



FACILITIES COMMITTEE

Minutes of the meeting held on Wednesday 16th January 2019 at 7.30pm in the Committee Room at The Old School House, Main Road, Danbury

Present: Cllr J Steele (Chairman), Cllr G Chapman (Vice Chairman),
Cllr Mrs A Chapman (ex officio), Cllr Mrs L Anstee,
Cllr D Chesterman, Cllr Mrs M Hessing, Cllr M Telling

In Attendance: Ms M Harper, Clerk
Mrs M Dyer, Assistant Clerk, Facilities

66 Apologies for absence

Apologies were received and accepted from Cllrs Berlyn, Keeler and Sutton.

67 Declarations of Interest

All Members were reminded that they must disclose any pecuniary or non-pecuniary interests they know they may have in items of business on the meeting's agenda and that they must do so at this point, or as soon as they become aware of the interest. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a pecuniary one. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting if they have not previously notified the Monitoring Officer about it. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the DCA.

There were no declarations of interest at this point

68 Public Question Time (Limited to 15 minutes)

There were no Members of the Public present

69 Minutes

69.1 Minutes of Facilities Committee Meeting held on 6th November 2018

RESOLVED: that Cllr Mrs A Chapman and Cllr G Chapman be added to the list of Members present at this meeting and this correction duly signed by the Chairman.

69.2 Minutes of the Facilities Committee Meeting held on 14th November 2018

RESOLVED: that the minutes of the Meeting held on 14th November 2018 be approved and duly signed as a correct record.

70 Actions Arising

Following clarification of a few items, the action plan was noted. The presence of Members at the Play in the Park sessions was put forward by a Member – to be referred to the Communications Group for consideration.

71 Danbury Parish Council owned Premises

It was noted that the inspection was carried out on 15th January 2019 (copy supplied to Members) and that the (temporary) Groundsman continued to inspect the site. Members requested that the fencing issue at The Old Pavilion be actioned as soon as possible.

71.1 Robins Nest - Building Alarm

The Clerk updated Members regarding the new arrangements and cost implication for call outs.

RESOLVED: that the information was noted.

71.2 Football

It was noted that: Daen Ingas Football Club had folded, that one new goal post had been purchased for installation on Pitch 3 and that temporary arrangements were in place regarding pitch maintenance and marking.

Members had been reminded that usage fees for season 2019/20 had been agreed at the November 2018 Facilities Budget meeting and advised that Danbury Mission Youth Football Club had advised that it would only require use of pitches 2 and 3 (Pitch 4 not required) for the season starting in September 2019. Having been reminded that the fee for use of three pitches had been agreed at £350, Members discussed and Cllr Chapman proposed that the fee for use of 2 pitches be set at £240, this was seconded by Cllr Mrs Chapman, all Members were in agreement.

RESOLVED THAT: i) the information was noted

- ii) the fee for Danbury Mission Youth for the use of two pitches for the season 2019/20 was set at £240.

71.3 Temporary Path to Tennis and Bowling Clubs

It was noted that orders had been placed to create a safe, lit path to the Tennis and Bowling Clubs, until the issue is resolved; works to lights had been completed, inspected and found to provide adequate lighting; delay to path installation due to contactor's availability.

71.4 The Old Pavilion

71.4.1 Yellow 'No Parking' lines

Members discussed and agreed that a 'yellow hatched' area would be more appropriate in this location; minimum costs from two companies for lining work were advised to Members. It was agreed that further quotes be obtained/ascertain amount of lining work that would be covered under the 'minimum charge' (re-marking disabled bay outside Sports Centre to be included). Meanwhile 'No Parking' signs to be installed on the bollards alongside The Old Pavilion entry path.

RESOLVED THAT: i) further quotes be obtained/ascertain amount of lining work

that would be covered under the 'minimum charge' (re-marking disabled bay outside Sports Centre to be included).

- ii) 'No Parking' signs to be installed on the bollards alongside The Old Pavilion entry path.

71.4.2 WIFI

Members were advised that the Conservation Officer had advised that planning permission for aerials at this building and the Sports Centre would not be required providing the aerials were not placed on the front elevations (that face the Main Road) and are positioned as discreetly as possible. This would be discussed with the DCA. At this point a Member raised a query regarding providing free WIFI to the Youth Shelter from the DCA.

