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FACILITES COMMITTEE MEETING

MINUTES OF MEETING HELD:	21 November 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

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

FA22/107	Apologies for Absence – for noting but not approval Apologies were received from Cllrs Whittow-Williams and Marston.
FA22/108	Announcements and Declarations of Interest There were no announcements or declarations of interest
FA22/109	To approve the Minutes of the Facilities Committee held on the 21 October 2022 The minutes were approved as a correct record and signed by Cllr Lee
FA22/110	Public participation session There were no members of the public wishing to speak.
FA22/111	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Jeater reported that the BBC appointed surveyor will be visiting Seymour Field and Pavilion to provide a valuation this week. Once the report was received by the council, it will be shared with councillors. • The Clerk advised the committee that she had received a reply from Cllr Wagland regarding the streetlight on Footpath 38 advising that no additional lights can be installed and that the existing lights are all working. • The Clerk reported that Cllr Wagland had inspected the trees on Fairfield that are ECC responsibility and that they agreed works needed to be done but there was no further update at this time. • Cllr Jeater asked if it is possible for BBC to cut the verges in the parish and it was concluded that this would be unlikely as they have a schedule of cuts which would be difficult to change.
FA22/112	Caretaker's report Mr Wright reported on the leaning phone box and the Clerk confirmed that she had not had a response from Cllr Wagland about the repair works. He also reported that he is on the case regarding the unlit streetlamp in Fairfield and that the High Street Christmas trees will be installed on Friday. The memorial bench in Fairfield has yet to be fixed in place but the weather has prevented further works at this time.
FA22/113	Fairfield Recreation Ground and Ingatestone Churchyard The Committee RESOLVED to accept the JPB Ltd quote of £350+VAT to reduce the height of the hedge in St Edmunds and St Mary's Churchyard

	Proposed: Cllr Lee All agreed
FA22/114	Budget for 2023-24 <ul style="list-style-type: none"> • The clerk presented a quote for the renovations works needed for the parish war memorial. She advised that she would be seeking grant funding for some or all of the works but felt it important that an amount of £3000 be included in next years budget for this works. • The committee was asked to submit other projects for the budget for next year. It was noted that the 'path of desire' at the Bellmead Community Centre should be included. It was also noted that the grounds maintenance contract and a possible separate gardening contract will be up for tender next year. It was agreed that the committee will review the budget tracker at the next meeting to look at other high impact, low-cost projects.
FA22/115	Fryerning Cemetery and Fryerning Mr Wright reported that he is getting a quote for the installation of a French drain and that a memorial bench is being installed in the cemetery next week.
FA22/116	Community garden project Cllr Jeater had nothing to report except that the leaf debris in the area needed clearing once the weather had improved.
FA22/117	Items for inclusion in the next Agenda (not requiring resolution or action) Nothing was requested
FA22/118	Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 8.00pm Date of Next Meeting: Monday 19 December 2022 at 7.30pm Venue: Council Chamber