



FACILITIES COMMITTEE

Minutes of the meeting held on Wednesday 14th September 2011 at 8pm in the Committee Room at The Old School House, Main Road, Danbury

Present: Councillors A, Allen, S. Berlyn (ex officio), Mrs A. Chapman, H. Clacy, Mrs S-J. Court, B. Kennewell, A. Pemberton (Chairman), B. Scaife, M. Wood (ex officio)

In Attendance: Mrs M. Dyer, Assistant Clerk, Facilities

52 Apologies for absence

Apologies were received and accepted from Cllr Telling

53 Declarations of Interest

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

None were declared.

54 Public Question Time (Limited to 15 minutes)

No Members of the Public were present

55 Minutes of the Facilities Committee held on 13th July 2011.

RESOLVED: that the minutes of the Meeting held on 13th July 2011 be approved and duly signed as a correct record

56 Danbury Parish Council owned Premises

Members had been supplied with a copy of the updated premises (external) inspection report carried out on 31st August 2011 and advised that the Groundsman continued to inspect the site. Members discussed and then agreed that these inspections/reports should in future be carried out/supplied to Council on a quarterly basis.

RESOLVED that i) the information was noted by Members
ii) inspections/reports be carried out/supplied quarterly.

56.1 Robins Nest

Nothing to report

56.2 Tennis Club

Cllr Pemberton updated Members advising that the lease had been signed and that the Landlord & Tenant form is to be signed by the Tennis Club

RESOLVED: that the information was noted by Members.

56.3 Bowling Club

56.3.1 The Green

Members had been supplied with notes from meeting held on 11th August 2011, these were briefly discussed.

RESOLVED: that the information was noted by Members.

56.3.2 Bowling Green Side Wall

Members had been supplied with details of a request from Club relating to the side wall. Members were advised that the Clerk had discussed the request with the Consultant who had advised that a meeting to uphold the survey could be arranged but only with all parties present. The attendance fee had been quoted at £500 plus VAT. The Consultant had given the Parish Council permission to now pass a copy of the Survey Report to The Bowling Club. Members briefly discussed and requested that the Clerk supply a copy of the Survey Report to The Bowling Club and notify the Club accordingly re the meeting and the attendance fee which would have to be covered by The Bowling Club.

RESOLVED that: i) a copy of the Survey Report be supplied to The Bowling Club
ii) The Bowling Club be advised that a meeting with the Consultant could be arranged at which the Consultant would uphold the Survey, the fee for this meeting would be £500 plus VAT and would require all parties to be present

56.3.3 Deliveries to the Club/Height Barrier

Members had been supplied with details of a request from the Club for a height barrier key. Members all agreed that this was not appropriate and that the arrangement agreed in April 2011 should stand i.e. that the Bowling Club make arrangements in advance with Groundsman regarding deliveries.

RESOLVED: that The Bowling Club be advised that a key cannot be supplied to the Bowling Club and that deliveries requiring the height barrier to be raised should be arranged through Groundsman in advance.

56.4 Cricket Club

Members had been advised that the Cricket season had finished on 3rd September 2011 and that the Danbury team had won their league.

RESOLVED: that the information was noted by Members.

56.5 Royal British Legion

Members had been advised that the interior was being repainted by the reparation team and that the subject of a new tenant would be an agenda item for the Parish Council meeting.

RESOLVED: that the information was noted by Members.

57.6 Sports Centre

57.6.1 Surveys

Members had been supplied with an update of survey work and advised that the majority of the plumbing jobs had been completed and that quotes for the electrical works were awaited.

RESOLVED: that the information was noted by Members.

57.6.2 Leak under stairs (part of item 26 on survey)

Members had been advised that quotes were awaited for removing lobby, installing appropriate security and 'weather' cover as necessary, plus totalling rebuilding this area.

RESOLVED: that the information was noted by Members.

57.6.3 Windows and Doors

Members had been advised that the annual maintenance check had been carried out in August.

RESOLVED: that the information was noted by Members.

57.6.4 Heating

Members were advised that the annual servicing had been carried out in August, but that DCA were still to supply paperwork.

RESOLVED: that the information was noted by Members.

