

## Facilities Management Committee Minutes

**Held on Monday 11<sup>th</sup> September 2023 at 10am at The Pavilion, Prestbury**

Members Present: Cllrs: J Gardner (JG) Chairman, N Atty (NA), S Attwood (SA) and S Hope (SH) and C Hunt (CH)

In attendance: J Tetley (JT) Clerk

The meeting was opened at 10am

Item	Item	Action
078	Apologies received and accepted from H Breach (HB) and M Hansen (MH).	
079	No declarations of interest.	
080	Minutes of the Facilities Management Committee held on 14th August 2023 were agreed as an accurate record and signed by JG.	
081	<p>Matters arising:</p> <ul style="list-style-type: none"> <li>• <b>Bus shelter</b> on Priors Road – JG inspected the shelter. A discussion took place regarding the use of the bus shelter. HEB to email GCC and ask if PPC owns the bus shelter. If PPC do own it, can ownership be transferred to GCC.</li> </ul>	<b>HEB</b>
	<ul style="list-style-type: none"> <li>• <b>New Planter for Wyman’s Brook</b>– JG liaised with J Simmons and asked if she could source a quote for a planter. JG also spoke to KB and asked if she could organise a gardening group to look after the planter and she confirmed she could. JG proposed a new planter be included in next year’s budget.</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Sink hole outside main office</b> – Thanks expressed to Whiskers for filling the hole with soil. CK to seed the area when he moves to new building and the tractor no longer drives over it.</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Grid Door</b> – Thanks expressed to PW for fixing the grid door to Little Explorers.</li> </ul>	
082	<p>Groundsman Report and Meter Readings</p> <ul style="list-style-type: none"> <li>• <b>Meter Readings</b> - Water 5660 Electricity 126383 for the Pavilion.</li> <li>• <b>Solar</b> -1.77MWh</li> <li>• <b>Bulbs</b> – Approval given for the purchase of bulbs to be planted around the bottom of the trees in Barley Road Field.</li> <li>• CK to put weed killer down around the tennis courts, MUGA and the path leading to Little Explorers. Complaint received from tennis member regarding the weeds around the edge of the tennis courts.</li> </ul>	
083	<b>EV Charging Update</b> –HEB has contacted Connected Kerb but had no response. HEB sent an email to CBC for more contact details for Connected Kerb but has had no response.	<b>HEB</b>
084	<b>Sign for New Barn Lane</b> – NA emailed GCC and awaits response.	<b>NA</b>

085	<p><b>Tennis Management</b></p> <ul style="list-style-type: none"> <li>• CK has applied sealant on the roof of the tennis pavilion. A deep clean will be arranged when it is clear it has stopped leaking.</li> <li>• Re-surfacing of the court – 2 quotes received. HEB to contact Caloo for a third quote.</li> <li>• The tennis coach’s concerns were noted regarding a stale atmosphere within the club and a lack of participation on a Sunday social session. JT to email the tennis coach with the email addresses of CH and SH so that a meeting can be arranged to discuss.</li> <li>• A ball recycling scheme has been proposed by the tennis coach. Approval was given for this scheme. HEB to action.</li> </ul>	<p><b>HEB</b></p> <p><b>JT CH/SH</b></p> <p><b>HEB</b></p>
086	<p><b>Pavilion Development</b></p> <ul style="list-style-type: none"> <li>• Solar panels are generating electricity. JT in the process of applying to Octopus to export excess electricity.</li> <li>• PDWG is presently investigating the next stage of the project which is to move the groundsman into a new building.</li> <li>• A review is taking place of hot water and heating for the whole building.</li> <li>• JT is chasing the football foundation grant.</li> </ul> <p><b>Q)</b> Is the tender process for the café being considered at the moment?  <b>A)</b> No, as the dimensions for any café are unknown at present.  <b>Q)</b> Is the café going to oversee bookings for the community hall?  <b>A)</b> No idea at the moment.</p>	
087	<p><b>Defibrillators</b></p> <p><b>Noverton</b> - JG has still not received a response from the National Grid regarding installing a defib on their site on Roberts Road.</p> <p><b>Park Stores</b> – It was noted that the defib at Park Stores has recently been used. HB to contact the donor and inform her. JT to purchase new pads. JG to liaise with HB regarding reserve pads.</p>	<p><b>HB</b></p> <p><b>JT</b></p> <p><b>JG</b></p>
088	<p><b>Sensory Garden</b></p> <ul style="list-style-type: none"> <li>• One further volunteer is required to complete 4 teams of 4 volunteers.</li> <li>• JG organized the delivery of topsoil which was deposited into the beds.</li> <li>• SA investigating the purchase of new accessories.</li> <li>• JG suggested a social event for the volunteers. SA to review.</li> </ul>	<p><b>SA</b></p> <p><b>SA</b></p>
089	<p><b>Inspection of the Playground – update</b></p> <ul style="list-style-type: none"> <li>• Children’s den under the slide needs re-painting. HEB to progress with obtaining quotes for the work.</li> <li>• It was noted that the gates still do not close properly. HEB to review.</li> </ul>	<p><b>HEB</b></p> <p><b>HEB</b></p>
090	<p><b>Tree Survey</b></p> <ul style="list-style-type: none"> <li>• A comprehensive tree survey report was received from Chris Arnold. He recommends immediate work on 3 trees in proximity to Robson Field at a cost of £540 including VAT. It was noted by the clerk that the trees in question are not part of Robson Field therefore not on PPC’s land. A discussion took place regarding the border of Robson Field, CH added that the footpath leading into Robson Field also belonged to PPC. It was noted that the clerk had reported the trees identified as needing work to GCC highways.</li> <li>• JT to review the land registry’s official copy of the title plan for Robson Field.</li> </ul>	

