



## OLD BASING & LYCHPIT PARISH COUNCIL

### FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES

**Meeting Date:** TUESDAY 21 MARCH 2023  
**Location:** PARISH OFFICE, OLD BASING  
**Time:** 7.30 PM  
**Members Participating:** Councillors S Brown (Chairman), A Renwick, R Doust, P Bloyce, S Grassi, M Campbell  
**Members Absent:** Cllr K Tuck  
**In Attendance:** Mrs S Tuck (Clerk); Cllr D Whiter; 1 member of the Archery Club

Item No	Item	Action
1.	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from Cllr Tuck who is attending another meeting.	
2.	<b>CONFIRMATION OF MINUTES</b> Minutes of the meeting held on 17 January 2023 had been circulated in advance and were <b>agreed as a true record of the business conducted.</b>	
3.	<b>DECLARATIONS OF INTEREST</b> No declarations of interest.	
4.	<b>CHAIRMAN'S COMMUNICATIONS</b> No items.	
5.	<b>PUBLIC PARTICIPATION SESSION</b> The Archery Club representative did not wish to address the meeting.	
6.	<b>MONTHLY MONITORING REPORT</b> <ul style="list-style-type: none"><li>Tennis Club Lease – Further changes have been made which the Clerk will discuss with PC solicitors.</li><li>LH heating system – survey and assessment of lifespan - Corrigenda contacted – <b>awaiting response.</b></li><li>Jubilee Trees at recreation ground – Larkstel quote received – 2 further quotes required for S106 funding – Hortus Loci &amp; Hilliers contacted – Hilliers quote for supply only also received. <b>Clerk to follow up.</b></li><li>Cottage Water Tank – drain &amp; connect to mains – <b>Clerk to obtain quote and progress on change of tenant.</b></li><li>Cottage Water Leak – <b>new pipe &amp; check meter installed.</b></li></ul>	Ongoing Ongoing Ongoing Remove Close
7.	<b>CLUBS &amp; ORGANISATIONS</b> 7.1 3 applications were received for football at the recreation ground for the 2023/24 season starting in September and were accepted.	

Item No	Item	Action
7.2	<p>Cllr Bloyce wished to minute that the PC should not deviate from what has already been agreed as reasonable use of the grounds.</p> <p><b>The Chairman proposed leaving the decision to the Clerk &amp; Grounds Manager. Proposal agreed.</b></p> <p>The Carnival Committee's request to use the recreation ground and tea room for the Carnival on 17 June 2023 was <b>agreed.</b></p>	Clerk
8.	<p><b>ALLOTMENTS</b></p> <p>No items. The first inspection for 2023 is on Monday (27 March).</p>	
9.	<p><b>LYCHPIT COMMUNITY HALL</b></p> <p>9.1 A quote from Corrigenda for £14,430.00 to replace the main heating controller was received. The Clerk is seeking further information from Corrigenda regarding the heating system generally but has, to date, had no response. The Chairman proposed preparing an interim plan for the heating system to provide a basis for discussions with HCC when the Lease is due for renewal. <b>All agreed.</b></p>	
10.	<p><b>CEMETERY</b></p> <p>No items. The first Cemetery inspection for 2023 is on Tuesday (28 March) .</p>	
11.	<p><b>MISCELLANEOUS MATTERS</b></p> <p>11.1 Annual Play Inspection Reports for the recreation ground and Belle Vue were <b>received</b>. The Clerk confirmed that, following repairs recently carried out, there were no items of concern other than that minuted in 11.2 below.</p> <p>11.2 The Spinning Bowl has been removed for safety reasons. Replacement would cost in the region of £8k or repairs would be £1,362.00. As this is a popular item of equipment and with summer approaching, <b>Cllr Renwick proposed going ahead with repairs subject to budget being available. Proposal agreed.</b></p> <p>11.3 A report by Cllrs Brown and Whiter on recommendations by CLPM to reduce the carbon footprint of Parish Council buildings was received. Cllr Brown said CIL funding has been allocated to support some of the work. <b>The Chairman's proposal to seek full Council agreement to the Action Plan contained in the report and to agree a timescale to obtain quotes was agreed.</b></p> <p>11.4 Councillors were advised that the fence running along Oliver's Battery adjacent to The Street was rotten and broken in places. After confirmation that budget is available a <b>quote for £1500.00 from R&amp;G fencing to replace all 50 metres of the fence was agreed.</b></p>	
12.	<p><b>CONFIDENTIAL ITEMS.</b></p> <p>No items.</p>	
<p><b>Meeting closed at 20.21 hrs.</b></p>		

SIGNED:.....

DATED:.....