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FACILITIES COMMITTEE MEETING

MINUTES OF MEETING HELD:	31 October 2022, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

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

FA22/093	Apologies for Absence – for noting but not approval Apologies were received from Cllrs Lee and Marston.
FA22/094	Announcements and Declarations of Interest There were no announcements or declarations of interest
FA22/095	To approve the Minutes of the Facilities Committee held on the 26 September 2022 The minutes were approved as a correct record and signed by Cllr Whittow-Williams.
FA22/096	Public participation session There were no members of the public wishing to speak.
FA22/097	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • Cllr Emmett raised the issue of the lack of lighting along Footpath 38 from the station to Fairfield. The Clerk advised that she was regularly receiving complaints which she was passing to the County Councillor. Cllr Emmett advised that he would also write to Cllr Wagland about the issue. Cllr Whittow-Williams advised she had spoken to Cllr Wagland about this issue at the recent litter picking event. • Cllr Whittow-Williams gave a report on the litter picking event which was well attended by residents. Concern was raised over the amount of litter in the private car parks behind the co-op and next to Budgens. The issue of cigarette butts was also discussed. It was agreed that the EDWG should approach the businesses to encourage them to litter pick their properties. • The Clerk reported on this year's tree survey and that she is in correspondence with ECC about 2 trees on Fairfield that require urgent investigation. One of the trees is the responsibility of ECC and the other, IFPC. The Clerk hoped that Cllr Wagland's locality fund could be used to undertake this urgent work.
FA22/098	Caretaker's report <ul style="list-style-type: none"> • Mr Wright advised on 16 broken tiles on the roof of the pavilion. With the Clerk, he had instructed S Tidd to replace these tiles as a matter of urgency as water was getting through to the hall. • JPB have hollow-tined and fertilised the football pitches. The broken goal has been repaired.

	<ul style="list-style-type: none"> The bench in Fairfield has been removed and the new base installed. The new bench is due to arrive this week. Mr Wright gave an update on the work that he has undertaken on the High Street Christmas Trees for this year. The hope is for them to be installed at the end of November. The Remembrance Poppies and the 2 Tommy Statues will be installed this week and will be removed after the 13 November.
FA22/099	<p>Steen Close</p> <p>A general discussion was held about the plot of overgrown land at Steen Close. Cllr Sankey has confirmed ownership with Brentwood Borough Council. It was agreed next steps should be discussed at Full Council in December.</p>
FA22/100	<p>Fairfield Recreation Ground and Ingatestone Churchyard</p> <ul style="list-style-type: none"> The Committee RESOLVED to accept the JPB Ltd quote of £1540+VAT to reduce the height of the hedge between Fairfield and the bungalows with the arisings being chipped and used in the Bell Mead Community Garden. The Clerk was asked to inform the residents of the work and when it is due to take place. Proposed: Cllr Whittow-Williams All agreed A request from Cllr Sankey to consider disabled access around the kissing gate between St Edmunds and St Marys and Fairfield was discussed. The committee felt that this was a parish-wide problem and that the suggested access would not resolve the issue, could require a faculty for works on consecrated land as well as the loss of a heritage fence and associated costs.
FA22/101	<p>Platinum Jubilee projects</p> <ul style="list-style-type: none"> Cllr Jeater advised there was no update on the 70 Trees for the Jubilee at this time. It was RESOLVED to instruct JPB Ltd to supply and plant 2 cherry trees in Fairfield for the Queens Jubilee and memorial at a cost of £500+VAT Proposed Cllr Whittow-Williams All agreed
FA22/102	<p>Seymour field and pavilion</p> <p>Cllr Jeater gave a report on a recent meeting held between Cllr Hossack, Phoebe Barnes, Stuart Anderson, the Clerk and himself. The next step is that BBC will obtain a valuation of Seymour Field and Pavilion to further discussion.</p>
FA22/103	<p>Fryerning Cemetery and Fryerning</p> <ul style="list-style-type: none"> The Clerk reported that she will be meeting with Adam & Greenwood Funeral Directors on the 10 November to further discussions on the green burial site. The Clerk advised the committee that the work on the drainage in the cemetery can take place and that she will work with the Parish Caretaker in obtaining quotes for the work.
FA22/104	<p>Community garden project</p> <p>It was agreed that the chippings arising from the Fairfield hedge reduction be sited on the informal path in Bell Mead. Mr Wright is chasing for a date to install the pressed gravel path in the garden</p>
FA22/105	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <ul style="list-style-type: none"> Nothing was requested
FA22/106	<p>Close of meeting</p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.57pm Date of Next Meeting: Monday 21 November at 7.30pm Venue: Council Chamber</p>