the spaces. At the southern end of the dinghy park where Hamble River Sailing Club dinghies are located a few number discs and possibly stickers are needed to identify a few of the spaces near the racks.

While undertaking the check the following was identified as needing attention:

The surface of the dinghy park needs a spring clean in various places.

The trip hazard still remains due to a tree root raising the tarmac across the dinghy park and some tarmac is now breaking off.

The same Optimist as last year is still on the grass on Parish Council land at the southern end of the pumping station evidently getting free storage.

The showers are still not available for dinghy park and river users.

Although not in the dinghy park, it was noted that the feature seat in the middle of the northern quay grass area still needs maintenance with a protecting coating as it does not appear to have been done before winter as recommended last year.

Malcolm Cross, Tony Foster, Ken Munro and Ian Underdown.

HAMBLE - LE- RICE PARISH COUNCIL

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Dinghy Park Inspection Update 6th April 2018

The following are the main findings of this first dinghy park check of the season:

Findings	Update	Actions Pending/Completed
There are still 21 spaces available and possibly another 4 disunder to no response from last year's permit holder so they have not renewed the permit yet.	Two further spaces are subject to discussion and the spaces are now being advertised.	Possible change of policy to enable residents to have additional spaces at the discounted rate before offering to external users.
Of the 209 spaces, 84 dinghies were fully conforming to the regulations (although 20 dinghies had not yet been put in their space).		
The main reason for not conforming to the regulations was that 67 dinghies were not displaying a current permit sticker. This check was held after Easter to allow permit holders sufficient time to get their dinghies ready for the season. There were still problems of permit stickers not being visible under covers but with four people undertaking the dinghy check, each taking a separate task, it was much easier than last year.	Email sent to users whose permits were not displayed asking for them to rectify.	Further check needed to see whether there has been an improvement. Would a temporary sign for the first month of the hire period help to remind people?
15 trailers were not in a condition that our staff could move them if needed due to flat tyres, no wheel or just broken.		Current policy should be reviewed so that staff are only moving dinghies where there is a need to impound them. When there is a problem they should contact the owners for them to act. This will prevent claims from users and reduce the risk of manual handling incidents. Terms of use should reflect this to ensure users have someone who will act in their absence.

Dinghy Park Inspection Update 6th April 2018

Have quote ready to accept from painter waiting on T Foster's response (RC)	Arrangements are in hand to do the work ahead of the whit week holiday.	Feature seat in the needs varnishing.
	This is unlikely to be resolved this year.	The showers are still not available for dinghy park and river users.
	In the Sin bin and process started for its disposal.	The same Optimist as last year is still on the grass on Parish Council land at the southern end of the pumping station evidently getting free storage.
Email sent to EBC tree officer on 27/4/18 (RC)	EBC will be consulted as the tree forms part of the conservation area about what works are permitted.	The trip hazard still remains due to a tree root raising the tarmac across the dinghy park and some tarmac is now breaking off.
The Community Pay Back service will be asked to attend regularly to support the Grounds Team.	Several days has already been spent there. The moss and algae are embedded in the surface and is difficult to move with chemicals.	The surface of the dinghy park needs a spring clean in various places.
	Project for the community Pay back team.	The checklist needs minor modifications to match the spaces actually on the ground. The rail adjacent to Footpath 15 had large gaps where there were no new stickers identifying the spaces. At the southern end of the dinghy park where Hamble River Sailing Club dinghies are located a small number discs and possibly stickers are needed to identify a few of the spaces near the racks.

Report undertaken by: Malcolm Cross, Tony Foster, Ken Munro and Ian Underdown.

Asset Management Committee

8th May 2018

Bartletts Field - Playground equipment replacement - consultation

Recommendation: Agree the approach to the consultation exercise for the replacement equipment at Bartletts Field Play Area

Introduction

Back in March 2018 the AMC agreed to replace the play area at Bartletts Field and set aside a budget of £50,000 of which £14,000 is likely to come from the local area committee. This was endorsed by Council.

Ahead of the procurement exercise the Council needs to consult users and residents about the proposals.

