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FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	12 April 2021, 7.30pm
VENUE:	Virtual meeting

Present:	Cllrs	D Sankey (Chair)	P Jeater (left 8.54pm)	C Russell	M Marston
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)	P Poston	M Hart
		D Jelley (left 8.06pm)	P Davey (left 8.06pm)		
Absent	Cllr	R Pittman	R Lee		

Before the meeting commenced, a minute's silence was held in memory of the late Duke of Edinburgh, HRH Prince Philip who died on the 9 April.

FA21/039 Apologies for Absence to be received but not approved.
Apologies were received from Cllr Lee

FA21/040 Announcements and Declarations of Interest
None were presented.

Having regard to the confidential nature of the business to be transacted, the meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

FA21/041 To resolve to give voting rights to all councillors in attendance.
It was RESOLVED to set aside Standing Order 1a to allow all councillors in attendance at this meeting the right to vote on agenda item FA21/042 only.
Proposed: Cllr Sankey
All agreed

FA21/042 Fairfield Children's playground
Mr Wright was invited to present to the committee, and he provided an analysis of the 7 companies who had quoted for the works. After a discussion, a vote was held to shortlist the applications down to 3. Public consultation by the councillors will be undertaken on these 3 designs, with reporting back to the Clerk for the compilation and presentation of results at the 6 May meeting.

Chair to open the meeting to the press and public
The Chair thanked non-committee members for attending

FA21/043 To approve the Minutes of the Facilities Committee from previous meeting on the 15 March 2020
Approved but not signed by Cllr Sankey owing to the nature of the meeting.

FA21/044 Public participation session
No members of the public were present.

FA21/045 Matters Arising for Report (not for resolution)

- Cllr Sankey asked for an update on the container for Seymour. The Clerk reported that she was still awaiting legal costs from Brentwood Borough Council
- Cllr Sankey asked if the booking forms had been received from the Horticultural Society and the Clerk advised that they had not.

FA21/046	Caretaker's report Mr Wright reported that he had painted the skip fencing in the churchyard and applied third coat of preserver to Fryerning noticeboard. He also advised that he had purchased 4 parasols for the patio furniture at Seymour.
FA21/047	Fairfield Recreation Ground <ul style="list-style-type: none"> Correspondence relating to a proposed skate park event was discussed and it was decided not to progress with this project. The Clerk was asked to investigate costs for a possible future event.
FA21/048	Seymour field and pavilion <ul style="list-style-type: none"> Cllr Poston requested that the committee consider possible future access to the Seymour field car park in relation to the planned grasscreting of New Road. It was agreed by the committee members that an additional entrance to the car park would not be required. The Clerk requested permission to obtain quotes to appoint a professional industrial cleaning company to deal with cleaning the changing rooms between matches. Permission was granted. A discussion on the provision of 2 adult pitches at Seymour was held and it was agreed that Mr Wright, Cllr Jeater and Mr Holmes (Stones) arrange a meeting at the field to review the provision and to also agree pitch maintenance requirements at this time. Cllr Poston asked about a recent booking clash at the field and for information about a missing padlock and chain and football net. An update was provided by the Clerk to the extent of her knowledge.
FA21/049	Fryerning Cemetery Nothing has been tabled
FA21/050	Community gardens idea Cllr Jeater met with JPB to clear the fly tipping at the community garden site. The Clerk was asked to chase the quote for the works. Cllr Jeater will be working on the site on Sunday morning to start some ground clearance with members of the Climate Emergency Working Group and any councillors wanting to help.
FA21/051	To decide a date for the Village Litter Pick After a discussion it was agreed that the litter pick will take place on the 22 May. The Clerk will now progress with the organisation of the event.
FA21/052	To discuss the recent Bench Audit undertaken by Cllr Marston Cllr Marston presented the recent audit that she had undertaken. It was agreed by the committee that the dilapidated bench at the end of Whadden Chase and Fryerning Lane should be removed on the grounds of safety. The Clerk was asked to investigate installing a parish council bench on the same site. <i>Cllr Jeater left the meeting at 8.54pm</i>
FA21/053	To discuss the possibility of adopting the High Street BT phone box After a discussion, it was agreed that the Clerk investigate the idea of installing a BT Streethubs and that the planning committee will investigate the current Grade 2 listing of the High Street phone box and the possible change of use.
FA21/054	Items for inclusion in the next Agenda (not requiring resolution or action) No items were requested.
FA21/055	Report for the Communications Committee Cllr Sankey advised that he would complete the report and submit it to the communications committee directly.
FA21/056	Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 9.11pm Date of Next Meeting: Monday 10 May (tbc) 2021 at 7.30pm Venue: tbc

Addendum to the minutes

After the meeting being held on the 12 April, advice from NALC and EALC was received on the 13 April 2021 at 2.05pm to advise that the national period of mourning could not be counted as part of the three clear day rule. The summons for this meeting was dated 7 April and therefore in the true sense of the law, the meeting did not have the required three clear day notice. Without the national period of mourning, the notice period was correct. After speaking with the Chair of the committee, it was agreed that the most sensible solution was to note the issue on the minutes and that the decisions made at the meeting would stand. All decisions are due to be discussed again at later meetings and therefore would be ratified later if required.

A Wood, Parish Clerk and RFO
13 April 2021, 4.50pm