



FACILITIES COMMITTEE

Minutes of the meeting held on Wednesday 4th November, 2015 at 7.30pm in the Committee Room at The Old School House, Main Road, Danbury

Present: Cllr A Allen, Cllr S Berlyn, Cllr Mrs Chapman (ex officio),
Cllr G Gardiner, Cllr A Keeler, Cllr B Kennewell, Cllr Telling,
Cllr Wakefield, Cllr Wood.

In Attendance: Mrs M Saunders, Clerk

Cllr Berlyn had previously stated that he would be arriving late. Due to a previous meeting.

42 Apologies for absence

None were received.

43 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 were 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 and the precept for next year.

None were declared at this point.

44 Public Question Time (Limited to 15 minutes)

There was no members of the public present.

45 Minutes of the Facilities Committee held on 16th September, 2015

RESOLVED: that the minutes of the Meeting held on 16th September, 2015 be approved and duly signed as a correct record.

46 Strategic Business Plan

The Clerk circulated a list to be used in conjunction with this item which had some guiding figures for the meeting on the projected costs for projects.

A lengthy discussion was held regarding projects to be included in the Five Year Strategic Business Plan. It was decided that broad headings should be used within the plan. Several of the items were classified as on-going maintenance which could be completed through the Facilities Budget

Cllr Berlyn arrived at 8.15 p.m. during this discussion.

Members unanimously decided that the following were to be put into budget headings to be pursued as projects during the next five years and should be included in the Strategic Business Plan.

The development and enhancement of the Old Pavilion, the Danbury Sports and Social Centre, and Dawson Memorial Field, a contingency should be set aside if "The Old School House" was put up for sale.

Discussion also took place regarding a Neighbourhood Plan and this would be passed to the Planning Committee to pursue.

RESOLVED: that the following budget heads be put into the five year Strategic Business Plan.

- a) the Old Pavilion, the Danbury Sports and Social Centre, Dawson Memorial Field the Old School House and a Neighbourhood Plan
- b) that a recommendation be made to the Planning Committee to discuss requesting monies to be set aside for a Neighbourhood Plan for Danbury.

47 Fees to Charge for 2016 - 2017

Prices to Charge for 2016 – 2017

Cricket Match	£77.00 plus VAT per match
---------------	---------------------------

It was unanimously decided that the Cricket Charge would remain the same.

Heathcote School	£2200
------------------	-------

It was unanimously decided that the Heathcote School fee would increase by £50.00.

Tennis Club Rent	£5900
------------------	-------

Cllr Wakefield proposed that the figure for the Tennis Club should be raised to £5900 this was seconded by Cllr Telling 6 members voted for this increase and 2 were against. Therefore the proposal was carried.

Bowling Club Rent	£8949	already determined
DCA Rent	£12000	already determined

It was unanimously decided to keep the following football charges the same for the next season.

Football Match Senior	£39.25 (plus VAT)
Football Match under 16	£27.00 (plus VAT)
Football Match 9 a side	£20.50 (plus VAT)
Mini Soccer	£13.75 (plus VAT)
Late Cancellation Fee	£15.00

Cllr Berlyn proposed that the Danbury Mission fee be increased to £350.00 this was seconded by Cllr Mrs Chapman. 3 members voted for the increase and 2 against therefore the increase was approved as the Group used pitches, 2, 3 and 4.

Danbury Mission	£350.00
-----------------	---------

Cllr Gardiner proposed that there should be no change to the Allotment Rentals. This was seconded by Cllr Keeler. 5 were for the proposal and 1 against. Therefore the price remained the same. The water amount would depend on the usage of water from the previous year.

Allotments Rental from 1.4.2016 £17.00
The water amount would depend on the usage of water from previous year.

RESOLVED: that the above charges be implemented for the year 2016 – 2017.