RESOLVED THAT: i) the placement of the aerials be discussed with the DCA
ii) provision of free WIFI at the Youth Shelter via the DCA WIFI
be investigated

71.5 Sports Centre

71.5.1 Internal Drains

It was noted that the alternative flush mechanism ordered was compatible, so a further six had been ordered and delivered. New toilet seats had been ordered by the plumber.

71.5.2 Disabled Parking Bay

It was noted that the remarking would be part of the works involving yellow hatching outside The Old Pavilion (Minute No.71.4.1 above applies).

71.6 Dawson Memorial Fields – Anti Social Behaviour

Members had been provided with information relating to a proposal put forward by a resident to curb anti-social behaviour by using a 'Mosquito Electronic Device' which emits sound at high frequency which can generally only be heard by younger people. Members all felt that this was not suitable for many reasons.

72 Trees

72.1 Trees at Pedlars Path

It was noted that the TPO application paperwork had been completed, submitted and acknowledged by CCC.

72.2 Tree Survey 2018

Members considered the quotes for high priority works (except works to remove ivy or mulching work – to be carried out by volunteers). Cllr Chapman proposed that EssexArb be appointed to carry out the works at a cost of £1,950.00 ex VAT, this was seconded by Cllr Mrs Anstee, all Members were in agreement. Chippings from these works for use as mulch for trees and the garden in front of The Old Pavilion was discussed and Assistant Clerk will make arrangements as applicable. Quotes in hand re survey for early Autumn 2019.

RESOLVED THAT: i) the information was noted
ii) EssexArb be appointed to carry out the works at a cost of
£1,950.00 ex VAT

73 Danbury Times

Cllr Mrs Chapman advised Members that the Spring edition which would carry the Annual Report and details of the Annual Parish Meeting, would be available on 14th March 2019 i.e. before Purdah

74 ECC Winter Salt Bag Scheme 2018/19 Season

It was noted that new salt team members had been recruited, paperwork duly completed by all members and salt delivered.

Members had been advised that due to an increase in the number of salt team members that a reduced amount of salt had been delivered to the existing and new members and that if there is inclement weather, requests may be received for additional salt supplies. Members had been reminded that ECC had supplied 1 tonne of salt free of charge (40 x 25kg bags) and advised costs of bags of salt (trade and retail). Members were all in agreement that additional supplies may be purchased if deemed necessary following consultation with, and approval of, the Chairman of Facilities Committee.

RESOLVED THAT: i) the information was noted
ii) additional supplies of salt may be purchased if deemed necessary following consultation with, and approval of, the Chairman of Facilities Committee.

75 Legionella – Bowling Club

It was noted that whilst the new system was in place, that due to staff absence that 'flush-throughs' would be undertaken by Bowling Club Members or DPC Staff.

76 Dog Bins - Ludgores Lane/Pump Lane

It was noted that the possibility of a dog bin in this area was not now to be investigated with CCC as there are now sufficient bins in the location.

77 Christmas Tree

It was noted that all went smoothly working with Bakers of Danbury, who purchased and transported the tree to site. The Danbury Society kindly donated £200 towards costs. Plans for an event for 2019 would be discussed in the near future.

78 Health & Safety Policy

Members had been supplied with a copy of the revised policy. Cllr Steele proposed that the revised policy be accepted and recommended to Parish Council for adoption; this was seconded by Cllr Telling, all Members were in agreement.

RESOLVED: that the revised policy be accepted and recommended to Parish Council for adoption

79 Matters to Report

There were no matters reported

80 Meetings in 2018

Wednesdays: 13th March, 22nd May, 17th July, 11th September, Thursday 7th November and Wednesday 13th November.

81 Exclusion of Press and Public

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it was in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw

There were no Members of the Public present

82 Structural Issues

Members noted contents of reports commissioned and current situation regarding next steps.

83 Working Systems Review

The Clerk gave a report to Members regarding the above, including the implication of works to be carried out and advised there would be associated costs.
RESOLVED: that the information was noted by Members.

There being no further business the meeting was closed at 9.20pm

Chairman

Signed Date