

Danbury Parish Council
FACILITIES COMMITTEE

Minutes of the Meeting held remotely on Tuesday 19th January 2021 at 7.30pm

Present: Cllr S Berlyn (Ex Officio), 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)
Two Members of the Public

20/21.63 Apologies for absence

There were no apologies for absence

20/21.64 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.

20/21.65 Public Question Time (Limited to 15 minutes)

Members of the public were 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.

The Members of the Public present did not wish to raise any matters.

20/21.66 Minutes of Facilities Committee Meeting held on 11th November 2020

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

20/21.67 Actions Arising

The actions arising were noted.

20/21.68 Danbury Parish Council owned Premises

The report of the inspection carried out on 8th January 2021 was noted.

20/21.69 Sports Centre

20/21.69.1 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.

20/21.69.2 Closed

It was noted that the Sports Centre is currently closed per the third Government lockdown

20/21.69.3 Concrete Bollard & Metal Post by Staff Parking Area

It was noted that the concrete bollard had now been reinstalled

Members considered whether a concrete post is required to replace the metal post. Following discussion Cllr Berlyn proposed that a concrete post be installed, providing the cost falls within the amount the Clerk has authority to sanction; this was seconded by Cllr Mrs Hessing, all Members were in agreement.

RESOLVED: that a concrete post should be installed, providing the cost falls within the amount the Clerk has authority to sanction.

20/21.69.4 Snooker Hall Guttering

It was noted that the faulty section had been replaced.

20/21.69.5 Main Building Guttering

It was noted that the these had all been cleared.

20/21.70 Dawson Memorial Fields

20/21.70.1 Bowling Club

It was noted that C1, C2 and C3 items from Electrical Installation's Condition Report had all been rectified. Members were advised that the Electrician had reported that in the course of undertaking the C2 and C3 works with the power was turned off, it was discovered that the emergency lighting was not working; a quote for £185.00 ex VAT had been received and an order would be placed. Noted by Members. It was noted that the rip in the jacket on the external water tank had been repaired.

20/21.70.2 Memorial Seat

Members considered the various options and costs presented in regards to further vandalism to the seat on Dawson Memorial Field on the pathway to the Church. Following discussion Cllr Mrs Chapman proposed that further renovation works are undertaken at a cost of £150 ex VAT and that the plaque is left in situ; this was seconded by Cllr Mrs Hessing. Four Members were in agreement, one Member was opposed to the proposal and one Member abstained.

RESOLVED: that the memorial seat be renovated at cost of £150 ex VAT and the plaque is left in situ.

20/21.70.3 Football Pitch 3

Members considered costs to renovate this pitch in preparation for the 2021/22 season, funded through CIL monies. Members had been advised that these works should be carried out this spring. Members discussed the drainage issue at the top of this pitch and it was agreed this should be investigated further. Following discussion of the proposed works and costs, Cllr Chapman proposed that JCM Services be appointed to undertake the renovation works at a cost of £4,662.00 ex VAT; this was seconded by Cllr Mrs Chapman, four Members were in agreement, two Members abstained.

RESOLVED: that JCM Services be appointed to undertake the renovation works at a cost of £4,662.00 ex VAT.

20/21.70.4 Play in the Park Summer 2021

It was noted that three full days with 3 x half days of activities (assault course inflatable, Parkour and Skateboarding/scooter lessons) as agreed by Members would be booked with CCC. Dates/activities to be confirmed by Chelmsford City Council for sessions during school summer holidays.

20/21.70.5 Independent Play Inspection 2019

It was noted that the alternative surface had been installed in front of the Youth Shelter.

20/21.70.6 The Old Pavilion

It was noted that the barbed wire had been removed

20/21.70.7 Sign by Basketball Court

It was noted that the outdated sections (referring to the location of the telephone box that had been removed near the pedestrian crossing by the main road car park entrance) had been covered up.

20/21.71 Elm Green

Members considered costs to install additional posts at the top area identified near the Parish Council notice board, funded through CIL monies. Following discussion Cllr Thombs proposed that Danbury Fencing be appointed to install 10 x soft wood posts at a cost of £589.52 ex VAT; this was seconded by Cllr Keeler, five Members were in approval, one Member abstained.

RESOLVED: that Danbury Fencing be appointed to install 10 x soft wood posts at a cost of £589.52 ex VAT.

20/21.72 Winter Salt

It was noted that the salt had been delivered as required and the surplus is being stored in the compound for team members to collect if further stock is required during the winter; majority of paperwork now received back.

20/21.73 Danbury Times

Cllr Mrs Chapman reported that there had only been one delivery problem with the last issue. It was noted that the next issue would include reports from all the committees, details of the Summer Play in the Park sessions, the installation of a water fountain and updates re the slippage issue and the new woodland.

20/21.74 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.

Cllr Thombs advised that the dip under the yellow gate from the Main Road into Dawson Memorial Field appears to have 'deepened'. Assistant Clerk will inspect when next on site.

20/21.75 Dates of Facilities Committee Meetings in 2021

Wednesdays 17th March, 12th May, 14th July, 15th September; Tuesday 2nd November (Budget) and Wednesday 10th November.

There being no further business the meeting was closed at 8.45pm

Chairman

Signed Date