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## FACILITIES COMMITTEE

**MINUTES OF MEETING HELD: 25 May 2020, 7.30pm**  
**VENUE: Virtual meeting**

**Present: Cllrs** D Sankey (Chair) P Jeater C Baker R Pitman

**Also Present:** A Wood (Clerk and RFO) A Wright (Parish Caretaker)

**Absent Cllr** R Lee D Carpenter C Russell

**FA20/001 To elect a Chair for the committee**

Cllr Jeater opened the meeting and asked for nominations for the Chair. Cllr Sankey proposed himself for the position, seconded by Cllr Pitman and the decision was unanimous.

*Cllr Sankey took the Chair for the remainder of the meeting.*

**FA20/002 To elect a Vice Chair for the committee**

Cllr Sankey advised that Cllr Lee was willing to continue as Vice chair if required. Cllr Sankey proposed, seconded by Cllr Baker and the decision for Cllr Lee to remain as Vice Chair was unanimous.

**FA20/003 Apologies for Absence to be received but not approved**

Apologies were received from Cllr Lee and Carpenter.

**FA20/004 Announcements and Declarations of Interest**

None were presented.

**FA20/005 Approval of minutes of the last Churchyards and Environments meeting held on 17 February 2020**

Approved but not signed by Cllr Sankey owing to the nature of the meeting. The Clerk provided an update on various matters raised in the minutes.

**FA20/006 Public participation session**

No members of the public were present.

**FA20/007 Matters arising for report (not for resolution)**

- Mr Wright reported on a broken window at the Lychgate and Cllr Pitman offered to investigate fixing of the leading.
- Cllr Sankey reported on the informal footpath that had been established by pedestrians accessing the station from Bell Mead. The Clerk offered to get an estimate for the works to present at the next meeting for a formal discussion.

**FA20/008 Tree surveys**

The Clerk presented the annual tree surveys undertaken by Place Services at Seymour Field, Fairfield and Fryerning Cemetery. She was asked to obtain two quotes for the work highlighted (none of which was urgent) and to speak to ECC regarding a tree in Fairfield and the church regarding works in the churchyard.

**FA20/009 Seymour Pavilion electrical works**

Mr Wright presented a quote he had obtained to install an alarm in the disabled toilet, as well as ancillary works relating to the hall Wi-Fi and projector.

It was **RESOLVED to accept the quote from Newgate Electrical for £790+VAT** with the works to take place as soon as possible. Mr Wright was asked to liaise with the electrician on this matter.

**Proposed: Cllr Sankey**

**All agreed**

**FA20/010 Seymour Pavilion patio works**

Mr Wright spoke on the issue of patio slabs that are lifting and cracking due to their size. It was reiterated that this was not due to workmanship but the design of the existing patio. The matter had been resolved but will occur again once footfall in the area increases. It was **RESOLVED to accept the quote from Stan Tidd for £540 inc VAT** with the works to take place as soon as possible. Mr Wright was asked to liaise with the electrician on this matter.

**Proposed: Cllr Sankey**

**All agreed**

**FA20/011 Seymour pavilion snagging works**

Mr Wright spoken on the ongoing issue with damp in the changing rooms and advised that the builders will be attending site for 2 days in June to remove cubicles and furnishings and to take down the existing walls to repair the problem. Mr Wright will also be attending to monitor the works.

**FA20/012 To consider any work that can be undertaken by the Parish Caretaker**

- The Caretaker was asked to give the Fryerning noticeboard a coat of preservative

**FA20/013 Items for inclusion in the next Agenda (not requiring resolution or action)**

- It was agreed that an agenda item to discuss the High Street opening and the effect this would have on the committee should be tabled.

**FA20/014 Close of meeting**

The Chair thanked the Cllrs for attending and closed the meeting at 8.14pm

**Date of Next Meeting**

**Monday 15 June 2020 at 7.30pm Venue: Zoom virtual meeting**