

Facilities Management Committee Minutes

Held on Tuesday 9th May 2023 at 10am at The Pavilion, Prestbury

Members Present: Cllrs: N Atty (NA), H Breach (HB), J Gardner (JG), and P Weir (PW).

In attendance: J Tetley (Parish Clerk) and H Bridger (Administration Assistant).

The meeting was opened at 10am

Item	Item	Action
229	Apologies received and accepted from M Hansen (MH). Due to the resignation of CT as chair of Facilities Management, NA proposed JG as chair for this meeting and all members approved.	
230	No declarations of interest.	
231	Minutes of the Facilities Management Committee held on 11th April 2023 were agreed as an accurate record and signed by JG.	
232	Matters arising: 192 – HEB is still waiting for a response regarding EV charging points being installed by GCC. A discussion took place regarding EV charging points and NA agreed to include it as part of the Pavilion Development. HB to ask Laura Tapping for further information. 205 – Prestbury Rovers Football Team are happy to proceed with the price increases and JT informed them of the proposed changing rooms refurbishment. It was noted that they could arrange for all their matches to be away for September if more time was required for the refurbishment.	HB
233	Groundman’s Report and Meter Readings <ul style="list-style-type: none"> • Meter Readings as of 06.05.23 Water 5617 Electricity 122572 for the pavilion. • CK requested help with strimming. CK had received no reply from CT regarding strimming. It was agreed that HB would ask for a quote from an outside contractor for the short term. JG to liaise with CK regarding how many hours would be required. • CK expressed concerned about hitting a dog with the tractor as dogs are left to run around the coffee shack off lead with owners paying little attention to them. A discussion took place regarding dogs. It was agreed that more signs would be installed requesting owners to put dogs on leads around the coffee shack. • It was noted that there is a triangular excavation on Robson Field. JT to ask CK to fill in the hole. 	JG JT
234	Sign – New Barn Lane NA has chased but had no response.	
235	Tennis Management 50 members have re-joined, 44 adult memberships, 5 junior memberships and one child. It was noted that people could be using the courts who have not yet re-joined. HEB to do spot checks over the next few weeks. JT and HEB reviewed the tennis coach’s hours of booking and it remains within the limits set by his contract. It was noted that HEB’s	

	computer does not display all the required information on ClubSpark and a discussion took place regarding IT issues in the office. To be referred to full council.	
236	<p>Pavilion Development NA outlined the following points:</p> <ol style="list-style-type: none"> 1. The need to choose a planning consultant from the 3 who have submitted quotes. 2. Investigations into solar panels are extensive. Quotes have been received. 3. 3 builders have visited the pavilion to review the building and submit quotes for the refurbishment. <p>JT to investigate grants for the refurbishment of the changing rooms from the Football Foundation.</p>	JT
237	<p>Defibrillators The defibrillator to be installed at Park Stores on New Barn Lane on Thursday 11.05.23. HB to register the device once fitted. The WI defib has been registered. HEB to visit Roberts Road to locate details of how to contact the electricity board regarding fitting a 4th defib.</p>	HEB
238	<p>Recycling Bins Recycling bins were successfully collected on Monday 24th April and will continue every 2 weeks.</p>	
239	<p>Bike Marking Scheme PW is expecting a callback from Gloucestershire Police today and has liaised with neighborhood watch. The event would have to take place on a Saturday and would need to be indoors. PW to find out more details and agree a Saturday for the event.</p>	PW
240	<p>Sensory Garden SA has instructed a local resident to maintain the sensory garden in the short term whilst she coordinates a maintenance schedule with volunteers. SA to join FacMan in June.</p>	
241	<p>Inspection of the Playground It was concluded after an inspection of the witch's hat in the children's play area that it was safe to use. HEB to review the guarantee. Screws to be replaced by CK. HEB to contact Greenfields again regarding the broken gate. CK to review the play area with HEB and repair any damage where possible. It was noted that the holes around the old MUGA needed to be filled and possibly refurbed. CK to investigate.</p>	HEB CK
242	<p>Tree Survey It was agreed that HEB should invite the first and second companies who quoted to do a site visit. JG to accompany them on the visit. HEB to arrange.</p>	HEB
243	<p>Football Tournament July 8th 2023 Expenditure HB to provide costs for trophies/medals, St Johns Ambulance and IT costs to JT so that an invoice for the sponsor can be compiled. JT to add costs for the blue paint. It was noted that CK would need the blue paint order before the 02.06.23. CTFC confirmed their attendance at the tournament from 1am till 2pm.</p>	HB
244	<p>Signs for Picking up Dog Mess Carried forward, HEB to enquire at CBC.</p>	HEB
245	<p>Business Cards Have been ordered.</p>	

246	<p>Coronation Competition</p> <p>15 entries across the 4 zones. JG, HB and 2 members of the public judged the competition. JT to email the winners. JG to organise vouchers and issue them. It was noted that photos of the winners at the parish business chosen to spend their vouchers would be appreciated.</p>	<p>JT JG</p>
247	<p>Living Christmas Tree</p> <p>The living Christmas tree has been installed at the library and has been well received on social media. The invoice has been paid.</p>	
248	<p>CCTV - Extra Camera</p> <p>Bulldog came to visit the site and gave a quote for an extra camera, circulated prior to the meeting. It was agreed that the expense could not be justified at present.</p>	
249	<p>Tractor Tyres</p> <p>T H Whyte visited the yard and PPC await a quote.</p>	
251	<p>Toilets</p> <p>It was noted after a visit to the referees outside toilet, where the netball posts are currently stored, that the posts do not present a hazard. It was agreed that Whiskers could open the toilets when required. It is a short-term measure until the pavilion is developed.</p>	
252	<p>Litter-Picking</p> <p>Positive feedback received from the litter-pick in April.</p>	
253	<p>Village Green -stakes and bench</p> <p>JG to liaise with CK regarding installing stakes on the green to stop vehicles parking there. CK to repaint the bench in the better weather and trim the hedge.</p>	<p>JG CK</p>
254	<p>Matters for Consideration (not to be discussed)</p> <ul style="list-style-type: none"> • PW enquired about the blue border fence that is being taken down between the new flats and the Barley Road field and what would replace it. No information is known at present. • HB explained that several residents via social media had requested a tribute to the recent Coronation. The idea that Barley Road Field be renamed the King Charles Field was suggested. To be put to Full Council. • HB outlined Coronation benches that could be purchased as memorial benches going forwards. • 5 a side goalpost for Robson Field to be considered. • Permission granted to Open Garden to use the car park for their event. 	
	The meeting closed at 12.30pm	
	Date of next meeting: TBC	