



FACILITIES COMMITTEE

Minutes of the meeting held on Tuesday 6th November 2012 at 8pm in the Committee Room at The Old School House, Main Road, Danbury

Present: A. Allen, S. Berlyn (ex officio), Mrs Court (Vice Chairman),
Mrs Jacobs, B. Kennewell, A. Pemberton, B Scaife,
M. Wood (ex officio)

In Attendance: Mrs M Saunders Clerk to the Council
Mrs M Dyer, Assistant Clerk, Facilities

63 Apologies for absence

There were received from Max Telling who was on holiday.

64 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.

65 Public Question Time (Limited to 15 minutes)

No Members of the Public were present.

66 Minutes of the Facilities Committee held on 12th September, 2012.

RESOLVED: that the minutes of the Meeting held on 12th September, 2012 be approved and duly signed as a correct record

67 Grass Cutting Contract Greens (3 Years)

The Grass Cutting for the Greens has been approved on a three year contract this is the second year £135.00 per cut x 12 cuts equals a sum of £1620.

RESOLVED: that the information be noted.

Agenda Item 7 was taken before Agenda Item 6.

68 Confirmation of Rents - Facilities

Fees and Rents

Discussion took place regarding the fees for 2013 – 2014.

Finally it was proposed by Mrs S Court that a 2.5% increase should be adopted to the bookings as itemised below this was seconded by Cllr S Berlyn this was agreed with 1 abstention.

RESOLVED: that the Parish Council adopt a 2.5% increase in rents all figures rounded up as detailed below:

	2013/2014
Cricket Match	£77.00 plus VAT
Heathcote School	£2050 for school year 2013/ 2014
Bowling Club	£8300 (Final Year of Lease)
Tennis Club	£5550
Football Match Senior	£38.50 plus VAT
Football Match (Under 16)	£26.50 plus VAT
Football Match 9 a side children	£20.00 plus VAT
Mini Soccer	£13.50 plus VAT
Training	£13.50 plus VAT
Cancellation Fee	£11.50
Football Danbury Mission Saturday Mornings	£333.00
Mission Adults Football	£38.50 plus VAT

Allotments – Members were reminded that the Allotment Rental for 1.4.2013 would be £14.00 with the water rate changing from £20.20 to £12.36 shared between 11 Allotments

Members agreed that the Allotment Rent for 1.4.2014 should go up to £15.00 The water amount would depend on the usage of the water from the previous year.

68.1 Small Meeting Room

There had been no rent for the small meeting room for the current budget year. The Clerk had circulated information regarding the building. There was a long discussion regarding the future of the building. A further approach had been made by a Toastmaster but Members felt that this was a business so therefore could not be a

tenant under the Deed of Gift for Dawson Memorial Field as no business could take over the building.

Discussions had commenced with the Danbury Community Trust Limited regarding them making the bookings for the building and then charging a management fee. They were willing to complete a trial for 3 months. The building requires some works in that a Disabled Toilet is required, a key fob installed and a portable access ramp. Also a cupboard for storage together with a refrigerator. The Clerk had obtained an initial quotation but if this option was to be pursued then further quotations would be required. Members were concerned about the access to the building and felt that now the public conveniences had been knocked down a side entrance could be made safely to the building. Some thought this should be progressed in the DCA/Parish Liaison Group. No decision was made as to whether to commence a trial with the building in its present condition. Finally it was decided that this item should be placed on next week's Agenda although there would not be much more information available at this time. Members need to consider at the next meeting whether they are prepared for the DCA to complete a trial for 3 months to see if the building could be used for bookings.

RESOLVED: that this item is placed on next week's Agenda.

69 Facilities Committee Budget 2013 – 2014 (Attached Proposed Budget for Facilities Appendix I)

Members had a long discussion regarding the Facilities Budget 2013 – 2014. It was decided that the £5000 allowed for the Westwood could be taken out of the budget. A quotation had been received which had included a part exchange/discount figure for the current Westwood of £1935.00 this then made the final price to purchase the Westwood of £3290 plus VAT. Members unanimously agreed to purchase the Westwood out of the 2012 – 2013 budget. The Clerk did say that there were two other items which needed to be purchased A Logic Trailer and a Stihl Long Handled Hedge Trimmer these will be taken to next week's Facilities Meeting.

There was consideration given to the Play Area (£2000) and Ramp (£5000) projects. It was recognised that these sums of money would not cover the whole of the projects.

Cllr Allen proposed that sums of £300 for the youth shelter and £250 for the war memorial, £500 from the cricket wicket and £500 from the DCA budget should be taken out to make an overall budget of £68,838 this was seconded by Bill Scaife 6 were for the proposal and there were 2 abstentions.

RECOMMENDED: that the sum of £68,838 be taken forward as the Facilities Budget for 2013 – 2014 to the Resources Committee Budget Meeting.

69.1 Items from 3 Year Plan - Projects

This item had been discussed in conjunction with the Budget for 2013 – 2014. There were four main projects which the Committee wished to put forward to progress.

1. Ramp/Stairs/Access
2. Play Area (Resurfacing, moving swings, zoning and installing new equipment)
3. Small Meeting Room funding for refurbishment

4. Refurbishing the toilets at the Sports and Social Centre

Members tried to prioritise the above four projects and finally felt that Items 1 and 2 were the highest priority.

Cllr Allen proposed that the Play Area and the Ramp/Steps/Access should be progressed as projects with additional monies taken from Reserves to a maximum of £10,000 if necessary. This was seconded by Cllr Wood. There were 5 for the proposal and 2 abstentions.

This proposal can only be a recommendation to Resources for consideration under the Budget Setting for 2013 - 2014.

RECOMMENDED: that the Play Area and the Ramp/ Steps/Access be progressed as projects with additional monies taken from Reserves to a maximum of £10,000 if necessary. This recommendation to be taken to Resources Committee Budget Setting/ Precept Meeting in November.

60 Dates of Meetings in 2012

Wednesday 14th November.

There being no further business the meeting was closed at 10.10pm

Cllr A Pemberton
Chairman

Signed Date