



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 September 2021, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	D Sankey (Chair)	P Jeater	R Lee	C Russell
Also Present:		A Wood (Clerk and RFO)	A Wright (Caretaker)	3 residents	
Absent	Cllr	R Pittman	P Poston		
FA21/090	Apologies for Absence – for noting but not approval Apologies were received from Cllr Marston				
FA21/091	Announcements and Declarations of Interest None were declared.				
FA21/092	To approve the Minutes of the Facilities Committee held on the 12 July 2021 The minutes were approved with the following amendment to FA21/082 in that the approved expenditure was within budget. The minutes were signed by Cllr Sankey.				
FA21/093	Public participation session A resident asked about the role of this committee, and this was answered by Cllr Sankey				
FA21/094	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Sankey asked for an update on the annual tree survey. The Clerk advised that it had been received and will be discussed at the next committee meeting. There were no issues of concern highlighted. • The issue of the storage shed has been resolved with a locum solicitor acting for Brentwood Borough Council dealing with the alternation to the lease at no charge. It is planned that the documents will be signed this week. • The replacement bench at Steen Close is still outstanding and the Clerk is chasing for permission to install a new bench from Brentwood Borough Council. This will be raised at the councillor forum on Friday. • The pruning of the Essex County Council owned oak trees on Fairfield will not be taking place and Cllr Jeater will be raising this at the councillor forum on Friday along with the issue of an overgrown hedge affecting sight lines from the Stock Lane Allotments. • Cllr Sankey reported on a meeting he had with residents of Star Lane and Mr Wright confirmed that he was dealing with the hedge at the Catholic cemetery already • Cllr Sankey spoke about the listing of the Calvary Cross and Seymour Bus Shelter as war memorials and he will pass this information to the Clerk after the meeting. 				
FA21/095	Caretaker's report The caretaker's list was circulated. <ul style="list-style-type: none"> • The playground inspection meeting with Proludic and Cllr Sankey had taken place and an issue regarding the new turf had been resolved. 				

	<p>It was agreed that for the turf to set before opening, that the planned ceremony be postponed, and a review take place in a weeks' time. The site had been independently inspected and slight snags identified and resolved. The Heras fencing will be removed at the council's determination.</p> <ul style="list-style-type: none"> • A recent fire extinguisher inspection at the Pavilion has presented some recommendations which will be discussed at the next meeting. • The accessibility of the post box at Beggar Hill was discussed and a quote for works will be presented at the next meeting. • It was requested that Mr Wright be formally thanked for his work on the installation of the Speller memorial bench in Fairfield.
FA21/096	<p>Fairfield Recreation Ground and Ingatestone Churchyard</p> <ul style="list-style-type: none"> • A report on the Fairfield playground had been presented under the Caretakers report and that the Fairfield Pond bench had been reinstated on its plinth. • A resident spoke about two trees in the churchyard that had flagged up insurance concerns for his property. The committee agreed to get a quote for works on the trees and for the nettles and brambles abutting the wall to be included in the next NATS work request.
FA21/097	<p>Seymour field and pavilion</p> <ul style="list-style-type: none"> • Cllr Jeater advised on the need for a possible second adult sized pitch at Seymour and on a meeting held with the Essex FA on this issue. To obtain any funding from the Essex FA for the required groundworks, an agronomist report would be required. The Clerk was asked to obtain costings for this report for discussion at the next meeting. • The issue of the picnic benches being moved during a presentation event at Seymour was discussed and the Caretaker was instructed to get the reinstallation work undertaken with the cost being borne by Stones Athletic FC. • The Clerk presented a list of teams using the field during the week and it was noted that this will now end due to the lack of floodlighting. The list was noted.
FA21/098	<p>Fryerning Cemetery</p> <ul style="list-style-type: none"> • The Clerk presented a request for the committee to consider the creation of a wildflower meadow in the older section of Fryerning Cemetery. This would be following a thorough public consultation and consideration of the needs of relatives visiting that part of the site. The project was widely accepted, and the Clerk was asked to progress this further.
FA21/099	<p>Community gardens idea Cllr Jeater presented a list of costings for the community garden, and it was RESOLVED to authorise the Clerk to spend the budget and grant award on this project without further approval of the committee. Proposed: Cllr Sankey Seconded Cllr Jeater All agreed.</p>
FA21/100	<p>Parish council owned phone boxes and future use The Clerk requested a decision be made on the future use of the two council owned phone boxes in Fryerning. It was agreed that neither should be relocated and that they be used to house a local map and walking / cycling leaflets. The Clerk was asked to proceed with this project. The Caretaker will investigate the renovation work required.</p> <p>The idea of a book swap cabinet was also discussed, sited in the younger children's playground. This idea will be discussed further at the next meeting</p>
FA21/101	<p>Noticeboards</p>

	As Cllr Marston has taken a lead in this matter, it was agreed to delay this discussion to the next meeting.
FA21/102	Essex Forest Initiative The Clerk advised that she had sought advise from her peers and that the purchase of land for a woodland was possible. This was noted with no further action. It was agreed that as this council did not own any major land, that it should focus on single trees and possibly a community orchard.
FA21/103	Items for inclusion in the next Agenda (not requiring resolution or action) No further items requested that had not already been minuted.
FA21/104	Report for the Communications Committee Cllr Sankey advised that he would speak to the Communications Officer about the items raised at this meeting
FA21/105	Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 9.05pm Date of Next Meeting: Monday 18 October 2021 at 7.30pm Venue: Council Chamber