



Parish Office
Suite 2
4, The Limes
Ingatestone
Essex
CM4 0BE

Telephone: 01277 676759

Email: clerk@ingatestone-fryerningpc.gov.uk
www.ingatestone-fryerningpc.gov.uk

FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	11 April 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	D Sankey (Chair)	M Marston	C Russell	L Emmett
		R Lee	P Jeater	R Pittman	
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)	3 members of the public	
Absent	Cllr	R Whittow-Williams			
FA22/035	Apologies for Absence – for noting but not approval Apologies were received from Cllr Whittow-Williams				
FA22/036	Announcements and Declarations of Interest None were declared.				
FA22/037	To approve the Minutes of the Facilities Committee held on the 14 March 2022 The minutes were approved and signed by Cllr Sankey.				
FA22/038	Public participation session Three residents from Stonegate attended the meeting and spoke about the installation of the benches in the new community garden behind Bell Mead. They raised concern about future anti-social behaviour at the site following historical issues taking place on Fairfield, behind their properties. They were in support of the woodland garden project, but not the location of the benches. Councillors encouraged the residents to report any anti-social behaviour they experience to Brentwood Borough Council or the police. <i>The residents left the meeting after this item.</i>				
FA22/039	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Sankey gave a report on the Litter Pick and advised 25 individuals and family groups registered their attendance. Thanks were given for Cllr Pittman, Russell, Emmet, and Farrant for attending along with members of the Rotary Club and local scouts and cubs. I was suggested that considering the amount of litter collected, this should be a twice-yearly event or that residents could collect a litter picking set from the parish office. • Mr Wright reported all the fire alarm works at Seymour has been completed. • Cllrs and Cllr Winter are still working on the 70 trees for the Jubilee project and the Clerk advised that quotes were being obtained from JPB for the supply of 2 commemorative trees. 				
FA22/040	Caretaker's report <ul style="list-style-type: none"> • Mr Wright reported that the new defibrillator at Seymour Pavilion has been installed and that the handheld defibrillator will be handed over to the cricket club for their pavilion. • He also advised that a locked external power supply has also been installed. 				

	<ul style="list-style-type: none"> Mr Wright reported that there had been no further incidents relating to the playground equipment.
FA22/041	<p>Fairfield Recreation Ground and Ingatestone Churchyard Cllr Jeater reported that the cricket club noticeboard has arrived and will be sited to the left of the lower entrance gate to Fairfield.</p>
FA22/042	<p>Seymour field and pavilion Mr Wright advised he is speaking with JPB Landscapes to plan the pitch maintenance for the end of the season.</p>
FA22/043	<p>Fryerning Cemetery and Fryerning The Clerk presented a quote for the repair of the Lychgate gate that had previously been discussed at Committee. It was RESOLVED that the repair works be done in this financial year at a cost of £462 by Roger Coventry Wood Turning. Proposed: Cllr Sankey All agreed</p>
FA22/044	<p>High Street phone box The Clerk reported that she had been contacted by the Regional Field Officer for BT asking if the parish council would want to adopt the High Street phone box. He confirmed that it would be painted in advance of the handover and decommissioned. The committee were asked to advise the Clerk on the location of any signage directing people to this phone box so that she could advise BT. It was agreed in principle that the Clerk proceed with the adoption process on the basis that the box would be repainted, and the electricity turned off.</p>
FA22/045	<p>A12 underpass Cllr Sankey reported that a resident contacted him about cyclists using the A12 underpass in New Road and requested signage and barriers to be installed. The Clerk was asked to contact Essex Highways and Cllr Wagland about this matter.</p>
FA22/046	<p>Ride London possible grant for cycle hoops The Clerk circulated information on the £500 grant available for parish council from Ride London and the Clerk was instructed to apply for this grant for cycle hoops to be installed at Seymour Pavilion. Mr Wright confirmed that he should be able to install them on the patio.</p>
FA22/047	<p>Farming and Wildlife Advisory Group pond grant The Clerk presented an email she had received about grants for restoring existing and digging new ponds. She was instructed to pass this email and information on to the Fryerning Parish Room trustees for their pond and to advertise this to the public.</p>
FA22/048	<p>Office and council chambers lighting The Clerk represented the quote for the lighting work in the Council Chamber and Office for inclusion in this year's budget. It was RESOLVED to appoint Newgate Electrical to undertake the work at a cost of £880+VAT. Proposed: Cllr Sankey All agreed</p>
FA22/049	<p>Community garden project Cllr Jeater provided an update on the recent planting of the raised bed and native primroses and various works on the 3 April. Feedback on the day was very positive. The next phase will be to install steppingstones to improve access to the benches and Cllr Jeater and Mr Wright will work on this. Mr Wright was asked to water the bed. The committee then discussed the representation made by the Stonegate residents. The Clerk was asked to advise the residents that the benches will not be removed at this time but that the situation will be closely monitored and that it would be appreciated if they could report any incidents to Brentwood Borough Council and or the police.</p>

FA22/050	Items for inclusion in the next Agenda (not requiring resolution or action) <ul style="list-style-type: none">• No items were requested
FA22/051	Close of meeting <p>The Chair thanked the Cllrs for attending and closed the meeting at 9.03pm</p> Date of Next Meeting: Monday 20 June at 7.30pm Venue: Council Chamber