



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:	18 July 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

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

FA22/065	To elect a Chair and Vice Chair Cllr Jeater opened the meeting as the Acting Chair and asked for nominations. It was RESOLVED that Cllr Whittow-Williams be elected as Chair and the position of Vice Chair held over to the next meeting Proposed: Cllr Jeater All agreed
FA22/066	Apologies for Absence – for noting but not approval No apologies have been received.
FA22/067	Announcements and Declarations of Interest Cllr Jeater declared a non-pecuniary interest in item FA22/072 relating to the accident report.
FA22/068	To approve the Minutes of the Facilities Committee held on the 20 June 2022 The minutes were approved as a correct record and signed by Cllr Whittow-Williams.
FA22/069	Public participation session There were no members of the public present.
FA22/070	Matters Arising for Report (not for resolution) Cllr Marston raise the green burial ground project and that she had contacted the cemetery owners in Herongate. The owners have offered to speak to the committee about their experiences in setting up a green burial ground. The committee welcomed this approach, and the Clerk will progress.
FA22/071	Caretaker's report <ul style="list-style-type: none"> • Mr Wright advised that the festival was still on site (Monday evening) and that the bins had still not been cleared. He also advised that the portaloos had not been delivered and so the pavilion toilets were extensively used. The keys for the site had not been returned at the time of the meeting. Mr Wright advised that the Heras fencing was still on site and had not been collected. The committee agreed that a deposit would be required for future events of this scale. It was agreed that the Clerk invoice Ingatestone Festival Limited for the additional day's hire of the field, excess cleaning, and bin emptying. • Mr Wright reported that the damaged gate post has been repaired and the external water tap cover replaced following vandalism. • He also advised on the work he has undertaken to remove the graffiti on the teenage shelter in Fairfield. • The loose grab bars on Seymour field ramp have been tightened.

	<ul style="list-style-type: none"> • He has also undertaken the minor repairs at the children's playground as identified in the annual RoSPA report. • Cllr Jeater asked about the lower gate at Fairfield. Mr Wright is working on a repair for this at the same time as repairing one of the goals in Seymour.
FA22/072	<p>Fairfield Recreation Ground and Ingatestone Churchyard</p> <p>The Clerk provided an update on the following matters</p> <ul style="list-style-type: none"> • The Post Office planter has been replanted and all planters are now being watered • The stinging nettles near the children's playground have been strimmed. • An email from Alex Burghart MP had been received on the trees in Fairfield that are the responsibility of Essex County Council. • Correspondence relating to an accident that had taken place in the children's playground. There were no further actions that the committee suggesting taking on this matter. • Correspondence relating to a hedge matter at Fairfield. The clerk reported that Mr Wright will monitor the hedge and liaise with the grounds maintenance team in October / November.
FA22/073	<p>Seymour field and pavilion</p> <ul style="list-style-type: none"> • Cllr Jeater reported that he is still awaiting the outcome of the asset transfer conversation he and the Clerk had with Brentwood Borough Council officers. The Clerk will continue to chase. • The Clerk reported on the test pits that will be dug in Seymour Field by Highways England. These would be to investigate the flooding of the New Road underpass. The work was anticipated for the w/c 22 August.
FA22/074	<p>Fryerning Cemetery and Fryerning</p> <ul style="list-style-type: none"> • The Clerk provided an update on the cemetery works. She advised there were 3 parts to the project – drainage issues, access around the old cemetery and the green burial ground. She reported that a faculty had been submitted for the French drain and she is awaiting the outcome. • The Clerk reported that she had signed a new 2 year contract with Positive Energy for the electricity supply for the Lychgate.
FA22/075	<p>Community garden project</p> <ul style="list-style-type: none"> • Cllr Jeater reported that the replacement bin has been delivered and Mr Wright advised that the grounds maintenance team have been instructed to install it as soon as possible.
FA22/076	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <ul style="list-style-type: none"> • Nothing was requested
FA22/077	<p>Close of meeting</p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.27pm Date of Next Meeting: Monday 19 September at 7.30pm Venue: Council Chamber</p>