

**Danbury Parish Council**  
**FACILITIES COMMITTEE**

**Minutes of the Meeting held remotely on Wednesday 16<sup>th</sup> September 2020 at 7.30pm**

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

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

**20/21.27 Apologies for absence**

Apologies were received and accepted from Cllr A Keeler.

**20/21.28 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. 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 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.

**20/21.29 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.

**20/21.30 To approve Minutes of the Extraordinary Facilities Committee meeting held on 1<sup>st</sup> September 2020**

RESOLVED: that the minutes of the Facilities Committee meeting held on 1<sup>st</sup> September 2020 be approved and signed as a true record.

**20/21.31 Actions Arising**

The actions arising were noted; Members requested that target dates be added to actions.

**20/21.32 Danbury Parish Council owned Premises**

The report of the inspection carried out on 27<sup>th</sup> August 2020 was noted.

**20/21.33 Sports Centre**

**20/21.33.1 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. These matters will be

then be discussed at the meeting with the DCA scheduled for 29<sup>th</sup> September 2020 and the full Parish Council meeting scheduled for 30<sup>th</sup> September 2020.

#### 20/21.33.2 Reopened

It was noted that the Sports Centre had reopened the gym and some classes, but with reduced opening hours.

#### 20/21.33.3 Works

It was noted that the following works had been completed:

- Loose cable at rear removed
- Path leading to main entrance; levelled and paving slabs re-laid
- White railings alongside path leading to main entrance redecorated
- Rear door to changing rooms repaired
- New flashing installed underneath window of wall at rear

#### 20/21.34 The Old Pavilion

##### 20/21.34.1 External Storage Area

It was noted that the gate to the external storage area had been repaired, but was still to be redecorated.

##### 20/21.34.2 Building Exterior

It was noted that decoration works had been completed.

#### 20/21.35 Dawson Memorial Fields

##### 20/21.35.1 Cricket Wicket

It was noted that cricket games had resumed in July and the season would end in September; post season works would then commence.

##### 20/21.35.2 Playground Inspection 2018

It was noted that the yellow gates to the playground and Dawson Memorial Field from the main road had been repainted.

##### 20/21.35.3 Play in the Park 2020

The report for the two sessions that had taken place on 30<sup>th</sup> July and 7<sup>th</sup> August 2020 was noted.

##### 20/21.35.4 Playground Inspection 2020

The report and proposed actions relating to the Independent Playground Inspection of May 2020 were noted.

It was noted that a site meeting had taken place with a Wicksteed Representative regarding one of the spinners on the climbing frame and flooring under this piece of equipment and that quotes were awaited.

##### 20/21.35.5 Bowling Club

It was noted that repair work to the bowling green had been completed.

It was noted that the wooden fence panel had been reattached.

Members considered the cost of works (£22,635 with a contribution of £5,000 from the Bowling Club) to bring the ditches around the bowling green back to Bowls England standard; Members had been reminded that providing a green to Bowls England standard is a condition (subject to reasonable time) in the lease between the Parish Council and the Bowling Club. Following lengthy discussion and taking into consideration the start date of the new Bowling season in 2021 and the land slippage works that will now need to be undertaken following the conclusion of the yearlong research and testing, Cllr Mrs Chapman proposed that a request be made to the Resources Committee for additional funding of £17,635 to carry

out ditch replacement works at the Bowling Club in this financial year; this was seconded by Cllr Mrs Hessing; four Members were in agreement with the proposal, one Member voted against. RESOLVED: that a request be made to the Resources Committee for additional funding of £17,635 to carry out ditch replacement works at the Bowling Club in this financial year.

Members were advised that in view of this high value work being presented to the Council with such short notice for completion, the Bowling Club has been requested to prepare a 5-year plan for items that may be needed in the future, so that these can be forward planned and budgeted for, or an earmarked reserve fund can be started.

**20/21.35.6 Tennis Club**

It was noted that the Treasurer of the Tennis Club had sent grateful thanks to the Parish Council for the rent reduction.

**20/21.35.7 Football**

It was noted that the football season would commence on 12<sup>th</sup> September using only pitches 1 and 2.

**20/21.35.8 Bollard Lights**

It was noted that renovation works had been completed.

**20/21.35.9 Memorial Seat**

It was noted that works to this seat (on way to the Beacon) had been completed, but it had been vandalised again; quotes are awaited to repair and move this seat to edge of cricket outfield and to purchase and install a PVC style seat in its original location as it is felt that a seat is required in this area.

**21/21.35.10 Seats/benches**

It was noted that all these will need to be renovated (on Dawson Memorial Field and on other PC land), costs will be obtained and presented for consideration at the November Facilities Committee budget meeting for inclusion in the 2021/22 precept.

**20/21.36 Allotments**

It was noted that all the plots are currently rented.

**20/21.37 Winter Salt**

It was noted that ECC was able to secure salt and one tonne had been delivered; salt team members will now be contacted re paperwork and salt requirements.

**20/21.38 Danbury Times**

Members were advised that quotes are awaited from a new company to print and deliver the next issue (end November/beginning December). Topics for inclusion to be advised to Cllr Mrs Chapman in October. All Members were requested to review the current issue (Summer) in respect of repeating any articles in the forthcoming winter issue due to non-delivery of the summer issue in some parts of the village.

**20/21.39 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.

Members were advised that the DCA is proposing to hold an outdoor Farmers Market on Saturday 3<sup>rd</sup> October 2020, subject to COVID-19 regulations. There were no objections to this by Members.

**20/21.40 Dates of next meetings**

Tuesday 3<sup>rd</sup> November (Budget) and Wednesday 11<sup>th</sup> November 2020 both to be held remotely by Zoom at 7.30pm.

There being no further business the meeting was closed at 8.55pm

Chairman

Signed ..... Date .....