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FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	15 March 2021, 7.30pm
VENUE:	Virtual meeting

Present:	Cllrs	D Sankey (Chair)	P Jeater	C Russell	M Marston
		R Lee			
Also Present:		A Wood (Clerk and RFO)	P Poston		
Absent	Cllr	R Pittman	A Wright (Caretaker)		
0FA21/026	Apologies for Absence to be received but not approved. No apologies had been received				
FA21/027	Announcements and Declarations of Interest None were presented.				
FA21/028	Approval of minutes of the last Facilities meeting held on 15 February 2020. Approved but not signed by Cllr Sankey owing to the nature of the meeting.				
FA21/029	Public participation session No members of the public were present				
FA21/030	Matters arising for report (not for resolution) <ul style="list-style-type: none"> • The Clerk advised that the High Street phone box is being repaired by BT at this time. • Cllr Marston spoke about possible planned children's activities and a Friday Funday on Seymour. It was agreed that the Clerk take this project over from this point. • Cllr Marston spoke about an audit she had undertaken on benches in the parish with the intention of turning some into chat benches. The Clerk was asked to distribute to the committee members. • The Clerk reported that the fencing around the sunken grave in St Edmunds and St Mary's Churchyard is being installed on 17 March with the help of the caretaker • The Clerk reported on issues with lorries damaging the pathway verge outside of St Mary's Fryerning. She reported that the church will cut the grass back to the original width of the path and that the skip hire company had been warned of the damage. 				
FA21/031	Caretaker's report As the caretaker was not present, the Clerk spoke on the work he had been undertaking before his annual leave last week. A report was presented to committee.				
FA21/032	Fairfield Recreation Ground <ul style="list-style-type: none"> • The Clerk gave a progress report, and it was agreed that a more detailed discussion take place at the next committee meeting where the project would be formally launched. It was hoped that the work could take place before the summer holidays. The Clerk reported that planning permission was not required following advice from Brentwood Borough Council planning officers. It was agreed that 				

	<p>councillors would need to be involved in the public consultation element of the project and that a plan of action will be decided at the April facilities meeting.</p> <ul style="list-style-type: none"> • Cllr Jeater spoke about the wildflower area next to the pond. It was agreed that the Clerk contact JPB Landscapes to fence off the area prior to sowing more seeds. • Cllr Jeater asked about renovation work to the war memorial located next to the children's playground entrance. The Clerk was asked to investigate ownership of the memorial. • Cllr Poston asked to speak on the 'den' created behind the Cricket Pavilion on Fairfield. Cllr Jeater advised that the cricket club will be installing fencing and gates in the area to make a storage area.
FA21/033	<p>Seymour field and pavilion</p> <ul style="list-style-type: none"> • The committee discussed issuing a credit note for the Stones Youth FC and it was RESOLVED that the Clerk action this against the new season and use of the field in May and June. Proposed: Cllr Jeater All agreed. • It was RESOLVED that as the parish council will be charging for hiring of the pitches after the football season formally ends in April, that the cost of £75 for each fortnightly white lining be covered by the grounds maintenance budget. Proposed: Cllr Sankey All agreed. • The Clerk raised the possibility of a transfer of community assets, and it was agreed by the committee that further investigation take place with the intention of purchasing Seymour Field for the benefit of the community before any further investment takes place. • The Clerk presented the proposed storage container for Seymour Field and advised that a grant application will be presented to Legal and Finance. However, at this time, no response from Brentwood Borough Council granting permission had been received. • The committee discussed the planned Horticultural Show and the Clerk advised that no booking form had been received for the event. She also advised that the committee should request details of all covid risk assessments and confirmation that the Societies insurance would cover this event in the current climate.
FA21/034	<p>Fryerning Cemetery</p> <ul style="list-style-type: none"> • The committee undertook the bi-annual review of the cemetery fees and it was RESOLVED that the fees are increased by 5% for the period June 2021 – June 2023. It was further RESOLVED that the fee for interment of children aged 12-16 be removed in line with those interments for younger ages. Proposed: Cllr Sankey All agreed. • A request for an extension to the purchase of a burial plot was discussed and it was RESOLVED that an extension to 31 December 2021 be granted. Proposed: Cllr Sankey All agreed
FA21/035	<p>Community gardens idea</p> <ul style="list-style-type: none"> • Cllr Jeater spoke about a similar local project and advised that the Climate Emergency Group will be getting together groups to start work on ground clearance and species identification. • The Clerk was asked to contact the parish council's tree surgeon to see if they could provide chippings for the area.

FA21/036	Items for inclusion in the next Agenda (not requiring resolution or action) <ul style="list-style-type: none"> • Village litter pick • Fairfield Playground discussion • Bench audit • Grasscreting of New Road (Planning and Highways Committee)
FA21/037	Report for the Communications Committee Cllr Sankey advised that he will complete the report and submit it to the communications committee directly.
FA21/026	Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 9.01pm Date of Next Meeting Monday 12 April 2021 at 7.30pm Venue: Zoom virtual meeting