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FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	20 June 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	P Jeater (temp Chair)	M Marston	R Pittman	L Emmett
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)		
Absent	Cllr	R Whittow-Williams	C Russell	R Lee	

At the start of the meeting the Clerk advised that owing to the absence of the current Chair and Vice Chair that a temporary chair from those attending would need to be elected to move to agenda item FA22/052. Cllr Pittman proposed that Cllr Jeater take the chair for this meeting, and this was agreed by all.

FA22/052	To elect a Chair and Vice Chair It was agreed that this agenda item be postponed to the July meeting when more members were present.
FA22/053	Apologies for Absence – for noting but not approval Apologies were received from Cllrs Whittow-Williams and Lee.
FA22/054	Announcements and Declarations of Interest None were declared.
FA22/055	To approve the Minutes of the Facilities Committee held on the 11 April 2022 The minutes were approved as a correct record and signed by Cllr Jeater.
FA22/056	Public participation session There were no members of the public present.
FA22/057	Matters Arising for Report (not for resolution) The Clerk reported damage to the gate post at Seymour Field car park and that the person responsible will be contacting Mr Wright to repair the post.
FA22/058	Caretaker's report <ul style="list-style-type: none"> • Mr Wright reported that last week the Seymour defibrillator was used for an emergency in New Road and that the pads had now been replaced. • Mr Wright advised that he will be tightening the fittings on the changing room ramp this week which have worked loose.
FA22/059	Fairfield Recreation Ground and Ingatestone Churchyard <ul style="list-style-type: none"> • The correspondence from a resident regarding dog mess on Fairfield was noted and the Clerk was asked to speak to the Communications Officer to put out a social media post about the issue. • The Clerk presented an offer from residents to fund the purchase of a bench along the footpath between the Fairfield playground and the churchyard. It was RESOLVED to accept the kind donation from the residents and for the committee to cover the expense of installation of the new bench. Proposed: Cllr Jeater All agreed. Mr Wright was asked to visit the site and confirm a suitable location for the new bench and the Clerk will progress this project.

	<ul style="list-style-type: none"> The annual RoSPA reports on the two playgrounds in Fairfield were reviewed. Mr Wright was asked to attend the playgrounds and see if the minor repairs raised could be undertaken by him.
FA22/060	<p>Seymour field and pavilion</p> <ul style="list-style-type: none"> The committee reviewed the cycle rack options and it was RESOLVED to purchase the Harrogate cycle rack from Broxap at a cost of £415+VAT to be financed from the Ride London grant received of £500 Proposed: Cllr Jeater All agreed. A review of the Seymour pitch fees was undertaken for the 2022/23 season, and it was RESOLVED that the council replicate the charges levied by Brentwood Borough Council for this season. It was further RESOLVED that the per play charge be raised to £100 to cover in part the cost of white lining, cleaning, and services. Proposed: Cllr Jeater All agreed. It was suggested that the council donate the junior goalposts to Stones Athletic YFC so that they maintain the goalpost security at their expense. The Clerk was asked to contact the football team with this offer and to report back on their response. The Clerk confirmed that this will mean the asset register would decrease by a small amount.
FA22/061	<p>Fryerning Cemetery and Fryerning</p> <ul style="list-style-type: none"> The committee reviewed the fees for Fryerning Cemetery and compared the current charges with those levied by Brentwood Borough Council and Chelmsford Crematorium. It was RESOLVED that the fees be increased by 10% across the field and this will be for the next 2 years. It was noted that this increase still meant that IFPC would be charging less than the 2 other burial authorities. Proposed: Cllr Jeater All agreed. The committee reviewed a request for a motif for a gravestone and the request was approved. The Clerk was asked to confirm this with the Assistant Clerk.
FA22/062	<p>Community garden project</p> <ul style="list-style-type: none"> Cllr Jeater reported on the recent vandalism to the community garden bin behind Bell Mead. Mr Wright advised that it was believed that the concrete base could be reused for the new bin. Cllr Jeater reported that when he visited the aftermath, he received a lot of positive comments about the site. It was RESOLVED that a replacement bin in a similar style be purchased, and the Clerk was asked to progress this project. Proposed: Cllr Jeater All agreed.
FA22/063	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <ul style="list-style-type: none"> Election of the Chair and Vice-Chair for the committee Post Office planter maintenance report Fairfield footpath stinging nettles Update on discussions with BBC about Seymour pavilion and field Maintenance of the ECC owned oak trees in Fairfield
FA22/064	<p>Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 8.31pm Date of Next Meeting: Monday 18 July at 7.30pm Venue: Council Chamber</p>