



FACILITIES COMMITTEE

Minutes of the meeting held on Wednesday 11th July 2012 at 8pm in the Committee Room at The Old School House, Main Road, Danbury

Present: A. Allen, Mrs Court (Vice Chairman) B. Kennewell, B Scaife, M. Telling, M. Wood (ex officio)

In Attendance: Mrs M Dyer, Assistant Clerk, Facilities

The meeting was chaired by Vice Chairman, Cllr Mrs Court, due to the absence of the Chairman of the Facilities Committee, Cllr Pemberton.

34 Apologies for absence

Apologies were received and accepted from Cllr Pemberton (Chairman) and Cllr Berlyn.

35 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 at this point, however when the agenda item relating to the leak under the stairs at the Sports & Social Centre was reached Cllr Telling declared an interest as Maldon Building Services are currently undertaking some works at his home (see minute 38.6.2)

36 Public Question Time (Limited to 15 minutes)

There were no Members of the Public present

37 Minutes of the Facilities Committee held on 13th June 2012

RESOLVED: that the minutes of the Meeting held on 13th June 2012 be approved and duly signed as a correct record

38 Danbury Parish Council owned Premises

Members had been advised that the next quarterly exterior inspection would be undertaken in August 2012 and that the Groundsman continued to inspect the site.
RESOLVED: that the information was noted by Members.

38.1 Robins Nest

Nothing to report

38.2 Tennis Club

38.2.1 Extension to Lease

Members were reminded that the Clerk had requested from ECC what term of lease they would accept. Awaiting response.

RESOLVED: that the information was noted by Members.

38.2.2 Signage

Members were reminded that the Tennis Club had been advised that approval for their new club sign would have to go to CCC for approval as the building is in the Conservation Area and advised that there was nothing further to report at this point.

RESOLVED: that the information was noted by Members.

38.3 Bowling Club

38.3.1 The Green – South East Section

Members had been advised that an order has been placed with CCC to carry out the works and that CCC had confirmed that they would be bringing in a laser level for these works; Bowling Club had been advised of the Facilities Committee's decision to accept the Bowling Club's contribution of 50% towards these works.

RESOLVED: that the information was noted by Members.

38.4 Cricket Club

Nothing to report

38.5 Building formerly used by Royal British Legion

Members had been supplied with notes from the meeting held on 13th June 2012 with representatives from the Guide Group and advised that the Guide Group had made a further site visit on 4th July 2012. Members requested Assistant Clerk ascertain whether this building may be extended out into the alley way within the Deed of Covenant on Dawson Memorial Field.

RESOLVED that: i) the information was noted by Members.

ii) the terms of the Deed of Covenant be reviewed in terms of possibly extending this building

38.6 Sports Centre

38.6.1 Surveys

Members had been advised that the additional plumbing works (mainly to disabled toilets) were in progress, that refurbishment of showers had been completed, that an amended order had been placed for channel works at front of building and that these works would commence on Monday 23rd July 2012. There was some discussion regarding the installation a water softener unit in this building – Assistant Clerk to carry out further research.

RESOLVED that i) the information was noted by Members.

ii) a water softening unit for this building be researched further

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

Members had been advised that planning permission had been granted by Chelmsford CC and that works would commence in 2-3 weeks. Members had been supplied with a quote from Maldon Building Services to replace the fibreboard panel. At this point Cllr Telling declared an interest in this item as Maldon Building Services are currently undertaking works at his home. Cllr Telling then took no part in the discussions. Members considered the quote which contained two options for the replacement panel. Cllr Kennewell proposed the second option to replace the existing panel with boarding to match the panel alongside at a cost of £296.20 ex

VAT. Cllr Wood seconded the proposal. Cllr Telling abstained from the vote, but all other Members supported the proposal.

RESOLVED: that Maldon Building Services be appointed to remove the existing panel and replace with matching boarding at a cost of £296.20 ex VAT.

38.6.3 Electrical Works

Members had been advised that the order for the works had been placed, awaiting date for works to commence.

RESOLVED: that the information was noted by Members.

38.7. Dawson Memorial Fields.

38.7.1 Olympic Games Event/Danbury Fun Day Saturday 7th July 2102

Members who had attended the event advised that it had been a good day, very well attended and that there had been no problems with the music.

RESOLVED: that the information was noted by Members.

38.7.2 Play in the Park Easter and Summer 2012

Members were reminded that Summer sessions had been booked and confirmed as follows: 1st August 10am to 12 noon 0-11 years, Wednesday 8th August 1.30 to 3.30pm 0-11 years plus extra activity of cycling and Wednesday 16th August 1.30 to 3.30pm 12-16 years plus extra activity of Parkour/Free Running with Team Kinetix. Free to children/teenagers, total cost to Parish Council is £415.

RESOLVED: that the information was noted by Members.

38.7.3 Best Kept Playing Field Competition

Members had been reminded that the Parish Council's entry had been submitted.

RESOLVED: that the information was noted by Members.

38.7.4 Pitch Renovation

Members had been advised that soil and seed to refurbish goal mouths had been installed, had taken well and Groundsman had since cut the areas twice. Order had been placed with CCC to apply fertiliser, exact date for work to take place still to be advised, but that it would be during July 2012.

RESOLVED: that the information was noted by Members.

38.7.5 Ramp at rear of Sports Centre

Members had been advised that the Order had been placed with the Architect.

RESOLVED: that the information was noted by Members.

