

**DANBURY PARISH COUNCIL**  
**A QUALITY COUNCIL**

**Minutes of the meeting of the FACILITIES COMMITTEE held on 25<sup>th</sup> April 2007 at the Parish Office**

Present: Cllrs D. Hawkins (Chairman) A. Allen, S. Berlyn (ex officio), J. Brooks, J. Langley, D. Powell, M. Telling, M. Wood (ex officio).

In attendance: Clerk to the Parish Council  
Assistant Clerk to Facilities.

**Public Question time** No members of the public were present.

**117 Apologies for Absence**

Apologies for absence were accepted from Cllr Mrs J Wells

**118 Declarations of Interest**

None were declared.

**119 Minutes of the Meeting Held on 14<sup>th</sup> March 2007**

RESOLVED that the minutes of the meeting held on 14<sup>th</sup> March 2007 were approved and duly signed as a correct record.

**120 CCTV for Parish Properties**

No money had been budgeted for this item. More research would be required. There were now wireless systems that could be purchased. Also the Police wanted to talk to Parish Council regarding CCTV. Members wanted to be aware that there would be on-costs from purchasing a system. The Clerk would continue to pursue Chelmsford Borough Council regarding a CCTV Camera for Robins Nest.

RESOLVED: that a) this item be kept on the Agenda  
b) the matter be investigated further  
c) the Clerk continue to pursue with Chelmsford Borough Council a CCTV Camera for Robins Nest

**121 Danbury Scouts Centenary Celebration**

No further information or contact had been received. This item to be left on the Agenda for the present time.

RESOLVED: that the information be noted.

**122 Hanningfield Award Scheme**

Details of this Scheme had been forwarded to the Parish Council. Applicants had to be in the age range 16 – 25 years. Applications had to be received by 3<sup>rd</sup> July, 2007 for volunteer activities that promote social cohesion and community activity. Members were requested if they knew of such a group to contact the Clerk who would forward details of the scheme to the appropriate person.

RESOLVED: that the information be noted.

### **123 Elm Green Notice Board**

The notice-board had been repaired again. Members thought that some research should be completed on a metal frame for protection to vandalism.

RESOLVED: that Research be completed on a metal frame for the Notice-Board but it was low priority at the present time.

### **124 Trees**

#### **124.1 Tree Works**

Permission had been sought to complete the tree works at Eves Corner.

The Vice Chairman of the Council proposed that £3788.75 be approved and that £200 for Annual Survey of trees be subject to a retainer. The Chairman proposed an amendment that the £200 for the Annual Survey be included in the price for this year.

The Amendment was carried with 5 votes for 1 against and 2 abstentions.

Members agreed the tree works to the sum of £3788.75 by D F Clark. Members required more information regarding the £200 for the Annual Survey on the trees and that the Clerk try and negotiate that the Annual survey be included in the price this year.

RESOLVED: that a) DF Clark and Sons be appointed to complete the medium and low priority work including the new trees to the sum of £3788.75

b) the clerk contact the Company and request that the sum for the Annual Survey be included in the price

c) the clerk to ascertain the details of the annual survey

#### **124.2 National Trust request for monies for Trees**

A request had been received from the National Trust for assistance with costs for tree works within Danbury. Members considered the request. There was no money in the budget for this request.

RESOLVED: that the clerk writes back to the National Trust and explains that the Parish Council had no monies in the budget to help with this request.

#### **124.3 Line of Conifer Trees on the East Boundary of Frettons**

The trees had now been reduced. The owner had requested that the Council contact him to notify him of any works on the adjacent car park which would affect the trees.

RESOLVED: that the Clerk explain that the Council will contact him further if and when any works would be completed to the car park.

#### **124.4 Pedlars Path**

The Claim for superstructure repairs was still outstanding with the Council's Insurance Company. Additionally a member of the public had written to the Council complaining about a further tree in the Pedlars Path location. The Clerk had asked the tree surgeon adviser to inspect the tree and was awaiting a report.

RESOLVED: that the Clerk act on the tree surgeon adviser's recommendations.

### **125 Council Land**

#### **125.1 Runsell Green**

A verbal request had been received from a resident requesting that further posts be installed at Runsell Green along the internal road. Subsequently a further letter had

been received requesting the installation of an additional two posts between the footpath and the road but leaving sufficient room for invalid buggies.

