

**MINUTES OF THE MEETING OF THE FACILITIES COMMITTEE HELD ON 27<sup>th</sup> JUNE 2023 IN THE GARDEN ROOM OF THE COMMUNITY CENTRE AT 7.30PM**

**PRESENT:** Cllrs. Eichner, Gilbert, Harvey, Hugo, Summers & A J Waters

**APOLOGIES:** Cllrs. Cocks, Scott & A M Waters

**NOT PRESENT:**

**IN ATTENDANCE:** The Clerk & Asst Clerk.

**79/23 PUBLIC QUESTIONS**

None

**80/23 TO DESIGNATE A CHAIR & VICE-CHAIR FOR THIS COMMITTEE**

Cllr. Summers proposed Cllr. Harvey as Chair of this Committee. This was seconded by Cllr. Eichner and AGREED.

Cllr. A J Waters proposed Cllr. Summers as Vice-Chair of this Committee. This was seconded by Cllr. Hugo and AGREED.

**81/23 APOLOGIES**

Cllrs. Cocks, Scott and A M Waters (all due to holiday)

**82/23 DECLARATION OF INTERESTS PERTAINING TO THE ITEMS BELOW**

Name	Min. No.	Category of Interest	Reason
None			

**83/23 RECORDS OF THE MEETINGS OF THE PROPERTY & ASSETS COMMITTEE HELD ON 21ST MARCH 2023 AND THE AMENITIES & SERVICES COMMITTEE HELD ON 28<sup>th</sup> MARCH 2023**

Cllr. Summers proposed the minutes of the Property & Assets Committee of 21<sup>st</sup> March 2023 be approved. This was seconded by Cllr. Eichner and AGREED.

Cllr. Summers proposed the minutes of the Amenities & Services Committee of 28<sup>th</sup> March 2023 be approved. This was seconded by Cllr. Eichner and AGREED.

There were no objections to the deletion of the digital transcripts of these meetings.

**84/23 CLARIFICATION OF (NON-CONFIDENTIAL) ACTIONS FROM THE LAST MEETING**

None

**85/23 TO NOTE CLERK'S REPORT ON PENDING MATTERS NOT REQUIRING A DECISION**

The Report had been previously circulated (within the briefing note) and was NOTED.

**86/23 FINANCIAL ISSUES**

1. To note the current amalgamated budget for this Committee  
NOTED
2. To note financial report to date  
NOTED

**87/23 BUILDINGS & STREET ASSETS; TO NOTE & RESOLVE AS REQUIRED**

1. Community Centre refurbishment – the current maintenance report would be updated and brought to the next Facilities Committee meeting.
2. Crittall windows – Cllr. Eichner proposed that Rory Cullen – Building Conservation Consultant be instructed (subject to agreed costs) to prepare a report for submission to the Conservation Department. This was seconded by Cllr. Gilbert and AGREED.
3. Streetlights – It had been proposed by Streetlights (our streetlight maintenance company) that 33 streetlights per year be upgraded to LED at approx. £ 11,000 per year. Cllr. Eichner

proposed that the first year's replacements should be done and the project then reviewed to assess the savings. Seconded by Cllr. A J Waters and AGREED

4. Bus shelter repair – Cllr. Summers proposed that this be repaired by Councillor volunteers with wood shingles funded by the Council. This was seconded by Cllr. A J Waters and AGREED
5. Chequers bus shelter – A proposal had been received from a local student to paint the inside of the concrete bus shelter with a mural. The design had been submitted and was considered. Cllr. Summers proposed that this be allowed. This was seconded by Cllr. A J Waters and AGREED.

Cllr. Gilbert proposed that the Council offer to pay for materials up to £ 100. This was seconded by Cllr. Eichner and AGREED.

## **88/23 OPEN SPACE ASSETS & MAINTENANCE**

1. Report from Allotments Manager

### Allotments Waiting List

- 5 people on the waiting list inside the Parish.
- 4 people on the waiting list outside the Parish.

### Raised Beds Waiting List

- \_Nobody on the waiting list.

### Site Inspection

- Inspection carried out today revealed a very mixed display of plots being worked and not worked.
- Action: Letters will be sent out by email or post to all plot holders, and some will be chased by telephone calls as well.
- Another site inspection will take place in the middle of July. NOTED

Cllr. Summers would discuss with the Allotment Manager the issue of creating a communal compost heap.

