



FACILITIES COMMITTEE

Minutes of the meeting held on Tuesday 6th December 2011 at 8pm in the Committee Room at The Old School House, Main Road, Danbury

Present: Councillors Mrs S-J. Court, B. Kennewell,
A. Pemberton (Chairman), B. Scaife,
M. Telling, M. Wood (ex officio)

In Attendance: Mrs M Dyer, Assistant Clerk, Facilities

91 Apologies for absence

Apologies were received and accepted from Cllrs Berlyn and Allen.

92 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.

93 Public Question Time (Limited to 15 minutes)

No Members of the Public were present

94 Minutes of the Facilities Committee held on 16th November 2011.

RESOLVED: that the minutes of the Meeting held on 16th November 2011 be approved and duly signed as a correct record

95 Danbury Parish Council Owned Premises

Members had been supplied with a copy of the quarterly exterior inspection report herewith and advised that the Groundsman continued to inspect the site.

RESOLVED: that the information was noted by Members.

95.1 Robins Nest

Nothing to report

95.2 Tennis Club

Nothing to report

95.3 Bowling Club

95.3.1 The Green/Barrier Keys

Members had been supplied with notes from meeting held with Bowling Club on 22nd November 2011. Cllr Pemberton expanded on the discussions relating to the Bowling Club obtaining quotes from 3 Green experts, reduction in the scarification programme by the Contractor and the possible change to the lease when the current

lease expires in 2014. Members were advised that the Rink is at County Standard. Cllr Wood proposed that a refund be requested for the non scarification of the Bowling Green. This proposal was seconded by Cllr Scaife. All Members agreed. RESOLVED: that a refund be requested from the contractor in regards to the reduction in the scarification programme during the season.

95.4 Cricket Club

At the meeting Members were supplied with copies of the notes from the meeting which had taken place with Danbury CC on Wednesday 30th November 2011. Cllr Pemberton expanded on the details of the meeting and also summarised the contents of the e-mail received from Little Baddow Cricket Club relating to the 2011 wicket. Members were advised that Danbury CC would be consulting experts and reporting back to the Clerk before the scheduled January Facilities Committee meeting. It was agreed that the Assistant Clerk could investigate extended use of the wicket for the 2012 season via schools, EPFA and youth cricket courses. RESOLVED that: i) the information was noted by Members.
ii) extended use of the cricket wicket by youth groups be investigated.

95.5 Royal British Legion

Members briefly discussed and agreed that in regards to the building previously used by the RBL that the following should be put to Parish Council: "How does PC plan to take usage of this building forward?"

However, after this Facilities Meeting the Minutes of the Parish Council Meeting held on 30th November 2011 were issued and the following had been resolved (Parish Council Minute No.136 applies): ".....*that the question of the future use of the building be referred back to the Facilities Committee.*"

95.6 Sports Centre

95.6.1 Surveys

Members had been supplied with an update of survey work completed to date. RESOLVED: that the information was noted by Members.

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

Members had been supplied with a copy of the response re Fire Safety aspects in relation to moving the fire exit staircase and at the meeting were advised of the cost to convert current fire exit door to a window. Cllr Telling proposed that the current fire exit door which will be redundant when the fire exit is moved be removed and a window/wall area be installed at a cost of £1,248. Cllr Wood seconded the proposal. All Members agreed.

RESOLVED: that the current fire exit door be removed and replaced with a window/wall area at a cost of £1,248 ex VAT and Maldon Building Services be duly appointed to carry out the work.

95.6.3 Heating

Members had been advised that the paperwork had been requested directly from SEC, but had not yet been received. RESOLVED: that the information was noted by Members.

95.6.4 Condensation in Sports Hall (item 49 on survey)

Members had been advised that the situation continued to be monitored and that Assistant Clerk would investigate the notice on the sports hall door

RESOLVED: that the information was noted by Members.

95.7. Dawson Memorial Fields

95.7.1 Goal Posts

Members had been advised that this was work in progress - obtaining quotes, but that the Groundsman may be able to refurbish if they can be removed from the ground.

RESOLVED: that the information was noted by Members.

95.8 Parish Council Land

95.8.1 Eves Corner: Pond Clearance

Members had been advised that provisional dates are to be arranged for 2012 inspection and clearance days

RESOLVED: that the information was noted by Members.

95.8.3 Runsell Green: Pond Clearance

Members had been advised that provisional dates are to be arranged for 2012 inspection and clearance days

RESOLVED: that the information was noted by Members.

95.8.4 Allotments

Assistant Clerk gave a brief report to Members at the meeting.

RESOLVED: that the information was noted by Members.

95.9 Play Areas

95.9.1 Climbing Frame with ladder

Members had been advised that the condition continued to be monitored and that paperwork had been submitted for second stage for Big Society Fund grant and that the decision would be made in February 2012.

RESOLVED: that the information was noted by Members.

95.9.2 Annual Safety Inspection

Members had been advised that this was work in progress re removal of see saw and other works recommended to be carried out.

RESOLVED: that the information was noted by Members.

96 Trees

96.1 Overhanging Oak and Ash Trees in Cherry Garden Lane

Members had been advised that the Groundsman continued to carry out these works.

RESOLVED: that the information was noted by Members.

96.2 Annual Tree Survey

Members were advised that the order would be raised for works arising from 2011 survey.

RESOLVED: that the information was noted by Members.

97 Danbury Times

Cllr Wood advised Members of comments made re the Winter 2011 edition passed to him when on duty at the December Councillor Surgery.

RESOLVED: that the information was noted by Members.

98 Drainage/Car Parking

Members had been advised that this project had now been completed, but that the bollards and the car park surface were being monitored. Members were advised at the meeting that the Clerk had written to the Contractor regarding the bollards being 'fit for purpose' in view of the recent theft of 4 bollards.

RESOLVED: that the information was noted by Members.

99 Memorial Bench

Members had been advised that this was progressing and that when received the Groundsman would install.

RESOLVED: that the information was noted by Members.

100 ECC Winter Salt Bag Scheme

Members had been reminded that DPC is participating and that the salt had been delivered. At the meeting Cllr Pemberton advised that he had prepared a list of key problem areas and had recruited and briefed volunteers for these key areas and also key shopping areas (except Co-op who has its own system, and Library – still to be contacted) and was arranging for completion of risk assessments etc.

RESOLVED: that the information was noted by Members.

101 Matters to Report

Cllr Scaife thanked Cllr Mrs Chapman for all her work on the Facilities Committee

102 Dates of Meetings in 2012

Wednesdays 18th January, 14th March, 9th May, 13th June, 11th July, 12th September, Tuesday 6th November (Budget), Wednesday 14th November .

103 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.

104 DCA

Nothing to report.

There being no further business the meeting was closed at 9.02pm

Cllr A. Pemberton
Chairman

Signed Date