

Facilities Management Committee Minutes

Held on Monday 19th June 2023 at 10am at The Pavilion, Prestbury

Members Present: Cllrs: M Hansen (MH), N Atty (NA), J Gardner (JG), and S Attwood (SA).

The meeting was opened at 10am

Item	Item	Action
001	Apologies received and accepted from H Breach (HB). JG elected as chairman, proposed by SA, seconded by NA.	
002	No declarations of interest.	
003	Minutes of the Facilities Management Committee held on 9th May 2023 were agreed as an accurate record and signed by JG.	
004	Matters arising: 192 –EV Charging points, HEB to ask Laura Tapping for further information. 233 – CK has filled all the holes on Robson Field.	HEB
005	Groundman's Report and Meter Readings <ul style="list-style-type: none"> Meter Readings as of 01.06.23 Water 5628 Electricity 123650 for the pavilion. Whiskers reading 001799.3. Waste collection – CK would like to order another wheelie bin. Whiskers have offered to pay for another wheelie bin and to add the payment onto their monthly rent. £9.35 per wheelie bin per week. MH proposed accepting the waste collection proposal and it was seconded by SA. The payment for the contractor to undertake 4 hours strimming at a cost of £100 was approved by MH and seconded by NA. 	
006	Sign – New Barn Lane NA to progress.	NA
007	Tennis Management Total income £3347.50 (minus fees) Membership £2522.00 (adult 49 x 50) (junior 6 x 11) (child 1 x 6) Bookings £225.50(41 x 5.50) coach £600 (3 x 200) <ul style="list-style-type: none"> 4 new members have paid since reminder sent out and spot checks. 4 spot checks so far and people playing not paying each time. Will continue to monitor. HEB is chasing Longlevens windows to re-seal the door as the tennis pavilion leaks in the winter. 2 benches from the changing rooms (no longer required) have been placed on the tennis courts and secured with cable ties. HEB is researching bins. 	
008	Pavilion Development <ul style="list-style-type: none"> Changing rooms work progressing. 	

	<ul style="list-style-type: none"> Solar panels: NA to contact Solar re installation date. LE & groundsman planning: selected planning consultant who will work with architect. NA noted requirements for water tap and lockable storage, tbc in requirements capture stage of project. 	
009	Defibrillators JG to take forward Noverton defibrillator proposal.	JG
010	Bike Marking Scheme Bike marking deferred to September, JG to agree date.	JG
011	Sensory Garden <ul style="list-style-type: none"> SA has arranged meeting on 21 June to propose 3 teams to do work every 10 days," four triangles" are in place. CK completing watering, policy needed for his absence. Blue sign on pole pointing to SG: referred to next meeting. 	
012	Inspection of the Playground Playground inspection taking place weekly. HEB to continue to chase Greenfields regarding fixing the gate.	HEB
013	Tree Survey Tree survey - dates tbc with 2 tree surgeons.	
014	Signs for Picking up Dog Mess Official CBC signs have been placed around the field by our local Protection Officer. JT discussed the problems of dog mess on the playing field with him. It was noted you need an official card to be an authorised person as per the signs to instruct people to pick up after their dogs. JT to investigate authorised person process.	JT
015	Living Christmas Tree Watering of the tree is currently being undertaken by the library volunteers. Accidental damage to Christmas Tree prevented by CT roping it off during open gardens weekend. Thanks, noted.	
016	Tractor Tyres Approval given for the purchase of 2 rear tractor tyres from T H Whyte at a cost of £1,365.00 + vat. To be put to Full Council for approval.	
017	Village Green – stakes/bench Village Green no parking sign in place. CK's proposal of 3 posts approved, with addition of chain. CK to cut hedge. Bench needs sanding and painting. JG to chat with CK. Responsibility for Buttercross/oil tank and war memorial benches to be clarified by JG - former has PPC name inscribed on it.	CK JG
018	Wilson Centre Family Day The Wilson Centre have requested permission to hold a family day on the playing field. They have hired the MUGA and want to erect a couple of gazebos and borrow our tables. Approved by SA, seconded by NA	
019	Summer Festival Email from Chris Bagnall of BAM proposing 2023 festival. FacMan agreed that the lead time was insufficient for a 2023 festival. SA noted that community involvement was essential for arranging the next festival. MH proposed offer to be declined, seconded by SA.	
020	Defibrillator	

	Defibrillator at Park Stores installed and registered. HB to arrange plaque recognising donation.	HB
021	Robson Field It was agreed that the field would be marked out with a rounders pitch as in previous years.	
022	Renaming of Barley Road Field In progress.	
023	Hardware Audit It was noted that all hardware should be covered by the asset register. A review of the asset register to take place at the next meeting.	
024	MUGA Calendar MUGA calendar up and running.	
025	Matters for Consideration (not to be discussed) <ul style="list-style-type: none"> • Public footpath responsibility • Asset register • FacMan membership • Notice boards 	
	The meeting closed at 11.05am	
	Date of next meeting: 10th July 10am	