



FACILITIES COMMITTEE

Minutes of the meeting held on Wednesday 12th December 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 (Chairman), B Scaife, M. Wood (ex officio)

In Attendance: Mrs M Saunders
Mrs M Dyer, Assistant Clerk, Facilities
Three Members of the Public

76 Apologies for absence

Apologies were received and accepted from Cllr Telling.

77 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. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting if they have not previously notified her about it. Members have dispensation to discuss and vote in respect of matters relating to the DCA.

None were declared.

78 Public Question Time (Limited to 15 minutes)

Members of the public representing three charities (Farleigh Hospice, Little Baddow Flower Gardens and Christian Aid) were in attendance to speak about 'Signage/Notices at Eves Corner' stating that it was 6 months since this issue had been raised and that there seemed to be no progress so far, disputing the claim made in the related article in the latest edition of Danbury Times that more than one complaint had been received and the status of erection of a notice board by DPC. The Clerk responded to the second point advising that ECC had received more than one complaint, but would not release details. Cllr Berlyn then responded reminding everyone that the maximum size of permitted notices is 0.6 sq. meters and advising that DPC was reviewing the options. Cllr Pemberton stated that DPC must stay within the law and re the location and size of a notice board it is taking time and advised that a sign on DPC owned land will still be subject to planning permission as the land proposed is within the conservation area. Cllr Pemberton sympathised with the visitors, appreciating their frustration with this matter.

The three Members of the Public then left the meeting

79 Minutes of the Facilities Committee held on 14th November 2012.

RESOLVED: that the minutes of the Meeting held on 14th November 2012 be approved and duly signed as a correct record

80 Danbury Parish Council owned Premises

Members had been advised that the quarterly exterior inspection had been undertaken on 22nd November 2012, and that the Groundsman continued to inspect the site.

RESOLVED: that the information was noted by Members

80.1 Robins Nest

Members had been advised that the Westwood Ride-On Tractor Mower, Logic Trailer and Long Handled Hedge Trimmer had all been ordered.

RESOLVED: that the information was noted by Members

80.2 Tennis Club

80.2.1 Extension to Lease

Members had been reminded that the Clerk had advised the Tennis Club formally that as ECC was prepared to extend the lease on The Old School House to 25 years with 5 year break clauses, that the PC was able likewise to extend the lease on the Tennis Club. To date no response had been received from the Tennis Club.

RESOLVED: that the information was noted by Members.

80.2.2 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.

80.2.3 New Tennis Courts

Clerk had written to the Tennis Club including all the questions and concerns raised by the Facilities Committee following the site meeting and Committee meeting on 12th September 2012. A response had been received and supplied to Members. It was agreed to defer discussion of this to the January meeting.

RESOLVED: that the response from the Tennis Club be considered at the January 2013 Facilities Committee meeting.

80.2.4 Leak at Tennis Club

Members were advised that following the extreme wet weather that there had been a leak in the Tennis Club; the Clerk had used emergency powers to employ a Surveyor to inspect the club and provide a report, the fee for the Surveyor was £160.

Members were advised that the Tennis Club had covered the costs involved to dry out the building; DPC obtaining costs for the works recommended by the Surveyor.

RESOLVED: that the information was noted by Members.

80.3 Bowling Club

Nothing to report

80.4 Cricket Club

Members were advised that the meeting proposed for 12th December preceding this meeting had taken place and that the next meeting with the Cricket Club was scheduled for 13th March (preceding the March Facilities Committee Meeting). The

Cricket Club representative had handed over a letter which would be circulated to Members.

RESOLVED: that the information was noted by Members.

80.5 Building formerly used by Royal British Legion

Members had been advised that a meeting re a trial had been held with DCA, who felt that a 12 month trial was too long and that a digilock was the preferred locking option. It was agreed that Assistant Clerk talk to the DCA re use of key system for trial, period plus equipment required and investigate cost of digilock.

RESOLVED that: use of key for trial period be discussed with DCA, equipment required be ascertained and cost of digilock be investigated.

80.6 Sports Centre

80.6.1 Surveys

Members had been advised that a water softener was being investigated and that a review of survey jobs would be undertaken with DCA Manager.

RESOLVED: that the information was noted by Members.

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

Members had been advised that major works had now been completed and that minor finishing off works were in hand; reviewing access from relocated stairs to new lobby roof and snooker hall roof; summary of costs being prepared.

RESOLVED: that the information was noted by Members.

80.6.3 Electrical Works

Members had been advised that works were in progress.

RESOLVED: that the information was noted by Members.

80.6.4 Snooker Hall – External Works

Members had been advised that a quote had been received for external decoration works (painted finish), but that the Assistant Clerk was now investigating an alternative wood stain route with the Conservation Officer and talking to the contractor re application of ‘breathable’ paint over existing finish.

RESOLVED: that the information was noted by Members.

80.7. Dawson Memorial Fields.

80.7.1 Best Kept Playing Field Competition

Members had been advised that letters of thanks and copy certificates had been sent to DPC Groundsman and CRS Pitchcare re awards received.

RESOLVED: that the information was noted by Members.