57.6.5 Condensation in Sports Hall (item 49 on survey)

Members had been advised that a second contractor had visited the site to provide a quote, but that whilst the contractor had been chased several times the quote had not been forthcoming. As this work is time sensitive Cllr Berlyn proposed that the first contractor to quote, namely Maldon Building Service, be appointed to install air bricks in the sports hall for the sum of £1,456 ex VAT. Cllr Wood seconded the proposal, all Members were in agreement.

RESOLVED: that Maldon Building Services be appointed to install air bricks in the sports hall for the sum of £1,456 ex VAT.

57.6.6 Firewalk

Members had been advised that the DCA had requested permission to hold a Charity Firewalking Event on the basketball court. Following discussion Cllr Mrs Court proposed that the DCA be granted permission to hold a charity firewalking event on the basketball court, this proposal was seconded by Cllr Berlyn: six Councillors voted for the proposal and three abstained from the vote. DCA to be advised accordingly and requested to be mindful of the rules regarding advertising within the village and mindful of neighbours in regards to the noise level on the evening of the event.

RESOLVED THAT

- i) DCA be granted permission to hold a charity firewalking event on the basketball court
- ii) DCA be requested to be mindful in regards to local advertising rules and noise levels and neighbouring properties.

57.7. Dawson Memorial Fields

57.7.1 Pitch renovation for 2011

Members had been advised that due to weather conditions full pitch renovations had not been possible, but that the Groundsman had carried out such work to goal mouth as the weather/ground conditions had permitted; Danbury Mission Children's Football sessions had started on 3rd September and would continue to May 2012 and the first football game of season had been played on the same day. Members had been advised that Pitch 2 (behind Sports Centre) had now been marked out for 9 a side games. Members were advised that the Groundsman had advised that some new goal posts are required and that quotes are to be obtained.

RESOLVED that:

- i) the information was noted by Members.
- ii) prices for goal posts be obtained.

57.7.2 Inflatable days

Members had been advised that these had operated on four Tuesdays from 26th July, but that the last proposed event on 23rd August 2011 had been cancelled due to operational reasons. Attendance figures requested.

RESOLVED: that the information was noted by Members

57.7.3 Essex Playing Fields Association

Members were reminded that the entry form for Best Kept Playing Fields Competition 2011 had been submitted and that the results would be announced at the EPFA AGM in October 2011.

RESOLVED: that the information was noted by Members.

57.7.4 Private Party

Members considered a request from a Danbury resident to use the playing field (either in front of DCA or at rear) for a party, but all Members agreed that for various reasons it would only be appropriate and practical for the event to be held inside the Sports & Social Centre.

RESOLVED: that the Resident be advised that it would not be appropriate or practical for the party to be held on the playing field

57.8 Parish Council Land

57.8.1 Eves Corner: Pond Clearance

Members had been advised that a meeting had been arranged with the BTCV for 21st September 2011 to assess level of work required in the autumn and that at present one day had been booked, namely Friday 14th October 2011 for any works to be carried out.

RESOLVED: that the information was noted by Members.

57.8.2 Runsell Green: Pond Clearance

Members were advised that this pond would be assessed in September 2011 to ascertain if works would be required in the autumn, either on same day as Eves Corner or on another day.

RESOLVED: that the information was noted by Members.

57.8.3 Allotments

Members received a report from the Assistant Clerk and were also advised that a complaint received had been addressed.

RESOLVED: that the information was noted by Members.

57.9 Play Areas

57.9.1 Climbing Frame with ladder

Members had been advised that the condition of this piece of equipment continued to be monitored; short list of suitable items and costs had already been supplied to Members but a decision had not been made re replacement item. Members had been reminded that an agreement to zone the play area for older and younger children as funds allow had been made at last meeting. No further discussion regarding replacement equipment took place as Members were conscious that works were required following the Annual Safety Inspection (see minute No.57.9.3 below)

RESOLVED: that the information was noted by Members.

57.9.2 Play in the Park

Members had been advised that the summer sessions had taken place on 3rd August and 10th August 2011 (with Reptiles at second session). A Report from CBC had been supplied to Members, which showed that attendance figures in 2011 were double those for the 2010 summer events.

RESOLVED: that the information was noted by Members.

57.9.3 Annual Safety Inspection

Members had been supplied with a copy of the Report. Following discussion Cllr Clacy proposed that the see saw be removed completely, employing the cheapest method, and that all the other works recommended in the report be carried out accordingly. Cllr Wood seconded the proposal. Eight members supported the proposal and one Councillor voted against the proposal.

