

Facilities Management Committee Minutes

Held on Monday 9th October 2023 at 10am at The Pavilion, Prestbury

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

In attendance: J Tetley (JT) Clerk and Helen Bridger (HEB) Administration Assistant

The meeting was opened at 10am

Item	Item	Action
106	H Breach (HB) was absent from the meeting.	
107	No declarations of interest.	
108	Minutes of the Facilities Management Committee held on 11th September 2023 were agreed as an accurate record and signed by JG.	
109	<p>Matters arising:</p> <ul style="list-style-type: none"> 096 Anti-Social Behaviour – MH to confirm police attendance at the next PPC meeting. It was noted that there has been another arson attack. The new picnic bench and children's den have both been set alight. A rider on an electric bike was abusive to both the groundsman and a councillor when asked not to race around the field. Another rider on an electric bike with a toddler on the handlebars was abusive to a resident when asked to stop. Both incidents have been reported to the police. 	
110	<p>Groundsman Report and Meter Readings</p> <ul style="list-style-type: none"> Meter Readings - Water 5668 Electricity 127045 for the Pavilion. Approval given for 2 extra wheelie bins as requested by CK. Each bin costs £9.35 a week. The total cost is £972.40 pa. It was noted that due to the rearrangement of football matches the changing rooms were cleaned by HEB in CK's absence whilst JT cleaned the office. JG stated that he would be happy to clean the changing rooms in future if this happens again. 	
111	EV Charging Update – HEB has had no response from either Connected Kerb or CBC but is now subscribed to Connected Kerb's newsletter.	
112	Sign for New Barn Lane – NA emailed GCC and awaits response.	NA
113	<p>Tennis Management</p> <ul style="list-style-type: none"> There has been no increase in membership. HEB to email member who has not paid for their membership. Over 200 pay and play bookings this financial year which shows a wider use of the courts. <p>CH met with the tennis coach with the following points:</p>	HEB

	<ul style="list-style-type: none"> The tennis coach would like to use more of the pavilion hut. The tennis coach would like PPC to purchase a tennis net for the MUGA. The tennis coach now has access to the Clubspark website so he can advertise events as proposed by CH. Brambles need to be removed from the back of the courts and dead weeds removed. On a Saturday the football referee uses the outside toilet as a changing room and locks it so no one can use the toilet. The net around the 2 courts needs some maintenance. NA noted that it was part of the Pavilion Development remit. The tennis coach suggested floodlights for the tennis courts. Recycle tennis ball scheme –£37.50 for 250 balls received, balls need to be of a certain standard. To discuss with the tennis coach at the next meeting. HEB to obtain quotes for deep clean of the pavilion tennis hut. MH to arrange a meeting with ladies and men’s captains to discuss use of the pavilion hut. Quotes for the resurface of the tennis courts in the range of £30k. Further discussion required after 4th quote received. A complaint was received from a tennis member regarding the potholes in the car park. NA to review. 	<p>HEB MH</p> <p>NA</p>
114	Pavilion Development <ul style="list-style-type: none"> Meeting with the planning consultant tomorrow to discuss requirements for planning permission. A storage hut is to be installed next to the tennis pavilion hut for Little Explorers to store their equipment in rather than storing it in the showers. 	
115	Defibrillators Park Stores –New pads arrived and were installed by HB within a week. It was noted that it is unnecessary to buy spares as there is an expiry date for all pads and all the defibs are of a different design, all needing different pads.	
116	Sensory Garden <ul style="list-style-type: none"> SA met with LL to discuss the purchase of new accessories. Waiting for a quote. The wooden sleepers and benches around the trees need some maintenance. MH to liaise with CK. SA to review wind break beds around the sensory garden. 	<p>MH SA</p>
117	Inspection of the Playground – update <ul style="list-style-type: none"> HEB has liaised with CBC regarding their ownership of the children’s play area. CBC stated that there is no money in their budget for refurbishment of any playground on land not owned directly by them. It was noted that CBC inspect the playground every year. HEB asked for a copy of the report from Jan 23. HEB to ask for copies from previous years. Someone from CBC is supposed to be coming out to inspect the den that was set on fire. HEB to chase. 	<p>HEB HEB</p>
118	Tree Survey <ul style="list-style-type: none"> It was noted that the clerk had reported the trees identified as needing work to GCC highways. JT to send these details to MH who will request SF, County Councillor, to investigate further. 	<p>MH</p>
119	Dog Poo Bag Dispensers Referred to next meeting when HB present.	

