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FACILITES COMMITTEE MEETING

MINUTES OF MEETING HELD:	20th November 2023, 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) (attended online)	A Wright (Parish caretaker)		
Absent	Cllr	G Tullett	L Emmett	M Marston	

FA23/091	Apologies for Absence – for noting but not approval Apologies were noted from Cllrs Marston and Emmett.
FA23/092	Announcements and Declarations of Interest There were no announcements or declarations of interest.
FA23/093	To approve the Minutes of the Facilities Committee held on the 16th October 2023 The minutes were approved as a correct record and were signed by Cllr Whittow-Williams.
FA23/094	Public participation session No members of the public were present at this time.
FA23/095	Matters Arising for Report (not for resolution) <ul style="list-style-type: none"> • The Clerk gave an update on the mural project and that she had been advised by Brentwood Borough Council that the cost for pre-application advice for the works would cost £655 or £1150 with a meeting. All agreed this was unacceptable and the Clerk will progress this matter further with the Borough Councillors and will raise it at the next Full Council. • Cllr Jeater reported that he had been advised that the Seymour Field bus shelter will be listed as a war memorial by a local resident.
FA23/096	Caretaker's report Mr Wright reported that the parish hedges had now been cut back, along with the overgrown laurel on Fairfield, at the rear of Stonegate.
FA23/097	To consider the quote from Circles Art Ed for the New Road planter project It was RESOLVED to accept the quote of £1536.00 for the planting up of the 6 planters planned for the entrance to New Road. It was noted that support was still required from County Councillor Lesley Wagland for the project before permission could be granted by Essex Highways. The Clerk will continue to press for this support. Proposed: Cllr Whittow-Williams Seconded: Cllr Lee All agreed
FA23/098	To receive an update on the IFPC Biodiversity policy (CEWG) Cllr Jeater advised that he and Cllr Winter are meeting with the Clerk this week to finalise a draft policy for presentation to Full Council in December.

FA23/099	<p>Seymour pavilion and field It was RESOLVED to purchase the requested soil sampler and mallet for £257.00+VAT for Mr Wright to use for reporting on the progress of the pitches as a requirement for the grant received from the Football Association. Proposed: Cllr Lee Seconded: Cllr Whittow-Williams All agreed</p>
FA23/100	<p>Fairfield and Ingatestone churchyard update It was RESOLVED to accept the quote of £265 for Circles Art Ed to clear the fallen leaf mulch from Footpath 38 to make the path less unpleasant. Proposed: Cllr Jeater Seconded: Cllr Lee All agreed</p> <p>The Clerk advised that she is still waiting for a faculty for the works on the war memorial and that works will realistically take place in the Spring.</p>
FA23/101	<p>Fryerning Cemetery and Fryerning The receipts for materials (£89.55) used to paint the IFPC phone box and bench were received and approved for payment.</p>
FA23/102	<p>To consider any projects for the 2024/25 budget The committee considered the following projects, and the Clerk was asked to add them to the list of proposals and seek estimates:</p> <ul style="list-style-type: none"> • Ground works to enlarge pitch 2 on Seymour Field • Footpath 38 (Fairfield section) streetlight replacement • Steen Close project • Replacement of 6 dog waste bins • Improvement of lights in Seymour Field car park
FA23/103	<p>Items for inclusion in the next Agenda (not requiring resolution or action) Nothing requested.</p>
FA23/090	<p>Close of meeting The Chair thanked the Cllrs for attending and closed the meeting at 8.22pm It was agreed that the December meeting be cancelled unless any urgent matters were received.</p>