



**CRANLEIGH PARISH COUNCIL**  
**MINUTES OF THE PROPERTY & ASSET COMMITTEE HELD AT 6.30PM**  
**ON THURSDAY 03 FEBRUARY 2022**  
**IN THE COUNCIL CHAMBER**

Rosemary Burbridge\*

Rob Denton\*

Cathy Gould\*

Dave Nicholas\*                      Chairman

Marc Scully\*

Clive Walker\*

George Worthington\*      Vice Chairman

PRESENT\*

ALSO PRESENT: Mr Josh Pistorius of Top Padel, Cllr E Townsend, Parish Clerk B Bell FSLCC, Grounds Manager Nick Barnett via zoom.

1.     APOLOGIES FOR ABSENCE

The prior commitment apology of Cllr S Jeacock was AGREED.

2.     DECLARATION OF INTERESTS

- Cllr D Nicholas declared an interest as a member of the Football Club.
- Cllr R Burbridge declared an interest as a Trustee of Rowleys.

3.     GUEST SPEAKER: MR JOSH PISTORIUS OF TOP PADEL

Mr Pistorius has founded Top Padel with Mr John Staddon. Padel tennis is a mix between squash and tennis played on a court two thirds of the size of a tennis court with glass sides and roof. The game is played doubles only, underarm serve, off the glass and scored the same as tennis. It is low impact and high energy. Cllr G Worthington arrived.

There are 67 outdoor courts in England and 6,000 padel players. It is governed by the Lawn Tennis Association. Top Padel are looking to fund the provision of 2 – 3 courts on the old tennis courts. Cllr R Denton arrived.

The Chairman thanked Mr Pistorius for his presentation and advised that the Council has a Your Fund application into Surrey County Council for a tennis club on the Bruce McKenzie Field. Mr Pistorius said that would be a suitable location for padel courts. The Chairman said the Council would put Mr Pistorius in contact with Cllr N Sanctuary who is leading the Your Fund application for the Council.

4.     PROPERTY & ASSET COMMITTEE MINUTES

The draft minutes of the Property and Asset Committee meeting held on 22 November 2021, having previously been circulated, were AGREED, and signed by the Chairman as a true record.

5.     CHAIRMAN'S REPORT

The Chairman had no report.

6.     CLERK'S REPORT

The Clerk has no report.

7.     PUBLIC SESSION

Cllr E Townsend said she has been approached by a small business looking for a location for a pop-up to sell their candles. Cllr E Townsend suggested to the Property & Asset Committee that they might like to consider the Village Hall for small business pop-ups on a future agenda.

8. CEMETERY MACHINE SHED

Cllr G Worthington said the Council should look at making the cemetery more accessible for everyone. An issue with the pedestrian footpath and current machine shed had already been highlighted and temporary solution found. He said the Council has the opportunity to convert the current machine shed into staff welfare room and toilet, and new public toilet for cemetery visitors. A canopy could be installed on the northern end of the building to provide refuge for visitors if it is raining. A new machine shed could be built in the former composting bay area of the cemetery addressing the health and safety risk of the current machine shed and footpath.

The Committee AGREED to recommend this proposal for inclusion in the Business Plan consultation.

The Clerk advised that whilst the composting bays are being removed, there is still a need for a discreet area for soil storage and it was AGREED to install a two-bay storage area behind the hedge in the former composting area to be funded from the cemetery property maintenance budget.

9. EARMARKED RESERVES

The Committee NOTED the Clerk's report on earmarked reserves.

10. SNOXHALL FIELDS

The Council AGREED to discuss the following items in private and confidential session: reason – commercial in confidence.

John Deere Machine

The Clerk advised that the current John Deere machine is nearing the end of its useful life. The Grounds Manager had researched a replacement machine and details had been circulated in the background paper to the agenda. He has looked at other manufacturers and also electric machines, but current battery life of electric machines limits their suitability for the Council's needs. Cllr M Scully had researched Grillo machines. The Committee AGREED to recommend to the Finance Committee and Council that the Grounds Manager research the suitability of a Grillo machine compared to the John Deere and that a budget of £10,816.57 + VAT be allocated from the Snoxhall Fields Charity Reserve to purchase the replacement machine. On receipt of the Grounds Manager's report into the two machines, the Council will make the decision on the replacement machine.

Tractor Front Loader

The Clerk provided details in the background paper to the agenda of two quotations for a front loader attachment for the tractor. The front loaders will enable the grounds staff to turn the compost in the composting bays, move sand and bark around the grounds and unload palletised goods from deliveries using the forks. The Grounds Manager had researched a new tractor and the option to install a front loader on the current tractor. There is a two year wait for a new tractor and the Council's current tractor has low hours. The Committee AGREED to run the current tractor to the end of its useful life and to recommend to the Finance Committee and Council to purchase the Haynes attachments at a cost of £11,400 + VAT to be funded from the Snoxhall Fields Charity Reserve.

