



Parish Office
Suite 2
4, The Limes
Ingatestone
Essex
CM4 0BE

Telephone: 01277 676759

Email: clerk@ingatestone-fryerningpc.gov.uk
www.ingatestone-fryerningpc.gov.uk

FACILITIES COMMITTEE

MINUTES OF MEETING HELD:	14 February 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	D Sankey (Chair)	R Whittow-Williams	C Russell	L Emmett
		R Lee	P Jeater	M Marston	
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)	J Winter	
Absent	Cllr	R Pittman			
FA22/001	Apologies for Absence – for noting but not approval No apologies were received.				
FA22/002	Announcements and Declarations of Interest None were declared.				
FA22/003	To approve the Minutes of the Facilities Committee held on the 13 December 2021 The minutes were approved and signed by Cllr Sankey.				
FA22/004	Public participation session No members of the public were in attendance.				
FA22/005	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Marston attended a meeting with the Rail Engagement Manager and Community Rail Partnership Officer and raised a question on the ownership of the laurel hedge on the narrow part of the footpath from the station to Fairfield. Cllr Marston was advised to report this to Essex Highways. • Cllr Sankey asked for an update on the overgrown hedge in Stock Lane. Cllr Emmet reported that the works had been done by the allotment association and himself. Thanks were noted. • Cllr Sankey asked about the Summer Show and the Clerk advised that there was no further update in relation to the Council. • Cllr Sankey asked for an update on the fire escape works on Seymour Pavilion changing rooms. The caretaker confirmed the works had been completed. • Cllr Sankey asked for confirmation that Agrostis had visited Seymour Field for the pitch survey in December. The Clerk confirm that the report had been received and already distributed to the committee. 				
FA22/006	Caretaker's report <ul style="list-style-type: none"> • The caretaker reported on the works undertaken by Playquip at the Skate Park and the subsequent vandalism on the new paving. • The caretaker also reported that the new noticeboard had been installed in Fairfield and paving slabs had been placed in front of a bench near the playground. • The works on the fire alarm system in Seymour is still outstanding and he Caretaker is still chasing this matter. 				

FA22/007	<p>Budget preparation for 2022-23</p> <p>The Clerk and Caretaker spoke on a possible new project for next financial year to replace the High Street Christmas trees with new LED streetlamp lights. The current issues are that the trees are not being lit due to shops being emptied or shop / flat owners not switching on the power. The recent visual audit also criticised the existence of the brackets and sockets on listed buildings. The current budget is £5500 per year for this project and an alternative would require an initial investment that would require consideration.</p> <p>Councillors debated this suggestion and agreed that there would have to include a public consultation (Clerk to action). The Clerk was also asked to contact the County Councillor to find out when the planned replacement of the streetlamps to LED lights will be taking place.</p>
FA22/008	<p>Fairfield Recreation Ground and Ingatestone Churchyard</p> <p>Cllr Marston presented a future community project at St Edmunds and St Mary's churchyard. She advised that this has the full support of the church and Anglo European School to install a community garden and a safe space for girls at the rear of the churchyard. After a discussion it was agreed that the committee was supportive of the project in principle although it was unclear as to who would lead on these projects in the future. There was also a question over financing of these projects and the level of volunteering that could be used. It was noted that the suggested seating area on the High Street would be a future project that would require further work.</p>
FA22/009	<p>Seymour field and pavilion</p> <p>The fence at the far end of Seymour Field was debated and after a lengthy discussion, it was RESOLVED that the fence be removed but not replaced at this time.</p> <p>Proposed: Cllr Sankey 3 against, 4 in favour</p> <p>It was noted that a fence could be installed at a later date if a need was identified.</p>
FA22/010	<p>Fryerning Cemetery and Fryerning</p> <ul style="list-style-type: none"> • The Clerk advised that she had contacted the two cemetery management companies that were known and CDS had responded and visited the site with the Clerk and Assistant Clerk in December. A quote was received for a survey of the old cemetery focusing on the uneven surface and subsequent path design, drainage works in the catholic burial area and planning works for the green burial site. It was RESOLVED that CDS Group Ltd undertake items 1,2 and 3 of the proposal in this financial year at a cost of £5200+VAT and the green burial site works be included in the budget for the next financial year <p>Proposed: Cllr Sankey All agreed</p> <p>It was noted that this was within budget for this project for 2021/22</p> <ul style="list-style-type: none"> • The caretaker reported on the accessibility of the Beggar Hill post box. The committee was advised that the Post Office were not willing to undertake the works. IT was RESOLVED that authority be given to the Clerk to a maximum of £500 to undertake ground works to install steps to the post-box, therefore making the access safer to users. <p>Proposed: Cllr Sankey All agreed</p>
FA22/011	<p>Blue Plaque project (EDWG)</p> <p>Cllr Sankey presented a request for the council to support a project to install two blue plaques to commemorate Dorothy Wadham and the Smashing Rock Sisters. He reported that Wadham College, Oxford are happy to fund</p>

	<p>one of the plaques (Dorothy Wadham) at a cost of £366 inc VAT, delivery, and installation. It was RESOLVED that the committee fund the Smashing Rock Sisters plaque and will cover the cost for the Wadham plaque, which will be reclaimed from the college. This money would come from the working group budget heading.</p> <p>Proposed: Cllr Sankey All agreed</p>
FA22/012	<p>Queens Jubilee tree planting</p> <ul style="list-style-type: none"> • The Clerk suggested that the council plant a tree in Fairfield and a location in Fryerning as part of the Queens Green Canopy. It was suggested that the green in front of Huskards could be a suitable location. Cllr Russell agreed to find out the ownership of the Huskards triangle land. • Cllr Jeater spoke about the 70 trees for the Jubilee project where school children would be asked to grow a tree in the pot for future planting in the borough. It was agreed by the committee that this concept be progressed and that further investigation by the CEWG be undertaken.
FA22/013	<p>Office and council chambers</p> <p>The Clerk presented quotes for the replacement of the lighting in the council chambers and office. It was agreed that both rooms be included in the budget for next year for replacement.</p>
FA22/014	<p>Litter bin review (Cllr Winter)</p> <p>Cllr Winter presented various reports regarding the replacement of litter bins in the Borough and should include Ingatestone. This was noted.</p>
FA22/015	<p>Community garden project</p> <p>Cllr Jeater reported that the benches, bin and raised bed will be installed before the 31 March in order to meet grant conditions.</p>
FA22/016	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <ul style="list-style-type: none"> • Choice of trees for the Queens Green Canopy • Village Litter Pick • S106 and CIL projects for the parish • Cricketers phone box renovation
FA22/017	<p>Close of meeting</p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 9.09pm</p> <p>Date of Next Meeting: Monday 14 March 2022 at 7.30pm Venue: Council Chamber</p>