

Danbury Parish Council
FACILITIES COMMITTEE

Minutes of the Meeting held remotely on Wednesday 11th November 2020 at 7.30pm

Present: Cllr G Chapman (Chairman), Cllr Mrs A Chapman (Ex Officio),
Cllr Mrs M Hessing (Vice Chairman), Cllr A Keeler and Cllr J Thombs

In Attendance: Mrs M Dyer (Assistant Clerk), Ms M Harper (Clerk)

20/21.48 Apologies for absence

Apologies were received and accepted from Cllr S Berlyn

20/21.49 Declarations of Interest

All Members are 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.

20/21.50 Public Question Time (Limited to 15 minutes)

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no Members of the Public present.

20/21.51 Minutes of Facilities Committee Meeting held on 3rd November 2020

RESOLVED: that the minutes of the Facilities Committee meeting held on 3rd November 2020 be approved and signed as a true record.

20/21.52 Actions Arising

The actions arising were noted.

20/21.53 Danbury Parish Council owned Premises

The report of the inspection carried out on 14th October 2020 was noted.

20/21.54 Robin's Nest

It was noted that ECC had undertaken the tree works relating to the cracks in the walls.

20/21.55 Sports Centre

20/21.55.1 DCA/DPC Liaison Group

It was noted that the Parish Council is in discussion with DCA regarding finances and usage of the Sports & Social Centre and that a full report will be presented to Parish Council in due course.

20/21.55.2 Closed

It was noted that the Sports Centre had closed per the second Government lockdown.

20/21.55.3 Snooker Hall

20/21.55.4 Black Wood Panel Gate at rear of building by exit from sports hall

Members considered quote to replace defective guttering on Snooker Hall and the cost of redecoration of the black wood panel gate. Cllr Mrs Hessing proposed that Chambers Buildings & Interiors Limited be appointed to carry out these works at a total cost of £120.00 ex VAT; this was seconded by Cllr Keeler; all Members were in agreement.

RESOLVED: that Chambers Buildings & Interiors Limited be appointed to replace the defective guttering on the Snooker Hall and to decorate the black wood panel gate at the rear of the sports hall at a total cost of £120.00 ex VAT.

20/21.55.5 Gym Fire Exit Stairway Roof

Members considered quotes to rectify leak. Cllr Mrs Chapman proposed that Mansard Roofing Limited be appointed to carry out these external works at a cost of £531.00 ex VAT as soon as possible; this was seconded by Cllr Mrs Hessing; all Members were in agreement. On completion of external works and the internal area has dried out, this internal area will be inspected to ascertain if the plaster board needs replacing plus decoration works, or if just decoration works will be required.

RESOLVED: that Mansard Roofing Limited be appointed to carry out these external works at a cost of £531.00 ex VAT.

20/21.56 The Old Pavilion

It was noted that the gate to the external storage area, fence panels and bollards had all been decorated.

20/21.57 Dawson Memorial Fields

20/21.57.1 Cricket Wicket

It was noted that post season works had been completed and flexible fencing installed.

It was noted that an end of season meeting had been held by ZOOM with the Wicket Keeper, the two local teams and the London team that plans to play their home games here next season and that a further meeting will be held in March 2021 to discuss the new season.

20/21.57.2 Bowling Club

It was noted that the rendered panels on clubhouse walls had been reaffixed.

It was noted that the barge boards above the entrance door to clubhouse had been renovated.

Members noted receipt of the Electrical Installation Conditions Report and that an order was placed for the C1 items that required urgent attention at a cost of £264.00 ex VAT.

Members were advised that the quotes received for the C2, C3 and F1 items were being reviewed and discussed in more detail with the contractors due to the subjective nature of the report and the cost implications. It was agreed that costs for C2, C3 and F1 items are reviewed at the January Facilities meeting, but, if there are C2 items that need to be carried out prior to that, Members would be

notified accordingly and approval sought.

Members were advised that the Bowling Club had raised concerns regarding recent security issues at the Club. It was noted that various options had been proposed to the Bowling Club and that if implemented any costs incurred would have to be met by the Bowling Club.

20/21.57.3 Memorial Seat

It was noted that the seat located on Dawson Memorial Field on the ridge overlooking the tennis club had been vandalised for a second time. Members had been advised of four options which will be considered as part of the Facilities Budget for the new financial year subject to approval by Resources Committee and ultimately Parish Council.

20/21.57.4 Drinking Water Fountain

Members considered a report regarding the installation of above on Dawson Memorial Field and were reminded that £2,000 of CIL Monies had already been allocated to this project. Cllr Mrs Hessing proposed that a floor mounted drinking fountain Model DF453 be purchased from Acorn Thorn at a cost of £605.00 ex VAT and installed outside the Sports Centre by Anglo Plumbing; this was seconded by Cllr Thombs; all Members were in agreement.

RESOLVED: that floor mounted drinking fountain Model DF453 be purchased from Acorn Thorn at a cost of £605.00 ex VAT and installed outside the Sports Centre by Anglo Plumbing

Members were advised that Installation costs, in the region of £200.00 were still to be confirmed, subject to clarification/utilisation of the Sport Centre waste system and that other costs to be taken into account would be cleaning and Legionella checks.

Members noted that a plaque will be installed to clarify that the drinking fountain is the responsibility of the Parish Council and not the Sports Centre.

20/21.58 Climate Change Actions

Members noted the opinion from Conservation Officer regarding solar panels on The Old Pavilion roof was that solar panels would not appropriate on this building as they would be too prominent on the front elevation and give a stark contrast to the timber shingles.

20/21.59 Winter Salt

It was noted that responses had been received from salt team members, paperwork was in hand and that salt requested would be delivered in November by a contractor; surplus stock would remain in the compound for team members to collect if further stock was required during the winter.

20/21.60 Danbury Times

Members were advised that a new printer was been trialled for the winter edition and that the printer would also undertake delivery of the magazine to all homes in Danbury.

20/21.61 Matters to Report

Members were reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.

There were no matters raised

20/21.62 Date of next meeting

Tuesday 19th January 2021 at 7.30pm by ZOOM to be confirmed

There being no further business the meeting was closed at 8.35pm

Chairman

Signed Date