Storage Compound

The Clerk explained that storage has been an issue for a long time at Snoxhall Fields with concerns over health and safety and security. The Grounds Manager has produced a solution for the storage of the tractor mounted implements. The current storage area in the southwestern corner of Snoxhall Fields is only accessible in fair weather. The proposal is to enlarge the area by squaring it off and provide access all year round from the Beryl Harvey allotments car park and summer access from the field. This will require the culverting of the ditch. The area is covered by the CCTV system. Concerns had been raised about the appearance of the compound in the Area of Strategic Visual Importance so quotations had been sought for three spiked palisade fencing and mesh sports fencing which is less visually intrusive. Both options would be powder coated green.

The Committee discussed possibly screening the fencing with leylandii trees in the future.

The Council had received three quotations for the storage compound. The Committee AGREED to recommend to the Finance Committee and Council to purchase the storage compound with mesh style fencing at a cost of £30,332.17 + VAT from Grasstex and to be funded from the following reserves:

Forward Maintenance Plan 22/23	£12,109.91
Forward Maintenance Plan 21/22	£1,656
Cemetery EMR	£8,309
Business Plan EMR 21/22	£8,257.26

#### Storage Container

The Clerk reported that the Council could move the footballer's equipment out of the former cricket score room at the pavilion and offer this space for hire for a café/kiosk. The footballer's equipment could be moved to the two small green containers if the Council purchased a second large green container to be installed next to the current large green container. The Committee AGREED to recommend to the Council to purchase a second large green container and base at a cost of £8,025 to be funded from the Forward Maintenance Plan Reserve 2022/23.

#### Fuel Bund

The Clerk reported that the current fuel bund is at the end of its useful life as it is suffering water ingress which is causing problems with the tractor. She said the proposal is to install a lockable fuel bund in the new storage compound as its current location had been highlighted in the Council's fire risk assessment. The Grounds Manager had researched several different fuel bund quotations as circulated in the background paper. The Committee AGREED to recommend to the Finance Committee and Council to purchase a new fuel bund at a cost of £1,965 + VAT from the Forward Maintenance Plan Reserve 2022/23.

#### Drainage

The Clerk advised that the recent installation of a full footpath around the adult football pitch had led to drainage problems in the southeastern corner of the pitch. A quotation for new drainage had been received at £6,463.32 + VAT. The Grounds Manager had researched the purchase of a pedestrian trencher and materials and is able to bring the costs down to £3,399.99 + VAT. The Committee AGREED to recommend to the Finance Committee and Council to purchase the pedestrian trencher and materials to be funded from the Forward Maintenance Plan Reserve 2022/23.

#### Advertising Banners

The Football Club have asked if they can install advertising banners on the spectator rail fencing for sponsorship income. Cllr G Worthington took the chair as the Chairman declared an interest in this item. Cllr R Denton declared an interest. Concerns were raised about the impact on visual amenity and keeping the banners in good condition. The Committee also wanted to know more about the sponsorship income.

The Committee AGREED to ask the Football Club to provide more information about the banners and will then consider a trial period. Cllr D Nicholas took the chair again.

#### Designing Out Crime Report

Surrey Police have updated the Snoxhall Fields Designing Out Crime Report which included options for reducing anti-social driving in the car park when it is re-surfaced. The Committee NOTED the report and will refer to it when they begin the car park project.

#### Green Flag Status

The Committee AGREED to research Green Flag Status for Snoxhall Fields with a view to making an application next year.

11. SNOXHALL FIELDS PAVILION

Surge Protection

The Clerk reported that the electrical safety report for the new floodlights highlighted the lack of surge protection at the pavilion. The Council’s usual electrician advised that the Council must balance the risk of a surge damaging the floodlights, machine shed and pavilion electrics, alarms and CCTV system against the cost of the surge protection. The Committee AGREED to recommend to the Finance Committee and Council to install surge protection at a cost of £5,320 + VAT to be funded from the Snoxhall Fields Charity Reserve and to ask the Football Club to make a donation.

Showers and Toilets Upgrade

The Football Club had provided the Clerk with the league requirements for showers and toilets for the pavilion changing rooms. The Clerk said the showers meet the regulations, but it would be better if access to ladies toilets could be achieved from the changing room end of the building. She said a redundant storeroom could be converted to ladies toilets adjacent to the changing rooms.

The Committee AGREED to consult with the Recreation Users Group and then seek three quotations for the toilets and showers improvements.

12. BINS

Following a request from this Committee, the Clerk has produced a map of the Council’s litter and dog litter bins which will be circulated to all Councillors.

The Committee also asked the Clerk to investigate recycling bins for Snoxhall Fields. The Clerk advised that the Council’s waste contractor Chambers already sort the waste collected from the Council’s litter bins and recycle as much as they can, which is why they do not support the disposal of dog waste in general litter bins.

The Clerk was asked previously to contact WBC to request additional dog waste bins on land not owned by the Parish Council. WBC declined to provide additional dog waste bin as they support the disposal of dog waste in their general litter bins.

13. CRANLEIGH VILLAGE HALL

The Clerk gave an update on the ceiling lights project at the Village Hall. She said more asbestos had been found in the stage ceiling, where the new doorway to the roof space is to be installed. Specialist removal of the asbestos has been undertaken. This has used up the contingency for the project and delayed completion by two weeks.

The Committee NOTED the report.

14. DATE OF NEXT MEETING

Monday 11 April 2022

The meeting closed at 8.05pm

Signature.....

Date.....