At this stage it is recommended that we do the following:

- Identify types of equipment such as slides, swings, roundabouts, climbing frames, balance bars etc and ask people to identify which 5 they would most like to see include.
- It will be made clear that the scheme is for under 9s and certain equipment has been selected to deter older children. We also want to have equipment that is capable of use for those with limited mobility.
- Additionally it needs to be stressed that the type of design of equipment will come at the next stage
 when schemes are submitted through the tender process and people will be invited to vote for their
 favourite scheme. At this stage we are not looking to decide if it should be wooden, metal or plastic,
 modern or traditional. This is a later stage.

We think the following approaches will help to give good coverage:

- Work with the Friends of Hamble School to help engage Hamble school children and their parent/carers
- Work with Hamble Village Play School to identify suitable preschool equipment and to seek the views of parents/carers
- Promote the consultation through the magazine with a pull out page that people can send in with their choices
- Use the website and social media to promote and encourage feedback.
- Have information available at the Parish Office and flyer distributed through other outlets.

Lastly a mock-up of the flyer/article will be designed over the next few days and tabled for comment.

IMPORTANT

THIS COMMUNICATION MAY AFFECT YOUR PROPERTY

DATED 26th April 2018

The Borough of Eastleigh

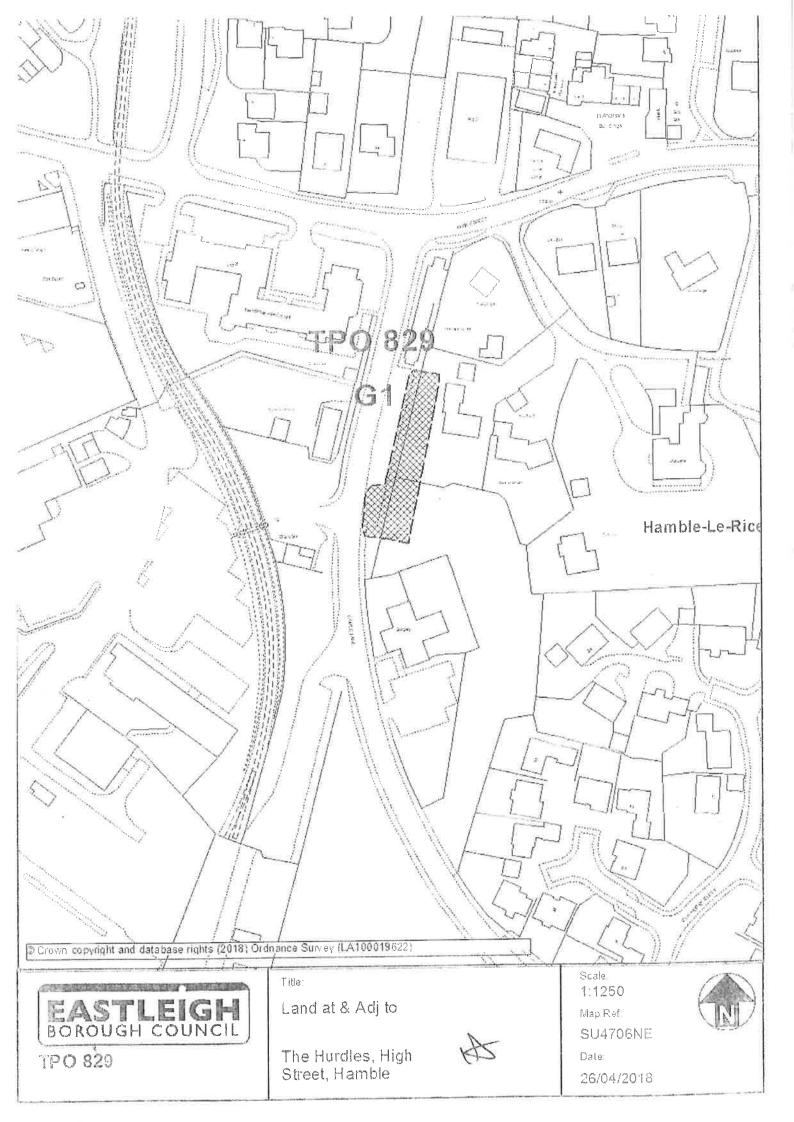
TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (TREE PRESERVATION)
(ENGLAND) REGULATIONS 2012

TREE PRESERVATION ORDER NO. 829

Land at & adjacent to The Hurdles, High Street, Hamble, SO31 4JF.

