



## Danbury Parish Council

Parish Office Old School House, Main Road, Danbury, Essex, CM3 4NQ

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12 March 2025

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summonsed to attend the **Facilities Committee meeting** of the Danbury Parish Council. The meeting will be held at the **Parish Office, Main Road, Danbury** on **Wednesday 19 March 2025** commencing at **7.30 pm**.

Yours sincerely

*Michelle Harper*

Ms M Harper

Clerk to Danbury Parish Council

Distribution: Members of Committee as follows:

Councillors: J Armstrong, S Berlyn, A Chapman, G Chapman, P Churchouse, M Hessing, A Keeler, N Orange

# AGENDA

## **24/25.87 Apologies for absence**

## **24/25.88 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.

## **24/25.89 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.

## **24/25.90 To approve Minutes of the Facilities Committee meeting held 22 January 2025**

To approve the minutes of the Facilities Committee meeting held on 22 January 2025

## **24/25.91 Actions from the Minutes**

To note actions (Appendix 1)

## **24/25.92 Clothes Recycling Bin**

24/25.92.1 To consider whether Members wish to re-consider installing clothes recycling bin in Mayes Lane car park as St John's School has recently installed on outside their premises to raise money for the school.

24/25.92.2 If Members wish to proceed to consider the location of the bin(s), the logo for the front of the bin and any strapline

## **24/25.93 Noticeboards**

24/25.93.1 To note that Parish Council agreed that the noticeboards to be purchased from the Donations Money would be passed to the Facilities Committee

24/25.93.2 To consider the current locations identified and determine any changes:

- Eves Corner – National Trust have indicated that there should be no issues with this request subject to location being agreed
- Land opposite Tesco Garage – Essex Highways require a licence application to be completed and have advised that the noticeboard must be installed on a hard standing area and a path from the pavement to the noticeboard created
- Mayes Lane car park – location to be agreed

24/25.93.3 To note that designs and costs will be circulated for the next Committee meeting in May 2025

## **24/25.94 Cricket**

To receive an update on the meeting held with the Cricket Teams on Tuesday 18 March and consider any responses necessary

## **24/25.95 Car Park Management Sub Committee**

To receive an update on the implementation of the car park management system

## **24/25.96 Community Engagement**

Committee to highlight any issues relating to this committee they believe residents should be made aware of

## **24/25.97 Matters for Report (for information only)**

To note information

## **24/25.98 Dates of next meeting**

Wednesday 21 May 2025 to be held at the Parish Office at 7.30pm