

Minutes of the Facilities Committee Meeting
held on 18 September 2023 at 7.30pm at the Parish Office, Main Road, Danbury

Present: Cllrs J Armstrong, A Chapman, G Chapman, M Hessing, A Keeler, and N Orange

In attendance: M Harper (Clerk) and 2 members of the public

23/24.34 Apologies for absence

Cllr Berlyn

23/24.35 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations of interest

23/24.36 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no questions from the public

23/24.37 To approve Minutes of the Facilities Committee meeting held 24 July 2023

RESOLVED: that the minutes of the Facilities Committee meeting held 24 July 2023 be approved and signed as a true record

23/24.38 Actions from the Minutes

This agenda item was moved and taken after agenda item 23/24.40

The actions were noted and the Clerk requested to obtain quotes for a resin fix to Eves Corner pathway.

23/24.39 Compound

RESOLVED: that the quote for £650.00 from the Grounds Contractor for clearing and tidying up the compound including removal of the damaged heras fencing waste be accepted, proposed by Cllr A Chapman and seconded by Cllr Hessing, all agreed

23/24.40 Men's Shed

23/24.40.1 A member of the Men's Shed explained that there is a need to create a dust-free storage area inside the Shed for projects, there would be no storage of varnishes or paint, or equipment and the room would not be used to carry out any works. It was agreed the Men's Shed could proceed provided that the room would have ventilation slats and confirmation from our health & safety advisors that there were no other concerns.

RESOLVED: that the Men's Shed could proceed with installing an interior storage area subject to the room having ventilation slats and confirmation from our health & safety advisors that there were no other concerns, proposed by Cllr Orange and seconded by Cllr Hessing, all agreed

23/24.40.2 A member of the Men's Shed explained that they would like to re-locate some of the larger and noisier pieces of equipment in a lockable shed in the compound. It was agreed that the Men's Shed could proceed with the purchase and installation of the shed subject to confirmation that there was no impact on the Parish Council's insurance.

RESOLVED: that the Men's Shed could proceed with the purchase and installation of the shed subject to confirmation that there was no impact on the Parish Council's insurance, proposed by Cllr Hessing and seconded by Cllr Orange, all agreed

23/24.41 Path from Mayes Lane Carpark to the Bowling & Tennis Pavilions

23/24.41.1 It was agreed that small, quick fixes would be carried out where necessary and that the Clerk would seek quotes to relay the path from the top to between the 1st and 2nd bollard with solid edging on the south side

23/24.41.2 It was agreed that the hedge would be added to the hedge cutting schedule twice a year and that the Grounds Contractor would be asked to cut the hedge to below the height of the handrail

23/24.42 Bowling Club - Signage

RESOLVED: that the Bowling Club may erect a sign in the Mayes Lane carpark in order to direct visitors to the pathway and pavilion, subject to the Clerk's agreement regarding size, wording and location, proposed by Cllr Hessing and seconded by Cllr Orange, all agreed

23/24.43 Play Equipment Safety Inspections

Following discussion, it was agreed that the Facilities Committee would proceed with Online Playgrounds to carry out 3 operational inspections of the play equipment and an annual inspection at a cost of £499.00 for one year

RESOLVED: that a one-year contract with Online Playgrounds to carry out 3 operational inspections of the play equipment and an annual inspection at a cost of £499.00 be agreed, proposed by Cllr A Chapman and seconded by Cllr Armstrong, all agreed

23/24.44 Cricket nets

Following a discussion on cricket nets along side Main Road carpark it was agreed that as the cricket clubs have insurance in place to deal with any instances of damage to cars and the nets would need to be around 10ft high for the length of the carpark, no further action would be taken

23/24.45 Pitch 3

23/24.45.1 It was noted that Pitch 3 is currently unplayable due to the amount of rabbit holes

23/24.45.2 It was agreed to leave the goal posts on Pitch 3 and that no action would be undertaken to manage the rabbits

23/24.45.3 It was agreed that Danbury Mission Youth Football Club would be requested to use their own top soil or take it from the piles located between pitches 3 & 4 to fill in holes on the pitch to enable inter-club practices

23/24.46 Benches for Community Woodland

24/24.46.1 It was agreed that the existing benches should not be concreted into place; the Clerk was asked to investigate whether the benches could be repined into place

23/24.46.2 The Clerk was asked to get quotes for the purchase of an additional bench

23/24.47 Benches new Play Area

Following consideration of the request from a resident for two further benches near the zip wire and jungle dome, it was agreed that 1 additional bench would be located along the walkway between the existing bench and the jungle dome from monies to be donated from the Coronavirus Volunteers account (subject to confirmation from Cllr Hessing)

RESOLVED: that subject to confirmation of funding from the Coronavirus Volunteers, a new bench is to be located between the existing bench and the jungle dome, proposed by Cllr Hessing and seconded by Cllr Armstrong, all agreed

23/24.48 Budget Meeting

It was agreed that the meeting to discuss the budget for 2024/25 would be at 7.30pm on Thursday 2 November 2023

23/24.49 Community Engagement

It was suggested that the availability of memorial benches be advertised

23/24.50 Matters for Report (for information only)

Cllr Armstrong advised that it may be possible to obtain bleed kits for the Men's Shed and Leisure Centre

23/24.51 Dates of next meeting

Monday 20 November 2023 to be held at the Parish Office at 7.30pm

There being no further business the meeting closed at 9.12pm

Chairman

Date