

**OLD BASING & LYCHPIT PARISH COUNCIL
MINUTES**

Meeting: FACILITIES MANAGEMENT COMMITTEE
Date: 21 September 2021
Location: Pavilion Committee Room
Time: 7.30 pm
Members Present: Cllrs. R Barker (Chairman), K Tuck, R Doust,
M Campbell, S Grassi, J Robinson, S Brown
S Richardson (Grounds & Facilities Manager)
Members Absent: A Renwick,
In Attendance: Mrs S Tuck (Clerk), L Orvis (Finance Officer)
2 representatives from the Tennis Club (Chairman and Treasurer)

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies were received from Cllrs Renwick who is on leave.	
2.	CONFIRMATION OF MINUTES Minutes of the meeting held on 20 July 2021 had been circulated and were agreed as a true record of the business conducted	
3.	DECLARATIONS OF INTEREST There were no Declarations of Interest.	
4.	PUBLIC PARTICIPATION SESSION The Chairman resolved to suspend Standing Orders and the Tennis Club representatives were invited to expand on the proposal for floodlighting circulated in advance of the meeting. The Club Chairman explained the reasons for considering the installation of floodlighting on the courts was to make the club more competitive with other clubs and boost membership by extending the playing season. The proposal details the specific requirements and the Club's action plan. The Club is seeking the Parish Council's agreement prior to applying for planning permission. The Club is confident it has or will be able to arrange sufficient funds without needing recourse to a loan. In answer to queries: The anticipated cost is approx. £50k. There is likely to be a need to drill into the court surface and outside the perimeter fence. The proposal shows photos of similar lighting at Preston Candover. The Club currently has 120 members and expects to attract a further 20 or so members. Parking is not considered an issue as this is rarely a problem and the additional members would not add to this as only a certain number can play at the same time. A power source needs to be explored further and the Club would cover all costs. A bat survey would also need to be carried out.	

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	The Committee expressed reservations on setting a precedent for other clubs wishing to install similar lighting but agreed to vote “in principle” on the proposal – see Item 11.1 below. The Chairman resolved to resume Standing Orders.	
5.	CHAIRMAN’S COMMUNICATIONS No Chairman’s items.	
6.	MONTHLY MONITORING REPORT <ul style="list-style-type: none"> • Tennis Club – The joint Lease for the Clubhouse and Courts has been drafted by the solicitors. The Parish Council comments have been submitted and the Club is currently reviewing. Court resurfacing – completed with one or two minor issues to be resolved. • Archery Club SLA & Lease Review – Lease prepared and awaiting dated copies from the solicitors. • Allotment & Cemetery Notice Boards – installed. Close. • Archery Club exclusive use charges – agreed. Close. • Memorial Cherry Tree - Too early in year to plant - Ongoing. • Cricket Square replacement works – Contractors attending site on Monday. • Tarmac at rear of workshop - Awaiting for date for work to start. • DofE Memorial Oak. With Borough Council - Clerk to chase. • Additional seating at recreation ground. Close. 	Clerk
7.	GROUNDS & FACILITIES MANAGER’S REPORT The Bowling Green mower packed up at the end of August and was not worth repairing. The Grounds Manager is using his own company’s mower. The post & rail fencing is now installed at the Village Hall.	
8.	LYCHPIT COMMUNITY HALL Cllr Doust asked the Clerk to arrange a date for a Lychpit Working Group Meeting in November to discuss Lease renewal.	Clerk
9.	ALLOTMENTS No items.	
10.	CEMETERY No items.	
11.	CLUBS & ORGANISATIONS <ul style="list-style-type: none"> 11.1 An email and proposal from the Tennis Club for floodlighting on courts 2,3,4 was received and discussed with the Club’s representatives during the public participation session (Item 4). It was acknowledged that regardless of a decision by this Committee any planning application would be considered by the Parish Council’s Planning Committee. A vote “in principle” for the proposal was therefore taken and carried by 5 votes to 2. 11.2 Councillors were advised of the unauthorized use of the front of the recreation grounds by a local football club. The Clerk will ascertain 	Clerk

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	details of the Club with a view to obtaining signed Conditions of Use to ensure such use is correctly managed.	
12.	MISCELLANEOUS MATTERS	
12.1	A Xylem quote for tankering the pumping station was received and noted. Councillors considered this far too expensive and agreed to a considerably cheaper verbal quote from Hartley Services who have been used in previous years. The contract with Xylem will be reviewed when it expires and a quote obtained from Hartley Services – Clerk to check expiry date. It was suggested that “No baby Wipes” signs are displayed in the public toilets.	Grounds Mgr Clerk
12.3	A quote for repairs to the damaged wet-pour surfaces under 3 items of play equipment was received and noted. The Grounds Manager explained that he had requested quotes from 3 other companies (Wickstead, Kompan & Redlynch Leisure) but none of these had responded. He explained the extent of the works and the urgent need for this to be carried out. It was suggested that the equipment is fenced off and closed pending repairs. Funds are available for the repairs within the Facilities Management budget and Cllr Doust proposed carrying out the repairs to all 3 areas – all voted in favour. A vote was also taken on whether or not to close off the equipment pending repairs – all voted in favour.	
12.3	A quote from A Sewell for work to provide additional electrical sockets following the staff move into the committee room was received and agreed.	
12.4	A quote for renewal of the Motor Insurance for the tractor and Iseki mower was received and noted.	
13.	CONFIDENTIAL ITEMS	
	No items.	
	Meeting closed at 20.25 hrs.	

SIGNED:.....

DATED:.....