091	<b>Dog Poo Bag Dispensers</b> JG presented the idea of dog poo bag dispensers as recommended by HB. The scheme is currently being run in Hatherley Park. Old plastic bottles are reused and hung on railings filled with dog poo bags for dog owners to use. A discussion took place regarding this scheme. It was noted that Whiskers supply poo bags at this moment in time. Referred to next meeting when HB present.	
092	<b>Village Green – stakes</b> CK to purchase stakes and rope to prevent cars parking on the green as advised by JG. Rope to go around the green with a small gap left for residents to access the bench.	CK
093	<b>Benches</b> <ul style="list-style-type: none"> <li>• War Memorial Bench – CK to sand and repaint.</li> <li>• Noverton Estate Bench – CK to refurbish.</li> <li>• Racecourse Bench – CK to repair.</li> </ul>	CK CK CK
094	<b>Old MUGA Refurbishment</b> CK recommended the following: Topsoil cost £116 plus VAT Grass Seed £104 plus VAT Fencing to allow seed to grow – unknown cost at present.  Approval granted for the above costs. Cost code: Playing Field Maintenance.	
095	<b>Asset Register Review</b> JG to review asset register for content and value and provide an update to F & GP. Carried forward.	JG
096	<b>Anti-Social Behaviour</b> A resident reported more anti-social behaviour at the weekend, but this was not evident on CCTV.	
097	<b>Renting Out Land on Barley Road Feld to Grow Wild Meadow</b> JG and SA met with Modica Gardens, a gardening company, and identified the area to the right of the new development as a site suitable for six beds of wildflowers. Modica will put in the beds and maintain the pathways around them. In return for the use of the land Modica’s apprentice will do 4 hours work a month on the playing fields as directed by the groundsman.  It was noted that CK had expressed concern regarding enough room for the tractor when cutting the hedge along the right-hand side of the proposed plots. It was agreed that CK would take the hedge down to 6 feet and then Modica would maintain the hedge going forwards. CK to help with the watering and facilitate Modica obtaining water going forwards.	
<b>SH left the meeting at 11.19am.</b>		
098	<b>Extending the Car Park and Advertising for Race week</b> NA noted that there were 4 points to be reviewed regarding the car park: <ul style="list-style-type: none"> <li>• CCTV</li> <li>• Lighting</li> <li>• Extending And resurfacing</li> <li>• Electric charge points.</li> </ul> PDWG to review all of the above.  It was noted that HEB had suggested advertising the car park during racing on a car park site. HEB to review for next meeting.	PDWG          HEB

099	<p><b>Girls Football</b></p> <p>JT outlined the request from Prestbury Phantoms for their girls U14 team to use the adult pitch with changing rooms for a maximum of 6 games for the season. A discussion took place regarding this request and approval was granted. JT to inform Prestbury Phantoms.</p>	JT
100	<p><b>Winter Action Plan</b></p> <p>It was noted that the clerk had ordered 20 bags of salt as part of the winter action plan.</p> <p>15 grit bins have been identified in the parish. It was noted that the roads in Starvehall Farm have not yet been adopted so they cannot have grit bins at present. The grit bins are located as follows:</p> <p>4 Wyman’s Brook  2 New Barn Lane  1 off Linden Avenue on the slope to Apple Orchard  1 on the Burgage  1 on Brookfield Farm entrance  1 on Mill Street  4 on Noverton Lane  1 on Roberts Road</p> <p>It was noted that each grit bin will need a snow warden to monitor levels of salt in the bin and re-fill if required from the store of grit at PPC. The bins get re-filled every year by GCC but if there is a lot of snow and the grit runs out it is up to the snow warden to arrange for it to be re-filled.</p> <p>JG offered to be a snow warden for Noverton Lane and Roberts Road.  JT to arrange snow wardens for each bin and compile a spreadsheet. SA offered help with this project.</p>	JT/SA
101	<p><b>Remembrance Service 2023</b></p> <p>It was noted that NA organised the event last year but with the Pavilion Development Project taking up a lot of his time he would prefer it if someone else took charge this year. JG to liaise with SH and ask if she would consider taking it on. NA has a file to hand over.</p>	JG
102	<p><b>Christmas Tree</b></p> <p>Living Tree – S.Shackell visited the library to review the living tree which has developed brown patches. He spoke to the library volunteers who look after the tree and gave some advice as he felt it was a temporary problem. He will review the tree again at a later date.</p>	
103	<p><b>Green Flag Award</b></p> <p>It was noted that several policies would need to be adopted to fulfil the criteria for the Green Flag Award. HB to ask CBC for the policies required. Referred to next meeting.</p>	HB
104	<p><b>Aluminum Goalposts</b></p> <p>HEB to update at next meeting.</p>	HEB
105	<p><b>Matters for Consideration (not to be discussed)</b></p> <ul style="list-style-type: none"> <li>• CH - proposed another bench for Robson Field</li> <li>• It was noted that JG would be absent at the next PPC meeting and CH to give a verbal report.</li> </ul>	
<b>The meeting closed at 11.55am</b>		
<b>Date of next meeting: 9<sup>th</sup> October 10am</b>		