CONFIRMATION OF ORDER

This Order was confirmed by the Eastleigh Borough Council, without m modifications indicated by	odification/subject to the
on the	
Signed on behalf of the Eastleigh Borough Council	
Authorised by the Council to sign in that behalf	
DECISION NOT TO CONFIRM ORDER	
A decision not to confirm this Order was taken by Eastleigh Borough Council on the	day of
Signed on behalf of the Eastleigh Borough Council	
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Authorised by the Council to sign in that behalf	
VARIATION OF ORDER	
This Order was varied by the Eastleigh Borough Council on the day of	under the reference number
Signed on behalf of the Eastleigh Borough Council	
Authorised by the Council to sign in that behalf	
REVOCATION OF ORDER	
This Order was revoked by the Eastleigh Borough Council on the day of	under the reference number
Signed on behalf of the Eastleigh Borough Council	
Authorised by the Council to sign in that behalf	



My m w/C

Possible Community Pay back projects

- Allotment parking areas

Clear moss and algae from Dinghy Park

Prepare areas of ground for wildflower seeding – Mount Pleasant, College Playing Fields, Rail Trail, Woodpecker Walk.

Plant the bank by the dinghy park with shrubs, wildflowers

Create a bog garden at Mount Pleasant

Clear sin bin area and build vertical racks for small craft

Install new number discs at the Dinghy Park

Clear bamboo from Heather Gardens

Repaint Committee Room at RUP and put up roller blinds

Scrub off and refurbish all litter bins

Sand down and varnish benches

Make up bird and bat boxes

Make up hedgehog boxes

Maintenance at Westfield Common

Reduce depth of hedge at Cemetery

Plant flowers (primroses) on bank below Community Orchard

- Plant bulbs in grass at Broadway area mini daffs and full size
- Plants bulbs in roadside verge along Hamble Lane from railway bridge towards village.

Plant bulbs in grassed area at Southern Quay

- Cut back any growth over rail trail and fill any pot holes

Maintenance of pathways at Westfield Common



MR BRENDAN GIBBS - CLERK TO THE COUNCIL HAMBLE LE RICE PARISH COUNCIL MEMORIAL HALL HIGH STREET HAMBLE-LE-RICE SOUTHAMPTON SO31 4JE

Inspection address

HAMBLE-LE-RICE PARISH COUNCIL MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

Schedule Inspection Summary

Policy/Contract No: YLL2720065983000 Schedule No: L0001 Date: 18/04/2018

In accordance with the above Policy/Contract, please find enclosed reports regarding equipment at the above inspection address. A summary is provided below:-

Number of item reports indicating no defects apparent, 17

Number of item reports indicating no defects apparent - but see observations, 2 00021 - Playground Equipment:- Musical Play Walls x 4 00005 - Set of Swings toddlers - 2 cradle 2 flat

Number of item reports with defects affecting continued safe usage (EA Copy), 0

Number of item reports with defects affecting continued safe usage (Not requiring copy to EA), 0

Number of item reports with other defects, 2 00003 - General Play Area 00007 - Aerial Runway

Number of item reports indicating 'not available', 0

Number of item reports indicating 'not located', 0

Number of customer advice reports, 0

Total number of item reports, 21

There were no items added to the schedule.



REPORT OF EXAMINATION OF PLAY EQUIPMENT

Policy / Contract No: YLL2720065983000 Schedule: L0001

Policy / Contract Name: HAMBLE LE RICE PARISH COUNCIL Name of Occupier: HAMBLE-LE-RICE PARISH COUNCIL

Address: MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

1. ES Item No	2. Item Description	3. Situation	4. Manufacturer
5. Report No.	6 (a) Defects which require action before further use or before a specified date. 6 (b) Defects requiring corrective action as soon as reasonably practicable.	7. Other observations. If none, state 'none'.	8.Date of Examination
00003	00003 00003 General Play Area Not known	As above	Not known
232680626/29	(a) None.(b) The West gate does not self close which should be rectified.	None.	17/04/2018
00005	00005 00005 Set of Swings toddlers - 2 cradle 2 flat Not known	Playground	Not known
958438203/36	(a) None. (b) None.	It is noted that the suspension chains on one of the flat seats are of unequal length.	17/04/2018
00006	00006 00006 Set of Swings - 4 Flat seats	Playground	Not known
958448203/36	(a) None. (b) None.	None.	17/04/2018
00007	00007 00007 Aerial Runway Playdale	Playground	Playdale
958458203/36	(a) None.(b) The protective sleeve over the seat suspension chain is damaged and should be renewed.	None.	17/04/2018
00008	00008 00008 Playground Equipment:- Description Stepstones (14 off) Playdale	Playground	Playdale
	Description Stepstones (14 off) Fraydate	1	1

