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FACILITIES COMMITTEE

MINUTES OF MEETING HELD: 18 January 2021, 7.30pm
VENUE: Virtual meeting

Present:	Cllrs	D Sankey (Chair)	P Jeater	C Russell	M Marston
		R Lee	C Baker		
Also Present:		A Wood (Clerk and RFO)	A Wright (Parish Caretaker)		
Absent	Cllr	R Pittman	D Carpenter		

- FA21/001 Apologies for Absence to be received but not approved.**
No apologies had been received
- FA21/002 Announcements and Declarations of Interest**
None were presented.
- FA21/003 Approval of minutes of the last Facilities meeting held on 14 December 2020.**
Approved but not signed by Cllr Sankey owing to the nature of the meeting.
- FA21/004 Public participation session**
No members of the public were present
- FA21/005 Matters arising for report (not for resolution)**
- Cllr Sankey asked for an update on the EVC points and cycle hoops. Cllr Jeater and the Clerk reported that the projects are being progressed at this time but waiting for a response from Brentwood Borough Council.
 - Cllr Marston will be working with the contractors to plant the trees on Fairfield.
 - The Clerk is waiting for information on the next Neighbourhood Action Team (NATS) visit to the parish.
- FA21/006 Caretaker's report**
The Caretaker gave a verbal update along with a written report. Maintenance and safety checks on the pavilion have continued during lockdown, also with work on the planned playground renovation.
- FA21/007 Seymour field and pavilion**
- It was **RESOLVED** to appoint BB Alarms to undertake an annual service on the pavilion alarm system at a cost of £65 + VAT for the initial service and £15pcm + VAT for ongoing assistance.
Proposed: Cllr Sankey
All agreed.
 - Mr Wright advised that he believed there to be space for 4 picnic benches on the Seymour pavilion patio. With this information, the Clerk and Caretaker can progress the project, following the authority given at the December meeting.
- FA21/008 Fairfield Recreation Ground**
Mr Wright gave an update on the playground project and advised he is still working towards a larger update at the February meeting. Eighteen companies have expressed an interest in the project. The Clerk advised that

this process is different from previous tenders in that the final decision should be by public vote on the design of the playground as all companies are working to the same budget. It was also agreed that references and examples of work should be included in the tendering process.

FA21/009 Fryerning Cemetery

Nothing was tabled for this meeting

FA21/010 Community gardens idea

Cllr Jeater provided a report on a recent public meeting on community gardens. He advised that an initial challenge of finding a site could be overcome if the land to the rear of Bell Mead was selected as it was already under parish council control. The nature of the garden would need to be woodland based. He advised that a budget request for benches and bins in the area have already been included in the budget for next year under their own budget heading. It was agreed that a further £1000 be included in the budget for this project. Cllr Marston offered to use her RHS contacts to progress this project.

FA21/011 Budget for the next year

- The Clerk presented an email from a resident requesting that a path be installed around the outside of Seymour Field. After a discussion, it was agreed that with regret, the cost would prevent inclusion in next year's budget, but could be a future project.
- Cllr Russell asked that the renovation of the BT telephone box in the High Street be considered. After a discussion, it was agreed that Cllr Russell report the fault with the phone in the first instance.

FA21/012 Items for inclusion in the next Agenda (not requiring resolution or action)

Nothing tabled

FA21/013 Close of meeting

The Chair thanked the Cllrs for attending and closed the meeting at 8.27pm

Date of Next Meeting

Monday 15 February 2021 at 7.30pm Venue: Zoom virtual meeting