38.7.6 Lighting of Beacon for Jubilee

Members had been advised that a letter of thanks had been sent to Cllr Mrs Chapman.

RESOLVED: that the information was noted by Members.

38.7.7 Music

This item had been deferred from the last meeting. At the meeting Members were given a copy of the e-mail from the Environmental Protection Team Leader at Chelmsford City Council in response to music being allowed as part of an event on Dawson Memorial Field. Cllr Allen spoke about his personal experiences with the Environmental Health Department at CCC in relation to noise levels. All Members were in agreement that the response from CCC was not very clear in terms of there being specific guidelines and therefore very subjective. Members discussed and then Cllr Telling proposed that matters be left as they are at present until a complaint

is received. Cllr Wood seconded the proposal. One Cllr voted against the proposal, but all other Members supported the proposal.

RESOLVED: that matters be left as they are at present until a complaint is received.

38.8 Parish Council Land

38.8.1 Eves Corner: Pond Clearance

Members had been advised that the inspection with TCV (new name for BTCV) had taken place on Wednesday 4th July 2012 to decide amount and level of work required. It had been agreed to book one day, namely Friday 27th July 2012, using Trust Volunteers (volunteers from the PC and Village would also be invited to join the Trust Volunteers) to clear surface pond weeds (sample had been taken away for identification) and some work on reeds if nesting Moorhens have vacated. Members had been supplied with a copy of the TCV promotional leaflet featuring Danbury Ponds as a case study.

RESOLVED: that the information was noted by Members.

38.8.2 Runsell Green: Pond Clearance

Members had been advised the inspection with TCV (new name for BTCV) had taken place on Wednesday 4th July 2012 to decide amount and level of work required and that it had been agreed that no work is required this year.

RESOLVED: that the information was noted by Members.

38.3.3 Allotments

Members had been advised that the situation continued to be monitored, that a further inspection would take place in August and that a date for meeting with allotment holders was still to be agreed.

RESOLVED: that the information was noted by Members.

38.9 Play Areas

38.9.1 Climbing Frame with ladder

Members had been advised the condition continued to be monitored. At the meeting Members were advised that the new equipment would be installed during w/c 16th July 2012. Assistant Clerk advised that one quote for £1,500 ex VAT had been received to repaint the swings. All Members felt this was too expensive. Cllr Scaife proposed that further quotes are obtained and if less than £750 that the Assistant Clerk be authorised to place an order, but if quotes were over £750 the matter be brought back to the next meeting for consideration. Cllr Allen seconded the proposal. Cllr Wood proposed an amendment that alongside obtaining quotes from contractors that using the reparation team for these works be investigated, this amendment was seconded by Cllr Scaife. All Members agreed.

RESOLVED: that further quotes be obtained and if a quote is received under £750 that an order may be placed; if quotes are over £750 these should be brought back to the next meeting and that the feasibility of using the reparation team for these works be investigated.

38.9.2 Annual Safety Inspection

Members had been reminded that the order had been placed with The Play Inspection Company, awaiting date/report.

RESOLVED: that the information was noted by Members.

39 Trees

39.1 Elm Green

Members had been advised that the Tree Officer had responded and that the Resident had been duly advised. Members had been supplied with copies of this latest correspondence and all original correspondence relating to this matter.

RESOLVED: that the information was noted by Members.

40 Danbury Times

Members were advised that they would be able to collect the latest edition for their delivery rounds from the Groundsman's compound on Thursday 12th July 2012.

RESOLVED: that the information was noted by Members.

41 Car Park – Lighting Bollards

Members had been advised that the three companies had been rebriefed as agreed at last meeting and had been advised details of where one contractor's recommended lights may be viewed in situ. After some discussion it was agreed to await the third quote and that a decision would be made at the September meeting.

RESOLVED: that a decision would be made at the September meeting when the third quote would be available.

42 Memorial Bench

Members had been advised that installation was expected to take place in next few weeks.

RESOLVED: that the information was noted by Members.

43 ECC Winter Salt Bag Scheme

Members had been advised that once the team for the coming winter had been confirmed distribution of further salt would be arranged.

RESOLVED: that the information was noted by Members.

44 Dog Waste Bin

Members had been advised that the Chairman of Facilities was checking the location.

RESOLVED: that the information was noted by Members.

45 Matters to Report

There were no matters reported.

46 Dates of Meetings in 2012

Wednesday 12th September, Tuesday 6th November (Budget), Wednesday 14th November.

47 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.

48 DCA

Members discussed the subject of signs within the boundary of Dawson Memorial Field. It was agreed that pending a meeting being convened with ECC Highways, Chelmsford City Council and Danbury Parish Council to discuss signage on Eves Corner verges, that the DCA may install signage within Dawson Memorial Field (to be discussed/agreed at meeting scheduled with DCA on 12th July 2012). For the same reason it was also agreed that the request from the Danbury Society deferred from the Planning Committee to install a temporary sign to promote their 2012 Art Show be allowed with the proviso that it complies with the size etc. for outdoor advertising already supplied to the group.

RESOLVED: that pending a meeting with ECC, CCC and Danbury Parish Council that the DCA be permitted to install signage within the Dawson Memorial Field border and that the Danbury Society be permitted to install a sign for their 2012 Art Show also within the border complying with guidelines supplied.

There being no further business the meeting was closed at 9.10pm

Cllr Mrs S-J Court
Vice Chairman

Signed Date