RESOLVED: that the Vice Chairman of Facilities Committee visits the area and contacts the resident concerned and takes some photographs.

### **126 Heathcote – Annual Easter Egg Hunt**

The event had not taken place due to inclement weather. The event had been arranged for Charity. Therefore the Clerk requested that the cheque could be returned.

RESOLVED: that Members agreed that the cheque could be returned to the Parent Teachers Association at the School.

### **127 Bowling Club**

The Bowling Club had requested that they use Pitch 2 for parking on the following dates Sunday 3<sup>rd</sup> June, 2007, Tuesday 17<sup>th</sup> June, 2007, Sunday 29<sup>th</sup> July, 2007 and Sunday 19<sup>th</sup> August, 2007.

RESOLVED: that the Parish Council honour the arrangement to use Pitch 2 on Sunday 3<sup>rd</sup> June, 2007, but that due to the restrictions placed on the pitches for the football they would be unable to authorise the other dates.

### **128 Cricket Club and Bookings**

#### **128.1 Cricket Club**

The contract had been received together with fixtures. A Risk Assessment had been received but the Public Liability Insurance was still awaited.

RESOLVED: that the Clerk check with the cricket club that they have obtained the Public Liability Insurance.

#### **128.2 Football Team wishing to book Cricket Wicket**

The clerk had been approached if one of the football teams could use the cricket wicket when not in use by the cricket team.

RESOLVED: that the football team could use a cricket wicket on a Sunday if and when one was free but they would have to use the appropriate shoes.

#### **128.3 Essex Playing Fields Competition**

Members agreed to enter the competition again this year.

RESOLVED: that the Parish Council enter the Essex Playing Fields Competition at a cost of £10.00.

#### **128.4 Christmas Tree Lighting**

The Clerk was concerned regarding the risk assessment for the lighting of the tree at Christmas regarding the event being close to the pond. She had progressed with Essex County Highways and had an itemised procedure for obtaining the electricity power supply. Also where to go for a risk assessment and a method statement for erecting the tree. The National Trust had been contacted and wanted plans of where the electricity pillar was to be erected together with a design of the pillar. The National Trust had found it necessary to require a way-leave for the pillar.

Members debated the matter and Members agreed the following:

RESOLVED: that a) the Clerk should continue with the process of obtaining the electricity supply  
b) that the Churches and the Danbury Society should be contacted for the arrangements on the evening of the lighting of the tree including the risk assessment for the event.

## **129 Matters to Note**

### **129.1 The Play Scheme**

This was held on two afternoons during the second week of the Easter Break. Numbers had been smaller than usual.

### **129.2 Drainage and Car Parking Project**

The Clerk had circulated at the meeting the Feasibility Study prepared by TTS. A meeting of the Working Party would now be arranged.

### **129.3 £500 Landscaping Services from Essex Playing Field Competition**

It had been agreed that at Copt Hill and Dawson Memorial Field trees would be planted. The clerk had written to Essex County Highways to ascertain the services and that the trees would be appropriate at Copt Hill.

### **129.4 Ponds**

i) It had been hoped that the work on the ponds would be completed during week commencing 17<sup>th</sup> April, 2007 this had not happened by the date of the meeting.

ii) A Risk Assessment of the Ponds had been completed before she left together with the Groundsman this would be required to be reconsidered next year. A check of the ponds will be kept monthly.

### **129.5 Lighting DCA Building**

The work had been completed and the lights were working well.

### **129.6 War Memorial Grant**

This will be progressed by new member of staff.

### **129.7 Vandalism**

During the Easter weekend one of the Springers within the Play Area had been damaged. A contractor had visited the site to assess whether the Springer required repairing or replacing. The Springer had been taken back to the Company for assessment. The Council's Insurance Company had also been contacted.

### **129.8 New Maps**

The new maps would be progressed by new member of staff.

## **130 Matters to Report**

Vice Chairman of the Council reported that he had attended Little Baddow Assembly and they were now going to produce a Footpaths Leaflet.

It was also reported that there had been a problem with the pre-school parents blocking the entrance to the top car park.

**131 Dates of Meetings in 2007**

13<sup>th</sup> June, 11<sup>th</sup> July, 12<sup>th</sup> September, 7<sup>th</sup> November budget  
14<sup>th</sup> November budget, 12<sup>th</sup> December, 2007

There being no further business the meeting closed at 10.00 pm.

Chairman

Signed .....

Date .....