

Danbury Parish Council
FACILITIES COMMITTEE

Minutes of the Meeting held remotely on Wednesday 15th July 2020 at 7.30pm

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

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

20/21.01 Election of Chair and Vice Chair

It was noted that under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the election of Chair and Vice Chair will be postponed until May 2021 in-line with the Parish Council

20/21.02 Apologies for absence

Apologies were received and accepted from Cllr Berlyn and Cllr Mrs Hessing

20/21.03 Declarations of Interest

Members were required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations of interest at this point.

20/21.04 Public Question Time

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.

20/21.05 To approve Minutes of the Facilities Committee meeting held 11th March 2020

RESOLVED: that the minutes of the Facilities Committee meeting held on 11th March 2020 be approved and signed as a true record.

20/21.06 Actions Arising

The actions arising were noted.

20/21.07 Danbury Parish Council owned Premises

The report of the inspections carried out on 11th May and 7th July 2020 were noted.

20/21.08 Sports Centre

20/21.08.1 DCA/DPC Liaison Group

It was noted that the date for the next meeting was still to be advised

20/21.08.2 Snooker Hall

It was noted that works to the roof had been completed

20/21.08.3 Manhole Covers

It was noted that the works had been completed

20/21.08.04 Rent for 3-month re-opening trial

Members considered the waiving of rent for the 3-month re-opening trial period. Cllr Mrs Chapman proposed that rent for the 3-month re-opening period be waived; Cllr Keeler seconded the proposal; all Members were in agreement.

RESOLVED: that rent for the 3-month re-opening period be waived

20/21.09 The Old Pavilion

20/21.09.1 External Storage Area

It was noted that a meeting was scheduled with the contractor for 16th July 2020 to review the proposed repair to the damaged gate of the external storage area.

20/21.09.2

It was noted that due to requirements of new wooden posts not only in the garden area of this building, that posts in the other areas of the village would also be considered as one project, so that more favourable costs could be obtained – see Minutes Nos.20/21.15 and 20/21.16

20/21.10 Dawson Memorial Fields

20/21.10.1 Cricket Wicket

It was noted that cricket practice had resumed and that games would also now be starting.

Members considered a request from a team based in East London to sign a 5-year contract from 2021 for use of the cricket wicket. Cllr Mrs Chapman proposed that a 5-year contract should not be signed; this was seconded by Cllr Keeler; all Members were in agreement.

RESOLVED: that a 5-year contract should not be signed

20/21.10.2 Playground

Members noted that four new cradle swings had been installed and that the playground had now reopened following the COVID-19 closure.

20/21.10.3 Play in the Park 2020

Members noted that the dates for the above had now been confirmed by CCC as below:

- Thursday 30 July 10am to 12noon: extra activity - Parkour
- Friday 7 August 10am to 12noon: extra activity – Skateboarding/scooters

20/21.10.4 Playground Inspection 2020

Members noted the receipt of the Playground Equipment Inspection report and the recommended actions. Members were advised that costs etc for the recommended works would be brought to the September Facilities meeting for consideration by Members.

20/21.10.5 Bench by Basketball Court

It was noted that the bench had been installed

20/21.10.6 Bowling Club

20/01.10.6.1 Green: It was noted that repair work to the bowling green was underway

20/21.10.6.2 Rent reduction: it was noted that a rent reduction of 3 months (April to June) had been approved.

20/21.10.7 Tennis Club

Rent reduction: it was noted that a rent reduction of 3 months (April to June) had been approved.

20/21.10.8 Removal of the Den

It was noted that the Den that had been created in the tree line at Pitch 3 was being removed at a cost of £390.00, due to the damage caused to the trees in the vicinity, the creation of an enclosed space and the evidence of fires being lit. This had been agreed by the Chairman of the Facilities Committee and the Clerk in accordance with Financial Regulations 4.1.

Members considered the installation of a conservation area sign in the location of the Den, but were all in agreement that it was not appropriate.

20/21.10.9 Football Pitch 3

It was noted that a decision was made not to undertake remedial works for season 2020/21 and that it would be reviewed for the 2021/22 season at the November 2020 Facilities Committee budget meeting.

20/21.11 Delegated Decisions

Members ratified the following decisions made under delegated authority:

- Removal of barbed wire at rear of The Old Pavilion
- Overseeding by benches in playground
- Installing new surface in front of Youth Shelter
- Reinstalling concrete bollard at side of sports centre

20/21.12 Parish Office

It was noted that the Parish Office was now manned during working hours, but was still closed to the Public.

20/21.13 Elm Green

Members had been supplied with costs to install posts near the notice board to deter parking and had been advised that these had not been budgeted for. Members considered these and were all in agreement that costs should be put forward for possible inclusion in next year's budget and that, in line with renewal of posts in other areas of the village (Minutes Nos.20/21.09.2 and 20/21.15 and 20/21.16 apply), all new posts installed in the village in the future should be of the same format.

20/21.14 Allotments

It was noted that all three schools in the village were offered a free plot at the site, all had thanked the Parish Council for their kind offer, but declined as they all have dedicated garden space/raised beds that the children tend; also, they would be unable to tend to the plots during the school holidays.

20/21.15 Eves Corner

It was noted that due to requirements of new wooden posts not only at this site, that posts in the other areas of the village would also be considered as one project, so that more favourable costs could be obtained – see Minutes Nos.20/21.09.2 and 20/21.16

20/21.16 Copt Hill

It was noted that due to requirements of new wooden posts not only in this area, that posts in the other areas in the village would also be considered as one project so that more favourable costs could be obtained – see Minutes Nos.20/21.09.2 and 20/21.15

20/21.17 Danbury Times

Members were advised that the summer edition would be printed on 17th July 2020 and that the new delivery company would commence delivering to homes w/c 20th July 2020. Cllr Mrs Chapman advised that all volunteer deliverers of previous editions would be advised of the new arrangement

20/21.18 Matters to Report

Members are 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 reported.

20/21.19 Date of next meeting

Wednesday 16 September 2020 to be held remotely by Zoom at 7.30pm

There being no further business the meeting was closed at 8.25pm

Chairman

Signed Date