



FACILITIES COMMITTEE

Minutes of the meeting held on 14th November 2007 at the Parish Office

Present: Councillors A. Allen, H. Clacy, J. Langley, D. Powell, Mrs J Wells, M. Wood (ex officio)

In Attendance: Clerk to the Parish Council / Assistant Clerk, Facilities

Public Question Time: No members of the Public were present

As a mark of respect for Cllr J Brooks who passed away on Friday 9th November 2007 a minutes silence was held.

Due to the absence of the Chairman and a Vice Chairman it was unanimously agreed that Cllr M Wood would take the Chair for this meeting.

120 Apologies for absence

Apologies were received and accepted Cllrs D Hawkins (Chairman), and M Telling.

121 Declarations of Interest

Cllr Powell declared prejudicial interest in Minute 124 regarding fees for Danbury Mission and took no part in the discussion.

122 Minutes of the Facilities Committee held on 7th November 2007.

These were circulated at the meeting and it was agreed that these would be approved and signed at the next Facilities Committee once members had had time to read them.

RESOLVED: Minutes of the Facilities Committee held on 7th November, 2007, be approved and signed at the next Facilities Committee on 11th December 2007.

123 Facilities Budget

123.1 Draft Budget

Members were made aware that at this stage this was a "wish list" and to achieve a working budget Resources Committee may have to trim items back.

Two major queries were raised :-

123.1.1.DCA Painting / Refurbishment - £15,000

The Clerk clarified estimated figures for the proposed Stage 2 of maintenance works identified:-

UPVC Replacement of all Fascias , Soffits , Guttering	- £12,218.80
UPVC Replacement Windows at Rear (Toilets / Male Changing)	- £1,417.90
UPVC Replacement Window to side of front entrance	- £308.10
Painting Snooker Hall, side lobby and fire escape staircase at rear	- £1,680.00
Investigating Leak to rear lobby	- £1,630.00

Repairs to Cupola on Roof		- £1,487.00
	Estimated Total	- £18,741
	Budget	£20,000

The Committee was made aware that PC had undertaken to the residents of Danbury to resurface the car parks, and to achieve this Public Works Loan would be required.

RESOLVED: that the Facilities Committee request the Resources Committee to investigate a Public Works Loan to help fund the DCA refurbishment and to progress the drainage/car park project.

123.1.2 Grounds Maintenance - £13,000

The Clerk explained that TTS had recommended a 4 year maintenance programme on the playing fields once the drainage works had been done, and £13,000 per year should be budgeted :-

£1,000	- Weed Killer
£2,500 (Per Pitch)	- Sand
£350 (Per Pitch)	- Seed
£120 (Per Pitch)	- Fertiliser
Total £12,880 p.a. maintenance	
Budget £13,000	

The Vertidrain should be used on pitches at least twice a year. If contractor asked to come in and complete Vertidrain work it would cost in the region of £500 per pitch making a total of £2,000 on each occasion, and the work must be to the standard that TTS had recommended.

If purchased the service could be offered to other places – cost to purchase new £18,000, 2nd hand £11,750

Currently £1,000 per year was allocated for Grounds Maintenance and £1,750 per year for Field Maintenance and £1,000 for Grounds Improvements.

RESOLVED: that purchase of a vertidrain was deferred, and that equipment and manpower was hired in during first year, and £13,000 was put in budget to cover the cost. Additionally the cost of hire of the vertidrain at £2,500.

The following further queries were raised in relation to the draft budget:-

123.1.3 Descaling Calorifiers at the DCA – £1,500

Members queried whether this work needed completing annually.

RESOLVED: the Clerk would seek advice on this.

123.1.4 Buildings - £4,000

Members queried whether the total budget was necessary as DCA had money in budget for maintenance. This money covered all buildings on the site.

RESOLVED: £3,000 to be put in draft budget for Buildings Maintenance.

123.1.5 War Memorial - £3,000

Clerk clarified costs for restoration – a) £1,650 to re-face all surfaces of the memorial stone b) £1,424 to re-cut all 346 existing inscriptions – Total £3,074.

War Memorials Heritage Trust Grant may put in up to 50% of the eligible costs. Minute 61 resolved that cleaning, survey and restoration costs be included in 2008/09 budget.

Cllr J Langley proposed , Cllr D Powell seconded that as it was the 90th Anniversary in 2008 of the end of the second World War, that the restoration be carried out, and that the Memorial be properly re-dedicated when the restoration had been done.

RESOLVED: that £3,000 be put in budget to enable the War Memorial restoration to be carried out, and grant application be submitted to the War Memorials Heritage Trust.

123.1.6 Youth Shelter - £10,000

Cllr D Whiteing had reported to the Clerk regarding the Neighbourhood Action Panel that he had received a letter from Inspector Chris Killgallan who was pressing very strongly for a youth shelter and was keen to progress regardless of monies being available, indicating that the PC could obtain a grant.

A ball park figure of £10,000 had been put into the draft budget, based on the cost of a standard ‘teen shelter’ shown in the Wicksteed brochure. But there were many types of shelter and a suitable shelter for the older youth that was appropriate had yet to be identified.

Cllr A Allen proposed, and Cllr D Powell seconded that the Parish Council agreed in principal to the provisions of a Youth Shelter, subject to equipment being acceptable to Danbury Parish Council and in a location which is acceptable to the Parish Council.

It was also decided to leave a budget figure out for the “teen shelter” and to attempt to apply for grants.

RESOLVED: that Facilities Committee request Parish Council on the 5th December, 2007 to approve the above proposal.

123.7 Draft Budget

Draft Budget is shown as Appendix I to be taken forward to Resources Committee on 21st November, 2007

RESOLVED: that the attached Draft Budget be taken forward to Resources Committee on 21st November, 2007

124 Fees and Rents

Members agreed the following fees and rents for 2008/2009

Cricket Pitch per match	£70.00
Heathcote School	£2,600
Bowling Club (Maintenance of Green)	£6,851.88

In addition the Club now pay £1,000 Ground Rent

Tennis Club	£3,500
Football Pitch per match	£33
Per match, U 18s on senior pitch	£24
Per match Seniors on Pitch 3	£24
Per match Juniors on other pitches	£11
Football training per session	£11
Football – Danbury Mission Community FC	£260
Small Meeting Room (RBL)	£2000

Allotments as per Minute 64.1 Facilities Committee 8th November, 2006
£12.00 plus a proportion of the water costs (approx (£26 per allotment)

RESOLVED: that a) the above Fees and Charges be set for 2008/2009.
b) that the football charges be reconsidered next year after the improvement works had commenced

125 Dates of Meetings in 2007

Tuesday 11th December, 2007

There being no further matters to report the meeting closed at 10.30pm.

Chairman

Signed Date