RESOLVED: that the see saw be removed completely from the playground and that all other works from the report be carried out.

58 Trees

58.1 Overhanging Oak and Ash Trees in Cherry Garden Lane

Members had been advised that the Groundsman continued to carry out these works and that the Groundsman had cut the branches overhanging a resident's shed.

RESOLVED: that the information was noted by Members.

58.2 Annual Tree Survey

Members had been advised that the remaining medium/low priority works from 2010 survey would be carried out week commencing 12th September 2011, except work to the tree at Runsell Green where a revised quote was awaited.

RESOLVED: that the information was noted by Members.

A Member advised that there is a Moth that is reputedly killing Horse Chestnut Trees

RESOLVED: that Assistant Clerk discuss with the DPC Tree Consultant, DF Clark

58.3 Trees at Eves Corner

Members had been supplied with copy e-mail from resident.

RESOLVED: that the Clerk reinforce the information given to the resident by the Chairman of the Council in respect of the NT.

58.4 Tree Planting Grant

Members considered the offer and requested that the Assistant Clerk contact the Tree Warden for Danbury for recommendations for possible sites, which should then be considered at the Environment Committee meeting scheduled for 2nd November 2011 in order to comply with the close date for requests of 14th November 2011.

RESOLVED: that the Tree Warden be requested to consider/recommend possible sites.

59 Danbury Times

Cllr Mrs Chapman gave a brief report and advised that Cllr Berlyn would be supplying a report about the car park opening, but that in this forthcoming issue there would not be a report from all committees.

RESOLVED: that the information was noted by Members.

60 Drainage/Car Parking

Members had been advised that the hard standing near Sports & Social Centre for refuse and recycling bins had now been installed; RM Contracts had returned to

complete additional works on the steps to the Bowling Club to raise the paving slabs and fill in with concrete to make a slope back to the car park to direct the water down the drain in the car park; Dropped kerb in upper car park near disabled bay had now been completed. Members were advised that at the recent snagging meeting that the lighting bollards and the car park surface had been discussed.

RESOLVED: that the information was noted by Members.

61 Memorial Bench

Members were advised that costs and details had been supplied to the enquirer.

RESOLVED: that the information was noted by Members.

62 ECC Winter Salt Bag Scheme

Members had been supplied with details of this and advised that a response would be required by 14th October 2011. Following discussion it was agreed that a small working party would discuss the feasibility of participating. Working party to consist of Cllrs Mrs Chapman, Pemberton, Clacy and Allen plus the Clerk and Groundsman.

RESOLVED: that a working party consider the feasibility of participating in the scheme.

63 Land at top of Copt Hill/Gay Bowers Lane

Members had been supplied with copy letter and advised that the Clerk had requested a plan of VG106 from ECC

RESOLVED: that the information was noted by Members.

64 Matters to Report

Cllr Mrs Court reported that two panels had been removed from the new bus shelter and were lying on the grass bank.

RESOLVED: that Clerk report the matter to ECC

65 Dates of Meetings in 2011

Wednesdays 9th November (budget), 16th November and Tuesday 6th December.

66 Exclusion of Press and Public

In accordance with S.1 of the Public Bodies (Admissions to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw.

There were no Members of the Public present,

67 DCA

Members had been supplied with notes from the DCA/Parish Liaison Group meeting which had taken place on Thursday 8th September 2011. At this meeting the DCA had advised that they would like to run a Boot Camp and requested permission to use Dawson Memorial Field. Following discussion, it was agreed that the field may be used for this activity, discussion then turned to if a charge should be imposed for usage. It was proposed by Cllr Allen that the DCA be permitted to use Dawson Memorial Field for a Boot Camp at a fee of £10 per session this was seconded by Cllr Scaife. Cllr Wood requested that this be a recorded vote. Cllrs Allen, Scaife, Wood, Mrs Chapman, Berlyn, Kennewell and Clacy voted for the proposal;

Cllr Mrs Court voted against the proposal and Cllr Pemberton abstained from the vote.

- RESOLVED that:
- i) the information was noted by Members.
 - ii) DCA be permitted to run Boot Camp sessions on Dawson Memorial Field at a fee of £10 ex VAT per session.

There being no further business the meeting was closed at 9.50pm

Cllr A. Pemberton
Chairman

Signed Date