

Facilities Management Committee Minutes

Held on Monday 11th December 2023 at 10am at The Pavilion, Prestbury

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

In attendance: J Tetley (JT) Clerk

The meeting was opened at 10am

Item	Item	Action
168	Apologies were received and accepted from S Attwood (SA).	
169	No declarations of interest.	
170	Minutes of the Facilities Management Committee held on 13th November 2023 were agreed as an accurate record and signed by JG.	
171	Matters Arising not covered on the agenda: Item 164 – new bin ordered for main entrance to playing field.	
172	<p>Groundsman Report and Priorities MH outlined CK’s work schedule for December.</p> <p>Meter Readings: Electricity 130414 Water 05689 Whiskers 2.556</p> <p>MUGA Maintenance Schedule – MUGA recently machine swept, herbicide treatment around edges applied plus strimming. Recommended that weed killer is applied to the edges inside and outside in March and then every month after in the better weather. Another service required in July/August.</p> <p>Football Pitches It was noted that there are no games now until 6th January 2024 for the juniors. It was noted by the clerk that football games are difficult to keep track of as they change weekly from the schedule and also from the secretary’s spreadsheet sent out each week.</p>	
173	<p>First Aid Training SH to arrange two 3-hour sessions on a Saturday morning at the WI for the New Year. These sessions will be open to PPC and the public.</p>	SH
174	<p>Sign for New Barn Lane NA to try a different point of contact at GCC.</p>	
175	<p>PAT – Little Explorers, Pavilion and Yard MH and JG to consult with Little Explorers to discuss items needing PAT. JT to compile PAT schedule and policy. JT has phoned Bulldog twice requesting a visit for CCTV maintenance, fire extinguisher and smoke alarm checks, PAT and a review of the fuse box.</p>	

176	<p>Biodiversity Policy SH has reviewed and amended model policy sent through from GAPTC. To be reviewed by the Full Council in December.</p>	
177	<p>Tennis Management CH outlined the meeting of the recent tennis committee, a copy of the minutes of the meeting are attached to these minutes. The following points were noted:</p> <ul style="list-style-type: none"> • Deep clean of pavilion to proceed with users of the pavilion cleaning the facility thereafter. • A larger padlock to be purchased for the lock to the tennis courts. • Consideration given to a child under 11 years playing for free with an adult member. It was agreed that it could be trailed until the end of March 2024. • Consideration given to guests playing three times with a member before joining. It was agreed that this would be too difficult to monitor. • QR code for the gate. Tennis members to organise. • MH to consult with CK regarding brambles at the back of the courts. • Tennis coach to use own design logo. • Tennis coach to place bin for recyclable balls in the pavilion. • Consideration given to the second hour on the MUGA half price for tennis members. It was agreed that this was not viable. <p>The committee will have a second meeting at the start of the season next year.</p>	
178	<p>Pavilion Development NA stated that a meeting was taking place this afternoon with the planning consultant and architect to finalise the planning application. A letter to neighbours of the pavilion to be distributed and a public presentation and information sharing evening to be arranged.</p>	NA
179	<p>Sensory Garden Artwork has been purchased and installed by CK. The working party taking care of the garden has stopped for the winter due to the weather.</p>	
180	<p>Inspection of the Playground – update HEB continues to chase a copy of the playground inspection report from Jan 23 and previous years from CBC with no response. SH to email Borough Councillors Stan Smith and Ian Basett Smith requesting help with the reports. It was agreed to review the report before progressing with any work on the playground. JT to send last report from 2020 to SH along with past emails and contact details for CBC.</p>	SH JT
181	<p>Tree Survey MH emailed Stephan Fifield, County Council Councillor, for clarification and included the borough councillors. SF investigating.</p>	
182	<p>Dog Fouling on the Adult Football Pitch Email received from a coach of Prestbury Phantoms U14s girls’ team who use the adult pitch stating there had been an increase in the amount of dog mess on the pitch that he had to clear away before commencing the match. HB responded with all PPC’s interventions. HB to proceed with dog poo bag dispensers as discussed previously.</p> <p>A discussion took place regarding irresponsible dog owners not picking up after their dogs.</p> <p>It was suggested that the groundsman does a sweep of the pitches every Friday. MH to consult with CK.</p>	HB

183	Village Green – update Posts and rope purchased. JG to speak to CK regarding problems with the cement.	JG
184	Benches <ul style="list-style-type: none"> The war memorial bench has been cleaned and will be painted in the spring. Noverton Estate bench has been reinstated and CK has completed an excellent refurbishment of it. Racecourse bench – CK to paint in spring. 	
185	Old MUGA Refurbishment MH stated that CK could re-seed the area, but the problem remained of keeping people off the area. HB suggested that the holes needed filling in first and then the area should be levelled off. It was noted that turfing the area might be easier. MH to liaise with CK regarding turfing.	MH
186	MUGA – professional clean Covered under item 172.	
187	Asset Register Review JG to consult with internal auditor. JT to send his details to JG.	JG/JT
188	Winter Action Plan Work in progress. It was noted that ten salt bags have been delivered thanks to the intervention of Stephan Fifield, County Councillor.	
189	Christmas Tree Delivered on 1 st December and the service from Dowdeswell was excellent. JG, NA, CT and library garden volunteers all helped to erect the tree. There is a problem with the timer for the lights. JG to consult with the library.	JG
190	Green Flag Award £350 has been put into the budget for the next financial year to cover the application fee. HB to find out more details regarding the application process and requirements.	HB
191	Bus Shelter – Priors Road NA suggested a councillor investigates and advises on how to proceed as the clerk has received two different versions of ownership from the same person at GCC. JG to ask for a volunteer at the full council meeting in December.	JG
192	Car Park 3 tonnes of gravel were delivered to the car park, which was only enough to fill in the larger potholes at a cost of approximately £200. CH suggested using River flint. CH to send across details to the clerk. NA suggested a working party to create a plan for the car park to include: The surface, CCTV, lights, EV charging points and disabled parking. JG to ask for volunteers at the PPC meeting in December.	JG
193	RHS tree for Barley Road Field The tree, to replace the tree damaged on the bund, has been delivered and has been planted in Barley Road Field. Thanks were expressed to the Horticultural Society for the donation of the tree.	
194	EV Charging Points Covered under item 192.	
195	Matters for Consideration (not to be discussed) <ul style="list-style-type: none"> None 	

	The meeting closed at 11.33am	
	Date of next meeting: 8th January 2024 10am	