120	Village Green – Stakes JG to speak to CK.	JG
121	Benches JG to speak to CK to see if the memorial bench could be refurbished before Remembrance Day.	JG
122	Old MUGA Refurbishment It was noted that CK has stated there are several problems with this refurbishment and that he cannot do it as he does not have the required tools. MH and JG to speak to CK.	MH /JG
123	MUGA – professional clean £750 was allocated in the present budget for the MUGA to be cleaned. The company used last year are no longer in operation. New quote from Courtstallservices = £2490 plus VAT. JT to chase quote from Grimshaw. HEB to obtain further quotes.	JT/HEB
124	Asset Register Review JG and CH to progress.	JG/CH
125	Renting Out Land on Barley Road Feld to Grow Wild Meadow Modica have requested a delay in the installation of the beds until the spring.	
126	Extending the Car Park and Advertising for Race Week HEB outlined the requirements to advertise the car park on Just Park: <ul style="list-style-type: none"> • PPC need proof of ownership of the car park. • PPC set a charge and Just Park's fee is 3% of this amount, Just Park may then increase the amount charged to the customer. For example, if PPC wanted £10 per space Just Park may increase this to £12.50. • It was noted that the car park could possibly accommodate 18 cars down each side. <p>A discussion took place regarding the car park and the 3 potholes currently increasing in size. It was agreed that the spaces would not be advertised for the November Meet but to consider Just Park for the March Festival.</p>	
127	Winter Action Plan JT is in the process of completing the Winter Action Plan but snow wardens are still required for New Barn Lane, The Burgage and Mill Lane. Although it was noted by the clerk that the grit bin on Mill Lane had not been located yet. HEB/JT to investigate and advertise for wardens on the website and social media.	HEB/JT
128	Remembrance Service 2023 <ul style="list-style-type: none"> • Bugler and band booked. • Wreath ordered. • Guides and scouts attending. • Road closure requested. • CH to ask how many volunteers are required and request help at the PPC meeting. 	CH
129	Christmas Tree Living Tree – appears to have been revived. JP has offered to pay for another tree this Christmas whilst the living tree establishes itself. HEB to order.	HEB
130	Green Flag Award Carried forward to next meeting when HB available for an update.	

131	Aluminum Goalposts CK has found suitable goals at a cost of £2395.00. To be considered.	
132	Robson Field It was noted that there is no present budget for Robson Field and this needs to be considered for the budget next year.	
133	Portable Power Supply/New Microphone New Microphone – NA outlined the need for a new microphone for the PA system as it was noted that the PA system still makes a buzzing noise. It was agreed that a new microphone would be purchased at a cost of £50. NA to action. Cost code - parish plan/newsletter. Portable Power Supply --NA explained why a portable power supply would be advantageous both for the Remembrance Service and for the grounds man working remotely. The purchase of a portable power supply was agreed in principle. NA to circulate ideas to be considered before the meeting on Monday.	NA NA
	CH left the meeting at 11.25am	
134	Bus Shelter It was noted by the clerk, after liaising with GCC, that the bus shelter on Priors Road was listed as a responsibility of GCC. It is not clear how it appeared on the PPC asset register. JT to remove the bus shelter from the asset register.	JT
135	New Memorial Bench A new memorial bench has been installed in front of the bund kindly donated by a local resident in memory of their granddaughter.	
136	Matters for Consideration (not to be discussed) <ul style="list-style-type: none"> • SH to liaise with JT regarding first aid courses. • A local resident has offered to pay for 2 gates on Barley Road Field but would like to advertise her dog walking company on them. • It was agreed that a new battery for the tractor was required urgently so that the grounds man could continue with his work. JT to purchase new battery at a cost of £115.00 	JT
	The meeting closed at 11.33am	
	Date of next meeting: 13th November 10am	