



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 MEETING

<b>MINUTES OF MEETING HELD:</b>	<b>15<sup>th</sup> April 2024, 7.30pm</b>
<b>VENUE:</b>	<b>Council Chambers, Suite 3, 4 The Limes</b>

<b>Present:</b>	<b>Cllrs</b>	R Whittow-Williams (Chair)	G Tullett	L Emmett	M Marston
		R Lee			
<b>Also Present:</b>		A Wood (Clerk and RFO) (attended online)	1 resident		
<b>Absent</b>	<b>Cllr</b>	P Jeater	C Russell		

<b>FA24/025</b>	<b>Apologies for Absence – for noting but not approval</b> Apologies were noted from Cllrs Jeater and Russell.
<b>FA24/026</b>	<b>Announcements and Declarations of Interest</b> There were no announcements or declarations of interest.
<b>FA24/027</b>	<b>To approve the Minutes of the Facilities Committee held on the 18<sup>th</sup> March 2024</b> The minutes were approved as a correct record and were signed by Cllr Whittow-Williams.
<b>FA24/028</b>	<b>Public participation session</b> The Secretary of Stones Athletic FC was welcomed to the meeting, and she introduced herself to the councillors and advised that she will be attending the committee when she is able to improve communication between the council and the football club.
<b>FA24/029</b>	<b>Matters Arising for Report (not for resolution)</b> <ul style="list-style-type: none"> <li>The Clerk advised that she has booked in the tree pollarding works at Ingatestone Cemetery for September.</li> <li>Cllr Marston raised the need for more chairs at Seymour Pavilion to assist with the increasing popularity of the dementia groups that was meeting there. It was agreed that the Clerk will add this to the next agenda and provide options and further information.</li> </ul>
<b>FA24/030</b>	<b>Caretaker's report</b> Mr Wright was not in attendance.
<b>FA24/031</b>	<b>To discuss the Tetra-pak recycling project and decide next steps</b> The Clerk provided an update and advised that she is working with Borough Councillors Sankey and Gorton to try and find a solution for the whole borough.

<b>FA24/032</b>	<p><b>To discuss Phase 2 of the Bell Mead Community Garden</b></p> <p>The Clerk advised that owing to the timetable of meetings, this had been discussed at Full Council instead and that £15000 had been allocated to this committee for this project.</p>
<b>FA24/033</b>	<p><b>Seymour pavilion and field</b></p> <ul style="list-style-type: none"> <li>• The Clerk reported that the urn in the kitchen had stopped working and that she was waiting for the caretaker to return before ordering a new one.</li> <li>• The pitch 2 renovation works had started today and a list of required pitches for the youth teams has been received for the new season which will be passed to the grounds maintenance team in due course.</li> </ul>
<b>FA24/034</b>	<p><b>Fairfield and Ingatestone churchyard update</b></p> <p>Three quotes (over a couple of years) for the cleaning and repair of the war memorial were considered it was RESOLVED that the work be awarded to IMI at a cost of £2050+VAT (subject to the works required). The works to start as soon as possible and the Clerk to inform the church on the works.</p> <p>Proposed: Cllr Whittow-Williams  Seconded: Cllr Lee  All agreed</p>
<b>FA24/035</b>	<p><b>Fryerning Cemetery and Fryerning</b></p> <p>There was nothing to report.</p>
<b>FA24/036</b>	<p><b>Items for inclusion in the next Agenda (not requiring resolution or action)</b></p> <ul style="list-style-type: none"> <li>• Terms of reference for the Natural Burial Ground Working Group</li> <li>• Chairs for Seymour Pavilion</li> </ul>
<b>FA24/037</b>	<p><b>Close of meeting</b></p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.05pm  The next Facilities Committee meeting: 7.30pm, Monday 20<sup>th</sup> May 2024,  Council Chambers, Suite 3, 4 The Limes</p>