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## FACILITIES COMMITTEE MEETING

<b>MINUTES OF MEETING HELD:</b>	<b>21<sup>st</sup> October 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	R Lee
		C Russell	M Marston	P Jeater	
<b>Also Present:</b>		A Wood (Clerk and RFO)	A Wright (Parish Caretaker)		
<b>Absent</b>	<b>Cllr</b>	D Greenwood			

<b>FA24/077</b>	<b>Apologies for Absence – for noting but not approval</b> No apologies were received.
<b>FA24/078</b>	<b>Announcements and Declarations of Interest</b> There were no announcements or declarations of interest.
<b>FA24/079</b>	<b>To approve the Minutes of the Facilities Committee held on the 16<sup>th</sup> September 2024</b> The minutes were approved as a correct record and were signed by Cllr Whittow-Williams.
<b>FA24/080</b>	<b>Public participation session</b> No members of the public were in attendance.
<b>FA24/081</b>	<b>Matters Arising for Report (not for resolution)</b> There were no matters arising for report.
<b>FA24/082</b>	<b>Caretaker's report</b> Mr Wright reported on the following <ul style="list-style-type: none"> <li>• The land at Steen Close has been cleared and contract awarded for fencing. This is due in about 4 weeks time.</li> <li>• Playquip have undertaken repairs and maintenance work on the Fairfield playgrounds.</li> <li>• The speed activation signs will be installed this week.</li> <li>• The additional picnic bench for the pavilion patio has been delivered and installed.</li> <li>• It was <b>RESOLVED that 6 replacement dog bins and posts be ordered from Earth Anchors and installed at Seymour Field and Fairfield</b> at a cost of £1740+VAT and installation. The additional funds would be taken from the balance of the war memorial renovation budget. Proposed: Cllr Whittow-Williams Seconded: Cllr Marston All agreed</li> </ul>

<b>FA24/083</b>	<p><b>Seymour pavilion and field</b></p> <ul style="list-style-type: none"> <li>• JPB has been working on the pitches to include top dressing and slitting.</li> <li>• The issue of cars parking on the bund at Seymour Field car park was discussed and it was agreed that the Clerk obtain quotes to plant a hedge along the field side of the car park. This would protect the cars from football damage as well as preventing vehicular access to the field. The Clerk was asked to confirm the budget available for this project.</li> </ul>
<b>FA24/084</b>	<p><b>Fairfield and Ingatestone churchyard update</b></p> <ul style="list-style-type: none"> <li>• <b>To discuss the planting of a willow crop at Fairfield</b> The project was discussed and further questions raised about practicalities and long term commitment. Cllr Marston will contact the cricket bat company to obtain further information and possible terms and conditions.</li> <li>• <b>To discuss a memorial bench request</b> A request for a new memorial bench for Fairfield was discussed and the siting was agreed. The Clerk and Caretaker will progress this work</li> <li>• <b>To discuss a residents email</b> The contents of the email were noted.</li> </ul>
<b>FA24/085</b>	<p><b>Fryerning Cemetery and Fryerning</b></p> <ul style="list-style-type: none"> <li>• The Clerk provided a brief update on the work that Circles Alt Ed are undertaking at the cemetery.</li> <li>• It was agreed that the Natural Burial Working Group needed to meet to progress the project and the Clerk will arrange a meeting in the office.</li> </ul>
<b>FA24/086</b>	<p><b>To discuss the current plan and future use of the Beggar Hill phone box</b></p> <p>The committee considered the current state of the Beggar Hill phone box. After a discussion it was agreed that Cllr Russell obtain an estimate to undertake the repairs from a local contact that she has. It was agreed that to replace the entire door at this point was not appropriate in terms of cost and budget.</p>
<b>FA24/087</b>	<p><b>To receive the annual tree survey</b></p> <p>The Clerk presented the tree survey and advised that she is obtaining quotes for the work recommended in the report. These will be brought to the next meeting</p>
<b>FA24/088</b>	<p><b>Autumn Litter Pick</b></p> <p>After a discussion and considering other village events, it was agreed that the next litter pick will take place in March 2025.</p>
<b>FA24/089</b>	<p><b>Items for inclusion in the next Agenda (not requiring resolution or action)</b></p> <ul style="list-style-type: none"> <li>• Tree survey quote consideration</li> <li>• Seymour hedge quote consideration</li> <li>• Willow crop discussion</li> </ul>
<b>FA24/090</b>	<p><b>Close of meeting</b></p> <p>The Chair thanked the Cllrs for attending and closed the meeting at 8.40pm The next Facilities Committee meeting: 7.30pm, Monday 18<sup>th</sup> November 2024, Council Chambers, Suite 3, 4 The Limes</p>