



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 MEETING

MINUTES OF MEETING HELD:	19 December 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

Present:	Cllrs	R Whittow-Williams (Chair)	C Russell	M Marston	L Emmett
Also Present:		A Wood (Clerk and RFO) – attended remotely	A Wright (Parish Caretaker)		
Absent	Cllr	R Pittman	P Jeater (attended virtually)	R Lee	

FA22/119	Apologies for Absence – for noting but not approval Apologies were received from Cllr Lee and Cllr Jeater attended online and therefore was not recorded as attending this meeting.
FA22/120	Announcements and Declarations of Interest There were no announcements or declarations of interest
FA22/121	To approve the Minutes of the Facilities Committee held on the 21 November 2022 The minutes were approved as a correct record and signed by Cllr Whittow-Williams
FA22/122	Public participation session There were no members of the public wishing to speak.
FA22/123	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • The Clerk reported that IFPC had been awarded £500 from Cllr Wagland's locality fund for the laying of a new path at the Bell Mead Community Garden. This project could therefore be brought forward to this financial year. The Clerk was asked to obtain a quote for various path options to be considered at the next Facilities Committee meeting. • Cllr Marston reported that the hedge trimming at Fairfield had received positive comments and that residents had thanked IFPC for undertaking the work.
FA22/124	Caretaker's report <ul style="list-style-type: none"> • Mr Wright reported on recent repair works to the Seymour pavilion roof and the Clerk confirmed that these had been undertaken via delegated authority as water was getting into the hall and that payments were approved at Full Council. • The Caretaker reported on the High Street Christmas trees and some that remain unlit. It was agreed that a further discussion for future plans for the trees was required, in the light of the council budget discussion that will be taking place in January. • Mr Wright reported on a smart thermostat for the pavilion which will allow for remote switching on of the heating connected to the hall bookings. It was RESOLVED that the Clerk and Caretaker proceed with

	<p>this purchase at a cost of approximately £285 (subject to the model chosen) and install at the earliest opportunity.</p> <p>Proposed: Cllr Whittow-Williams</p> <p>All agreed</p>
FA22/125	<p>Budget for 2023-24</p> <ul style="list-style-type: none"> • The Clerk invited councillors to present projects for the next financial year. It was agreed that the installation of a drain at the entrance to Seymour carpark be included to alleviate the flooding in that area. • Cllr Marston reported on a plan to install a gate next to the kissing gate in Fairfield. The Clerk reminded councillors that a decision had been made to not proceed on this project but that the Nursing Trust could fund this works, working with the church who own the fence. A grant could be applied for from IFPC if it met the policy criteria. The Clerk also advised that legally, IFPC would be unable to give money directly to the church for the fabric of the church.
FA22/126	<p>High Street phone box repair</p> <p>The Clerk reported on work that she and the Caretaker had undertaken to obtain quotes to reinstate the High Street phone box. Essex Highways require any contractor to hold £10m public liability insurance and have street works accreditation. Mrs Wood reported that she had contacted about eight contractors and none of them were prepared to quote for such small works. Essex Highways had supplied a contact name and Mr Wright had met with him and the quote for the works was presented. After a discussion it was agreed that a watching brief on the phone box be maintained and that the cost be included in the budget for next year. However, it was accepted that this works might not take place in the foreseeable future.</p>
FA22/127	<p>Brentwood Borough Council Urban Tree fund</p> <p>Cllr Jeater presented this item. It was noted that this project had also been discussed at Planning and Highways Committee. It was unclear as to the costs and responsibilities involved in this project, where 7 trees would be planted on amenity greens in the parish. The Clerk advised that she will seek clarification with Mrs Spouge and Borough Cllr Sankey.</p>
FA22/128	<p>Fairfield and Ingatestone churchyard update</p> <p>Nothing was tabled for this standing agenda item</p>
FA22/129	<p>Fryerning Cemetery and Fryerning</p> <p>The Clerk presented a report on a meeting she had recently attended with Adam & Greenwood. It was agreed that the Clerk progress this project and ask them for a business proposal.</p>
FA22/130	<p>Community garden project</p> <p>Cllr Jeater had nothing to report at this time. There are plans to undertake work in the New Year.</p>
FA22/131	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <ul style="list-style-type: none"> • Quotes for the new pathway at the Bell Mead community garden
FA22/132	<p>Close of meeting</p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.30pm</p> <p>Date of Next Meeting: Monday 16th January 2023 at 7.30pm</p> <p>Venue: Council Chamber</p>