The equipment has been examined in accordance with the requirements of BSEN1176 Part 7 section 6(2)c and unless otherwise indicated was found to be free from any defect likely to affect its' continued safe usage. The above item was not in any way dismantled for the purpose of the examination but where it



Date: 17/04/2018

REPORT OF EXAMINATION OF PLAY EQUIPMENT

Policy / Contract No: YLL2720065983000 Schedule: L0001

Policy / Contract Name: HAMBLE LE RICE PARISH COUNCIL Name of Occupier: HAMBLE-LE-RICE PARISH COUNCIL

Address: MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

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5. Report No.	6 (a) Defects which require action before further use or before a specified date. 6 (b) Defects requiring corrective action as soon as reasonably practicable.	7. Other observations. If none, state 'none'.	8.Date of Examination
00009	00009 00009 Balance Beams at sides of parallel chains. Playdale	Playground	Playdale
958478203/36	(a) None. (b) None.	None.	17/04/2018
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00010	00010 00010 Playground Equipment:- Description Parallel Chains Playdale	Playground	Playdale
958488203/36	(a) None. (b) None.	None.	17/04/2018
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00013	00013 00013 Burma Bridge Playdale	Playground	Playdale
958518203/36	(a) None. (b) None.	None.	17/04/2018
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00015	00015 00015 Balance Beams Spring mounted beam. Playdale	Playground	Playdale
958538203/36	(a) None. (b) None.	None.	17/04/2018
00017	00017 00017 Playground Equipment:- Description Chain Traverse Playdale	Playground	Playdale
958558203/36	(a) None.	None.	17/04/2018
	(b) None.		

The equipment has been examined in accordance with the requirements of BSEN1176 Part 7 section 6(2)c and unless otherwise indicated was found to be free from any defect likely to affect its' continued safe usage. The above item was not in any way dismantled for the purpose of the examination but where it is considered that such action will be necessary for further examination, this is indicated in the report Observations.

Authenticated by: Stephen A Cox Designation: Engineer Surveyor

Contact: stephen.cox@uk.zurich.com Telephone: 07734 336583



REPORT OF EXAMINATION OF PLAY EQUIPMENT

Policy / Contract No: YLL2720065983000 Schedule: L0001

Policy / Contract Name: HAMBLE LE RICE PARISH COUNCIL Name of Occupier: HAMBLE-LE-RICE PARISH COUNCIL

Address: MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

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5. Report No.	6 (a) Defects which require action before further use or before a specified date. 6 (b) Defects requiring corrective action as soon as reasonably practicable.	7. Other observations. If none, state 'none'.	8.Date of Examination
00018	00018 00018 Playground Equipment:- Description Swinging Steps Playdale	Playground	Playdale
958568203/36	(a) None. (b) None.	None.	17/04/2018
00020	00020 00020 Multi Activity Units (playgrounds) 6 - 10 activities Playdale	Playground	Playdale
958588203/36	(a) None. (b) None.	None.	17/04/2018
00021	00021 00021 Playground Equipment:- Musical Play Walls x 4	Playground	
85800571/14	(a) None. (b) None.	The protective capping on various fixing bolts are missing and/or damaged.	17/04/2018
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SB01	SB01 SB01 General Play Area Skateboard Not known	As above	Not known
119810650/26	(a) None. (b) None.	We advise that dog proof fencing be fitted around the play area	17/04/2018
SB02	SB02 SB02 Playground Equipment:- Skateboard Quarter Pipe Not known	Nearest main road	Not known
90450571/13	(a) None. (b) None.	None.	17/04/2018

The equipment has been examined in accordance with the requirements of BSEN1176 Part 7 section 6(2)c and unless otherwise indicated was found to be free from any defect likely to affect its' continued safe usage. The above item was not in any way dismantled for the purpose of the examination but where it



