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FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	14 March 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	D Sankey (Chair)	R Whittow-Williams	C Russell	L Emmett
		R Lee	P Jeater		
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)		
Absent	Cllr	R Pittman	M Marston		
FA22/018	Apologies for Absence – for noting but not approval Apologies were received from Cllr Marston.				
FA22/019	Announcements and Declarations of Interest None were declared.				
FA22/020	To approve the Minutes of the Facilities Committee held on the 14 February 2022 The minutes were approved and signed by Cllr Sankey.				
FA22/021	Public participation session No members of the public were in attendance.				
FA22/022	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Sankey asked for an update on fire alarm system work at Seymour and the Caretaker confirmed that it is underway. • Cllr Sankey asked if the Clerk had heard from Cllr Wagland about the planned replacement of the streetlights in the parish and she confirmed that she had not received a response. It was agreed that this should be raised in the councillor forum. 				
FA22/023	Caretaker's report <ul style="list-style-type: none"> • Mr Wright reported that the acoustic tiles in Seymour pavilion have been finished and there is a marked improvement in the sound in the hall. • He also reported a couple of unexplainable incidents in the Fairfield playground relating to chains becoming detached. All repairs have been completed by the installer and they are equally unsure as to how this had happened. Concern was raised that the damage could be malicious, and the Caretaker was asked to take photographic evidence in future alongside the weekly playground inspection. The Clerk confirmed that she had been in contact with the resident involved and that they were satisfied with the reports and the council's actions. The Clerk was asked to request that the Anglo European School (AES) remind their students that this playground is for younger children. • Mr Wright reported that the damaged lampstand at the middle gate entrance to Fairfield has been reported to The Limes estate management company. 				

	<ul style="list-style-type: none"> Lastly, Mr Wright reported that he will be getting a quote to install steps at the front of the Beggar Hill post box but that the work will only likely take place in May.
FA22/024	<p>Village Litter Pick It was agreed to hold the Village Litter Pick on the 9 April 9.30-12.00pm.</p>
FA22/025	<p>Fairfield Recreation Ground and Ingatestone Churchyard The Clerk reported that a grant application for the second community garden had been submitted to the RHS with a closing date of last week. Cllr Lee advised that the AES gardening club had created some designs already.</p>
FA22/026	<p>Seymour field and pavilion</p> <ul style="list-style-type: none"> The Clerk reported on the issue with the gas meter at the pavilion. Despite advising the suppliers over the course of a year, it has finally been inspected. She was advised that it had been incorrectly installed and that a new meter had to be installed. This meter has been installed and connected and therefore the matter should be now settled. The Caretaker confirmed that the fence at the end of the field had been taken down and removed.
FA22/027	<p>Fryerning Cemetery and Fryerning The Clerk reported that the approved works have taken place and that the Clerk and Assistant Clerk have met with the landscape designer.</p>
FA22/028	<p>Queens Jubilee tree planting A discussion was held about the siting of 2 jubilee trees, and it was agreed that the land at the top of Hardings Lane should be considered, along with Seymour field and Fairfield. The Clerk was asked to progress this project and it was agreed that another flowering cherry would be planted in Fairfield and either a flowering cherry or apple tree be planted at Hardings Lane or Seymour.</p>
FA22/029	<p>To discuss suitable projects for CIL and s106 spending Cllr Sankey reported that a list of suggestions has been circulated by the EDWG and that the council need to keep this on the agenda for when funds are made available to the parish.</p>
FA22/030	<p>Parish Council owned phone boxes The Clerk circulated guidance on the renovation of phone boxes, and it was agreed that the whilst the process was clear, that finding a company to undertake the work is challenging. Cllr Whittow-Williams advised that a company used in Southend charged £5000 for the renovation of a phone box. Mr Wright advised that our small works contractor declined to quote for the work owing to its complexity. The Clerk was asked to continue to source a renovation company. Cllr Russell volunteered to contact BT with regards to the restoration of the High Street phone box which is still working and under their ownership.</p>
FA22/031	<p>Council membership reviews After a discussion, it was RESOLVED that the council cancel their membership with the Rural Community Council of Essex, the Campaign for the Protection of Rural England, and the Essex Playing Field Association. It was further RESOLVED that the council pay for lifetime membership of the Essex Heritage Trust at a total cost of £250. All the above to take place at the next membership renewal. Proposed: Cllr Sankey 4 in favour, 1 against, 1 abstention</p>
FA22/032	<p>Community garden project Cllr Jeater reported that the benches, bins and planter are in place and a working party is organised for the 3 April. Suitable plants are being researched that will suit a woodland setting. The next phase will be to install</p>

	stepping stones to the benches and he will investigate options for the new financial year.
FA22/033	Items for inclusion in the next Agenda (not requiring resolution or action) <ul style="list-style-type: none"> • No items were requested
FA22/034	Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 8.47pm Date of Next Meeting: Monday 11 April 2022 at 7.30pm Venue: Council Chamber