48 Facilities Budget for 2016 – 2017(Please see attached document)

Members wished the £2000 that was put against projects to be put against the Old Pavilion budget where no money had been allocated. They wished that £1250 was put against the War Memorial budget so that it could be cleaned next year. That an additional £400 be put in the youth shelter budget making the budget head £500.00 so that it could be painted and if possible a litter bin placed by the youth shelter. The £5000 be put in the main DCA budget making a budget head of £10,000. Additionally to put £2000 in a new budget head for the path to the Bowling/Tennis Club as the path was again moving and would need attention next year. No money was allocated for ECC Community Projects. The Cricket budget had been allocated as if 2 teams were playing on the site this would be confirmed shortly. The Clerk double checked the budget request and £200 for the allotment budget had not been added in so therefore the budget was now £69,489.

Members unanimously agreed the proposal to put forward the sum of £69,489 to the Resources Committee as the Facilities Budget for 2016 – 2017.

RESOLVED: that the sum of £69,489 was to be put forward to the Resources Committee as the Facilities Budget for 2016 – 2017.

49 Matters to Report

Cllr Gardiner reported to the Committee that the Parish Council had been thanked by residents of the village for the re-installation of the bollards on the Main Road outside Old Rectory Farm.

The Clerk had reported at the beginning of the meeting that there had been a fire at Danbury Sports and social Centre in the ladies ground floor shower and that the matter was being dealt with through Insurers.

50 Meetings in 2015

Wednesdays 11th November, 9th December

There being no further business the meeting was closed at 9.12 pm.

Cllr A Allen
Chairman

Signed Date

Proposed Budget for Resources 18th November, 2015.

Facilities Committee	2013-2014	2014-2015	2015-2016	2016-2017
Allotments	200	200	200	200
Allotments Maintenance				200
Christmas				
Christmas Lights	100	100	100	100
Erection & Dismantling	800	800	800	800
Christmas Tree	200	200	200	200
Electrician	400	400	400	400
Electricity	50	120	120	120
Total	1550	1620	1620	1620
GMA & Store				
Trade Refuse	200	400	500	500
Electricity	500	500	500	500
Equipment Maintenance	200	200	200	200
Mileage	100	100	100	100
Mobile Phone	216	216	216	216
Training	1500	1000	1000	1000
Water and Sewage	300	600	600	600
Protective Clothing	250	300	300	300
Cover for Groundsman	2000	2000	2000	2000
Total	5266	5316	5416	5416
Supplies and Maintenance				
Abandoned Vehicles	100	100	100	100
Basketball Court	250	250	250	250
Bowling Green	7717	7717	7948	7948
Buildings	3000	3000	3000	4000
Cricket Wicket	4500	4500	4500	5600
Electricity Old Pavilion		200	DCA	DCA
Equipment Repairs	2000	2000	2000	2000
Fire Extinguishers	350	350	350	350
General Supplies	1500	1500	1500	1500
Greens	1600	1600	1740	1740
Grounds Maintenance	5000	5000	3000	3000
			Quote	

Hedges	500	750	750		
Lighting	300	500	500		
Leases	300	300	300		
Play Area	500	500	2000		
Play Equipment Repairs	1000	720	720		
Ponds	300	300	300		
Risk & Safety	600	DCA	DCA		
Rates Old Pavilion	745	745	745		
Rents	3000	3000 Mapping	3000		
Trees	500	500	1250		
War Memorial	200	200	500		
Youth Play	1000	1000	500		
Youth Shelter	34882	32903	500		
Notice Boards	33322	34882	200		
New Play Equipment	33322	34882	1000		
New Equipment	33322	32903	1000	32903	38053
Total	4000	4000	4000	4000	4000
Vehicles	1500	1500	1500	1500	1500
Vehicle Insurance & Service	2500	2500	2500		
Tractor Loan Repayment	4000	4000	4000		
Fuel	10000	5000	5000		
Total	10700	10000	10000	10000	10000
DCA Maintenance	10700	10000	10000		
DCA Hot Water Project	10700	10000	10000		
Total	500	500	500	500	500
Other	500	500	500	500	500
Equipment Maintenance	1000	1000	1000		
Bins & Seats	1000	1000	1000		
Sports Equipment	1000	1000	1000		
Total	1000	1000	1000	1000	1200

