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FACILITIES COMMITTEE MEETING

MINUTES OF MEETING HELD:	20 March 2023, 7.30pm
VENUE:	Council Chambers, Suite 3, 4 The Limes

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

FA23/014	Apologies for Absence – for noting but not approval No apologies were received.
FA23/015	Announcements and Declarations of Interest There were no announcements or declarations of interest.
FA23/016	To approve the Minutes of the Facilities Committee held on the 20 February 2023 The minutes were approved as a correct record and will be signed by Cllr Lee.
FA23/017	Public participation session There were no members of the public wishing to speak.
FA23/018	Matters Arising for Report (not for resolution) Cllr Jeater reported that the cricket club have been asked to host two county matches for girls under 15 and 13 against Northamptonshire. He asked that the council could promote these events.
FA23/019	Caretaker's report Mr Wright reported the following <ul style="list-style-type: none"> • the smart thermostat in the pavilion has been installed which regulates the heating of the hall subject to hall bookings. • he has undertaken the required pitch inspection at Seymour field to allow the parish council to apply for grants. He advised that the subsoil was in good shape and that it was the top 2 inches that were compacted and needed work. • a memorial bench will be installed in Fairfield at the end of April. • the works on the French drain in Fryerning Cemetery has been started this week. • the parking issues in New Road were poor with the verges still being used for parking. It was noted that Essex Highways were returning with more wooden posts for the remainder of the verges. Mr Wright reported that flooding was occurring in front of the small public entrance gate, possibly as a cause of the grasscreting.
FA23/020	Grounds maintenance contract and gardening contract update The Clerk reported that three companies had submitted their tenders by the deadline and that the working group authorised by Full Council were meeting this week to shortlist and arrange interviews for the grounds maintenance contract.

FA23/021	<p>Seymour pavilion and field</p> <p>The clerk reported on a new lip-reading service that have hired the pavilion and that possible sign language classes might also be using the facility. The Clerk reported that the target had been met in terms of income.</p>
FA23/022	<p>Fairfield and Ingatestone churchyard update</p> <ul style="list-style-type: none"> • Cllr Marston had nothing to update at this time except for the planned opening of the community garden in June. • The Clerk presented a quote to the committee to relocate some items in the Fairfield Playground. The plan was to undertake this work in the new financial year. It was RESOLVED that this be undertaken <p>Proposed: Cllr Emmett Seconded: Cllr Marston All agreed</p>
FA23/023	<p>Fryerning Cemetery and Fryerning</p> <ul style="list-style-type: none"> • It was RESOLVED to approve the terms of reference for the new Green Burial Working Group and that the membership would consist of Cllrs Jeater, Marston, Russell and Winter <p>Proposed: Cllr Lee Seconded: Cllr Jeater All agreed</p> <ul style="list-style-type: none"> • A review of the cemetery terms and conditions was undertaken, and it was RESOLVED that a sentence allowing for committee discretion as to the purchase of plots would be added. <p>Proposed: Cllr Lee Seconded: Cllr Jeater All agreed</p>
FA23/024	<p>Community garden project</p> <p>Cllr Jeater reported that bulbs had been planted in the Bell Mead Garden and they had lost some plants over the winter. It was planned that a working group will meet once the new path is installed.</p>
FA23/025	<p>Items for inclusion in the next Agenda (not requiring resolution or action)</p> <p>Nothing was requested.</p>
FA23/026	<p>Close of meeting</p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.24pm</p> <p>Date of Next Meeting: Monday 17 April 2023 at 7.30pm Venue: Council Chamber</p>