Date: 17/04/2018

REPORT OF EXAMINATION OF PLAY EQUIPMENT

Policy / Contract No: YLL2720065983000 Schedule: L0001

Policy / Contract Name: HAMBLE LE RICE PARISH COUNCIL Name of Occupier: HAMBLE-LE-RICE PARISH COUNCIL

Address: MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

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5. Report No.	6 (a) Defects which require action before further use or before a specified date. 6 (b) Defects requiring corrective action as soon as reasonably practicable.	7. Other observations. If none, state 'none'.	8.Date of Examination
SB03	SB03 SB03 Playground Equipment: - Single Grind Rail Not known	Skateboard Park	Not known
53200571/20	(a) None. (b) None.	None.	17/04/2018
SB04	SB04 SB04 Playground Equipment: - Double Grind Curb Not known	Skateboard Park	Not known
53190571/20	(a) None. (b) None.	None.	17/04/2018
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SB05	SB05 SB05 Playground Equipment:- Skateboard platform Bank Not known	Slope Under Grind Rails	Not known
90460571/13	(a) None. (b) None.	None.	17/04/2018
		*	
SB06	SB06 SB06 Playground Equipment: - Platform Bank Not known	Adjacent to jump	Not known
90490571/13	(a) None. (b) None.	None.	17/04/2018
			Ja.
SB07	SB07 SB07 Playground Equipment:- Skateboard jump Box Not known	Adjacent to half pipe side	Not known
90470571/13	(a) None. (b) None.	None.	17/04/2018

The equipment has been examined in accordance with the requirements of BSEN1176 Part 7 section 6(2)c and unless otherwise indicated was found to be free from any defect likely to affect its' continued safe usage. The above item was not in any way dismantled for the purpose of the examination but where it is considered that such action will be necessary for further examination, this is indicated in the report Observations.

Authenticated by: Stephen A Cox Designation: Engineer Surveyor

Contact: stephen.cox@uk.zurich.com Telephone: 07734 336583



Date: 17/04/2018

REPORT OF EXAMINATION OF PLAY EQUIPMENT

Policy / Contract No: YLL2720065983000 Schedule: L0001

Policy / Contract Name: HAMBLE LE RICE PARISH COUNCIL Name of Occupier: HAMBLE-LE-RICE PARISH COUNCIL

Address: MOUNT PLEASANT RECREATION GROUND HAMBLE SOUTHAMPTON SO3 1

1. ES Item No	2. Item Description	3. Situation	4. Manufacturer
5. Report No.	6 (a) Defects which require action before further use or before a specified date. 6 (b) Defects requiring corrective action as soon as reasonably practicable.	7. Other observations. If none, state 'none'.	8.Date of Examination
SB08	SB08 SB08 Playground Equipment:- Skateboard Half Pipe Not known	Away from main road	Not known
90480571/13	(a) None.	None.	17/04/2018

The equipment has been examined in accordance with the requirements of BSEN1176 Part 7 section 6(2)c and unless otherwise indicated was found to be free from any defect likely to affect its' continued safe usage. The above item was not in any way dismantled for the purpose of the examination but where it is considered that such action will be necessary for further examination, this is indicated in the report Observations.

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Contact: stephen.cox@uk.zurich.com

Telephone: 07734 336583



T H WHITE Ltd
Windyridge, Salisbury Road
Houghton Down, Stockbridge,
Hants SO20 6JR
Telephone 01264 811260
Email groundstockbridge@thwhite.co.uk

www.thwhite.co.uk

ACKN	OWLEDGEMENT OF ORDER	2			H	470
From:	Hamble Parish Council Memorial Hall 2 High Street Hamble-le-Rice		Date: A/C No: VAT No:	10/04/201 11677	8 er Order No:	
Postcode:	SO31 4JE				or order no.	
r odioodo.	Please supply the following goods in according	ordance with ye	our Standard Co	onditions of Sale: (see attached)	
	SELF BILLI	NG INVOIC	E			
	es HR3300T out front rotary mower c/w 60'	" deck, lighti	ng kit, beacc	on, operations i	manual	£4,000.00
	ion number: WX09 AEK (includes registrat	tion docume	nts)			
						£4,000.00
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					Ex VAT	C4 000 00
					Balance	£4,000.00
IT IS	S CERTIFIED THAT NO THIRD PARTY H	IAS A FINAI	NCIAL INTE	REST IN THE	TRADED IN N	ACHINE
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