

Minutes of the Facilities Committee Meeting
held on 22 May 2024 at 7.30pm at the Parish Office, Main Road, Danbury

Present: Cllrs J Armstrong, S Berlyn, A Chapman, G Chapman (Chairman), P Churchouse, M Hessing (Vice Chair), A Keeler and N Orange

In attendance: M Harper (Clerk)

24/25.01 Election of Chair

RESOLVED: that Cllr G Chapman be elected unopposed as the Chair of the Facilities Committee for the 2024/25 municipal year

24/25.02 Election of Vice Chair

RESOLVED: that Cllr Hessing be elected unopposed as the Vice Chair of the Facilities Committee for the 2024/25 municipal year

24/25.03 Apologies for absence

None

24/25.04 Declarations of Interests

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

24/25.05 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 members of the public present

24/25.06 To approve Minutes of the Facilities Committee meeting held 20 March 2024

RESOLVED: that the minutes of the Facilities Committee meeting held 20 March 2024 be approved and signed as a true record

24/25.07 Actions from the Minutes

The actions were noted. The Committee expressed disappointment that the cricket clubs had not demonstrated any commitment towards wider community engagement. Clerk was asked to arrange a meeting between the cricket clubs and the Facilities Committee

24/25.08 Strategic Plan

The Strategic Plan was reviewed and it was agreed that the discussion regarding extending the car park would be on the July meeting agenda along with the provision of recycling bins. It was agreed that the energy audit would be deferred to next year.

24/25.09 Terms of Reference

The Committee terms of reference were reviewed and it was agreed that there were no changes to be recommended to the next Parish Council meeting

24/25.10 Assets

The following actions were noted:

- purchase of replacement basketball nets
- purchase and replacement of three bollards along Main Road
- bins have been installed in the new play area

24/25.12 Cleaning drains in the carparks

Further to discussion regarding the drain cleaning in the carparks, it was agreed that this should be carried out as it was last carried out in 2022 and there is evidence of weeds and mud accumulating in the guttering.

RESOLVED: that the quote for £650.00 for having the drains in Mayes Lane and Main Road carparks cleared by Arvon Drains be accepted, proposed by Cllr Hessing and seconded by Cllr A Chapman, all agreed.

24/25.13 Repairs to play equipment Eclipse

It was noted that we are waiting for Online Playgrounds to replace the bearings on both units which if successful will mean that we do not need to replace the units

24/25.14 Hole by flowerbed/fencing outside Old Pavilion

It was noted that a contractor has been requested to repair part of the drain which has caused the hole to appear

24/25.15 Policy Review

RESOLVED: that the following policies be approved and their adoption recommend to the Parish Council

1. CCTV
2. Drones
3. Litter picking
4. Memorial Bench
5. Parking on Pitch 2

24/25.16 Request to lease land

Further to discussion, due to the lack of suitable land and restrictions on the covenants it was agreed that the request to lease land on Dawson Memorial Field for a Wellness Swimming Pool would not be further considered

RESOLVED: that the request to lease land on Dawson Memorial Field for a Wellness Swimming Pool would not be further considered, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

24/25.17 Bins

RESOLVED: that a 160litre bin be purchased to be placed near the Leisure Centre due to the amount of use and a 160litre bins be purchased to replace the stolen bin from the carpark end of Pitch 1, proposed by Cllr Armstrong and seconded by Cllr Berlyn, all agreed

24/25.18 Community Engagement

There were no matters for community engagement

24/25.19 Matters for Report (for information only)

The Clerk advised that the roof at the Old Pavilion needed to be repaired and this would be actioned under delegated powers as set out in the Financial Regulations 4.5

24/25.20 Dates of next meeting

Wednesday 24 July 2024 to be held at the Parish Office at 7.30pm

There being no further business the meeting closed at 8.27 pm

Chairman

Date