80.7.2 Ramp at rear of Sports Centre

Clerk read out the letter from the Architect and presented the plan, advising that decisions were required. Members discussed the proposal and plan and considered the questions posed by the Architect in order to progress the scheme/design. Re provision of a 1:15 ramp it was felt that a drawing was needed to show the extent of a 1:15 ramp in this location. Members were concerned re the effect on Pitch 2 and the car park – would the side ramp need to be moved out to the right to not effect pitch 2. Members agreed that if the project were split that it should be i) side ramp ii) steps iii) path from Mayes Lane Car Park across/alongside basketball court.

Cllr Berlyn proposed that the plan is redrawn in line with DDA requirements, this was seconded by Cllr Mrs Jacobs, all Members agreed. It was suggested that when the

plan is received that the actual site area in question is marked with spray or tape to ensure clarity of the extent of the proposed ramp.

RESOLVED: that the plan is redrawn in line with DDA requirements.

80.7.3 Dog Training

Members had been advised that the three month trial period had started. (Lucky Dog Training on PC Web Site) and that a review from both sides would be considered at the January 2013 Facilities Committee meeting. Number of sessions increasing to 3 per week plus a session on Sunday

RESOLVED: that the information was noted by Members.

80.8 Parish Council Land

80.8.1 Eves Corner:

Members had been advised that the Christmas Tree had been installed and the Carol Service was scheduled for 19th December 2012.

80.8.2 Runsell Green:

Nothing to report

80.8.3 Allotments

Members had been advised that the Groundsman had removed rubbish from site, that arrangements were in hand re trimming back hedge by plot 7 and that a Meeting was being arranged with one allotment holder.

RESOLVED: that the information was noted by Members.

80.9 Play Areas

80.9.1 New equipment

Members had been advised that the replacement part for top of one the new pieces of equipment was still to be supplied.

RESOLVED: that the information was noted by Members.

80.9.2 Zoning

Members had been advised that Phase II and III zoning options and flooring in playground were being researched (four companies had now been briefed, awaiting proposals and costs) and reminded that DPC has a £500 voucher from Monster Play received as prize from Web Site Competition.

RESOLVED: that the information was noted by Members.

81 Trees

81.1 Tree Survey

Members had been reminded that the Annual survey had been completed and a summary of recommended works had been supplied to Members at the last meeting. At this meeting Members were supplied with details of costs for recommended works and advised that the National Trust (NT) had been advised re works recommended at Eves Corner and that NT has confirmed that they will review and action as appropriate. Members considered the costs and agreed that the 'High Priority' works (£68.75) should be carried out now and financed from the current year's budget. Other works (£2,268.75) to be carried out in the financial year 2013/2014.

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

- ii) 'High Priority' tree works be carried in the currently financial year and other works in the financial year 2013/2014

82 Danbury Times

Cllr Scaife offered to deliver to the two roads still to receive copies of the current issue. Regarding articles for future issues Members were advised that the Cricket Club will supply an article for the next issue.

RESOLVED: that the information was noted by Members.

83 Car Park – Lighting Bollards

Members had been reminded that the new bollards had now been installed.

RESOLVED: that the information was noted by Members.

84 ECC Winter Salt Bag Scheme

Members had been advised that paperwork had all been distributed to volunteers that completed forms were awaited and then salt would be distributed as required. Members had also been advised that one additional volunteer had come forward and that the shops opposite Eves Corner pond would be approached; ECC had filled the 8 salt bins in the village, but had advised that cannot confirm at this point whether they would be refilled mid-season. Members considered a request from resident in Beaumont Park for a Salt Bin, but decided against the request. A second request for a salt bin had been received from a resident in Southview Road requesting one at the bottom of this road – there is already a salt bin at the top; Member decided against this request also.

RESOLVED: that the information was noted by Members.

85 Notice Board

Clerk gave a report at the meeting, reminding Members that the size for notices with approval was 0.6 sq. meters (approx. 2 feet x 3 feet) and advising that three options had been considered. Notice on the bus shelter would require planning permission and advertisement consent; the Conservation Officer had declined permission for a 6 foot sign sited on the periphery of Dawson Memorial Field; erection of a new notice board on the site previously occupied by the public toilets was not an option favoured by the Charity Groups. Following discussion Cllr Berlyn then proposed: DPC, being aware of the requirements of the Charities, believes that the options may not be acceptable to them. We do not think we are able to find a solution to their problem. This was seconded by Cllr Wood, all Members agreed

RESOLVED: that DPC, being aware of the requirements of the Charities, believes that the options may not be acceptable to them. We do not think we are able to find a solution to their problem.

86 Matters to Report

Cllr Berlyn advised Members that at the next planning meeting there would be a presentation regarding revised plans for the new Medical Centre and that there would be a public consultation re this on 14th January 2013.

87 Dates of Meetings in 2013

Wednesdays 16th January, 13th March, 15th May, 17th July, 11th September, Tuesday 5th November and Wednesday 13th November.

88 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.

89 DCA

Cllr Pemberton summarised matters discussed at the liaison meeting held on 6th December 2012, advising that in terms of budgets for works in the next financial year that toilets was the DCA's priority project.

There being no further business the meeting was closed at 9.45pm

Cllr A Pemberton
Chairman

Signed Date