2. Report from Burials Clerk

## **DEEDS OF GRANT OF EXCLUSIVE RIGHT TO BURIAL**

<b>DEED NO.</b>	<b>GRAVE NO.</b>	<b>SURNAME</b>
DEED 1398	EB25	EYERS
DEED 1399	GOR161	RITCHIE
DEED 1400	GOR189	CARTER
DEED 1401	WALLGOR240	MALKIN
DEED 1402	WALLGOR241	LEWIS

## **DEEDS OF GRANT TRANSFERRED**

<b>DEED NO.</b>	<b>GRAVE NO.</b>	<b>SURNAME</b>
DEED 1038	G297	TOWNSEND
DEED 1104	K404	GRAY
DEED 1105	K405	GRAY

## **RENEWAL DEEDS OF GRANTS**

<b>DEED NO.</b>	<b>GRAVE NO.</b>	<b>SURNAME</b>
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## **MEMORIALS AND ADDITIONAL INSCRIPTIONS AGREED**

<b>DEED NO.</b>	<b>TYPE</b>	<b>SURNAME</b>
DEED 1399	TABLET	RITCHIE
DEED 1400	TABLET	JAKEMAN

DEED 1401  
DEED 1402

TABLET  
TABLET

MALKIN  
LEWIS

### **INTERMENTS**

<b>NAME OF DECEASED</b>	<b>GRAVE NO.</b>	<b>FULL INTERMENT OR ASHES</b>
EYERS	EB25	FULL
RITCHIE	GOR161	ASHES
HOWELL	WALLGOR206	ASHES
TOWNSEND	G297	ASHES
J.JAKEMAN	GOR189	ASHES
E.JAKEMAN	GOR189	ASHES
WEBB	EC36	FULL
MALKIN	WALLGOR240	ASHES
CHADWICK	HN3	ASHES
LEWIS	WALLGOR241	ASHES

**HEADSTONES LAID DOWN FOR SAFETY:**                    **none**

3. Proposed cemetery extension – This was discussed and would be put on the next Full Council agenda for further discussion
4. The ‘Gleeson’ land – this was discussed and would be put on the next Full Council agenda for further discussion.
5. Gilham Bank woodland – Cllr. A J Waters proposed that other Committee members familiarize themselves with the area in question and discuss at the next Facilities meeting. This was seconded by Cllr. Gilbert and AGREED.
6. The skatepark – It was AGREED that a quote would be obtained for a mesh grill to cover the drain outflow and that a broom be purchased for use by the skateboarders.  
Cllr. Hugo proposed that that the graffiti workshop go ahead (Mel to coordinate). This was seconded by Cllr. Gilbert and AGREED.  
Cllr. Eichner proposed that the summer workshop at the skatepark go ahead – Mel to negotiate with the organiser’s re costs etc. This was seconded by Cllr. A J Waters and AGREED.  
Cllr. Hugo asked that the lighting at the skatepark be looked at, with regard to timings and possible additions. There was also discussion of looking for quotes for an additional basketball hoop and goal and associated works.  
Access path to the VENUe – This was discussed and it was decided to take no further action at the present time.
7. Rush Green culvert – A quote had been received for approx. £ 200. Cllr. Summers proposed that this be accepted. This was seconded by Cllr. A J Waters and AGREED.
8. Street cleaning & Litter – The matter of double bins (to include a recycling section) was discussed. Cllr. A J Waters proposed that the office obtain quotes for bins, collection and other associated costs for the next meeting. This was seconded by Cllr. Eichner and AGREED.
9. Parking on grass – it was acknowledged that this was a problem that appeared to be getting worse. It was suggested that notices be printed off in the office for the warden and Councillors to take and put on any vehicles parking on Parish Council land/verges. The Community Warden would be asked to produce a map or similar to show worst areas.

**89/23 RESOURCE ISSUES**

The Clerk had given a brief report of the difficulties faced by the facilities staff. This was NOTED.

**90/23 ITEMS FOR FUTURE CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL:** None

The meeting closed at 9.16pm.

SIGNED.....(Chairman)    DATE.....