

Facilities Management Committee Minutes

Held on Monday 8th April 2024 at 10am at The Pavilion, Prestbury

Members Present: Cllrs J Gardner (JG) Chairman, S Attwood (SA), M Hansen (MH) and S Hope (SH).

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

The meeting was opened at 10am

Item	Item	Action
271	Apologies were received and accepted from N Atty (NA) and H Breach (HB). Apologies were received from C Hunt (CH) after the meeting.	
272	No declarations of interest.	
273	Minutes of the Facilities Management Committee held on 11th March 2024 were agreed as an accurate record and signed by JG.	
274	Matters Arising not covered on the agenda: 214 - Priors Road Bus shelter has been re-roofed. MH to write an item for the website.	
275	Groundsman Report and Priorities Meter Readings: Electricity 140438 Water 5722 Whiskers 7644 The groundsman requested the hire of a skip in preparation for his forthcoming move and packing boxes. Approval granted for the hiring of a skip and boxes that are fit for purpose. The groundsman expressed concern regarding enough time to mark out the pitches for the forthcoming football tournament scheduled for the end of June.	
276	First Aid Training 23rd March 10-1pm – 19 residents attended. Excellent feedback received. Future course dates were discussed with a possible full 3-hour course in Autumn at the weekend and a shorter defibrillator course one evening in the week. St Nichloas Church being a possible venue. SH to research.	SH
277	Sign for New Barn Lane Deferred to next meeting. NA to chase. Sign on Windyridge Road - defaced again. This has been reported to CBC and a team will attend soon to repair the sign.	NA
278	Tennis Management <ul style="list-style-type: none"> • The courts have been cleaned. • JG to liaise with CH regarding applying for a grant for the resurface of the courts and the recycling of balls scheme. • A budget of £600 was approved for the purchase of a noticeboard for the tennis courts. • Renewal emails have gone out to all present members. The following have been renewed: 32 adults, 6 juniors and 0 children. 	JG

279	<p>Pavilion Development & Car Park</p> <p>MH outlined the recent pavilion development working group meeting:</p> <ol style="list-style-type: none"> 1) Phase 3 will be close to budget. 2) Idsall Drive car park sale now complete, funds of approx. £40,000 are due to PPC. JT to produce invoice for CBC. 3) Electricity cable laying is scheduled for the week of April 22nd to provide power to the new groundsman's building. The decision was taken to go for 10cm cable rather than 6cm, at a cost of £450 rather than £269. In addition, a conduit will be laid above the cable to facilitate additional services later if required. 4) Mains water - the decision was taken not to add mains water to the new building, which is due to arrive week commencing May 6th. Water butts will be added later. 6) Outside water tap will be replaced and a lockable cover added along with a 100m hose on a 4-wheeled trolley to allow washing of equipment etc. 7) Palisade fencing (height 2.4m) required to secure the new Groundsman's compound. Facman approved this expenditure. 8) Shelving at a cost of approx. £215, along with a 8x6 ft shed (£500) will be added inside the building providing the Groundsman's with adequate facilities. 9) The contractors erecting the Kit Building will be allowed to work over a weekend, if necessary, as there will be PPC members available to allow them access by opening the vehicle height restrictor. 10) Total spend for this phase is now estimated to be £33,000, compared to budget of £30,000 which was estimated 2 years ago and was deemed acceptable in the current climate. 	JT
280	<p>Inspection of the Playground – update</p> <p>CBC attended the playground and fixed the mechanism in the gate. Inspection report circulated prior to the meeting.</p> <p>Meeting arranged with CBC to inspect the playground and discuss expenditure going forwards on 18.04.23.</p>	
281	<p>Tree Survey</p> <p>MH has sent an email to a contact at GCC but has received no response.</p> <p>It was noted that a tree had fallen over the path and this has been cleared. Also, councillors from PPC removed a bench thrown in the brook and relocated it to the small orchard on the opposite side of the path.</p>	
282	<p>Dog Poo Bag Dispensers</p> <p>400 bags initially purchased. It was noted that these bags have now nearly gone and are not being replaced by residents. The purchase of more bags was considered. JG, SA and SH to review the dispensers.</p> <p>It was agreed that the scheme should be advertised on social media and on the website.</p> <p>It was noted that signs have been put up along the pathway from St Mary's School stating that people would be fined if they did not pick up after their dog. The dog warden did visit the PPC office and he put up similar signs in the Prestbury Playing Field.</p>	HEB
283	<p>Village Green – update</p> <p>The groundsman has stated that he would need help to dig holes in the concrete at the village green. An outside contractor was discussed. JG to liaise with LL regarding any contacts.</p>	JG
284	<p>MUGA</p> <p>Update from HB on brush – deferred.</p>	

285	Car Park Covered under item 279.	
286	Memorial Benches Deferred to next meeting.	
287	Drains An emergency occurred with the partial collapse of the drain under the groundsman's yard. MH , in consultation with the clerk, approved emergency expenditure to repair the drain before the return of Little Explorers. JEM drains are repairing the drain tomorrow.	
288	Playing Field Running Track It was noted that the track has deteriorated further with the constant rain. Blakedown dug up a small area next to the running track to assess for necessary repairs and noted that the reason the track was sinking was because there was no foundation, the track has been laid straight onto the mud. Blakedown stated they could repair parts of the track but could not guarantee that the surface would not sink again. LL to speak to Caloo. HEB to put out more signs warning of the sink holes.	
289	Old MUGA – update JG to liaise with the groundsman regarding re-seeding.	JG
290	Wildflower Garden Sensory garden meeting to take place at 12.30pm today. JG met with Purple Shoots last week and identified an area for their raised bed. CK marked the area out with stakes. JG has drafted an agreement with Purple Shoots that they need to sign (similar to the agreement with Modica). SA requested an additional clause which states that there will be minimal impact on the immediate residents to the raised bed in particular noise levels to be kept to a minimum.	
291	New Noticeboard Roberts Road JG spoke to the groundsman and the noticeboard is beyond repair and needs replacing. Approval was given for expenditure up to £600 for the purchase of a new noticeboard. HEB to action after seeking advice from CK on the requirements.	HEB
292	Defibrillator for Noverton JG has identified a possible location subject to confirmation from the resident.	
293	Insurance Renewal <ul style="list-style-type: none"> • Approval granted for the payment of £431.50 for the tractor insurance. • JT to update main insurance requirements and seek further quotes. 	JT
270	Matters for Consideration (not to be discussed) <ul style="list-style-type: none"> • It was noted that the office is extremely busy at the moment. • Planter for Windyridge Road – JG to research • Signs for Robson Field • Aluminum goalposts • CK to paint benches at racecourse and memorial. 	
	The meeting closed at 11.43am	
	Date of next meeting: 13th May 2024 10am	