



OLD BASING & LYCHPIT PARISH COUNCIL

FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES

Meeting Date: TUESDAY 2 MAY 2023

Location: PARISH OFFICE, OLD BASING

Time: 7.30 PM

Members Participating: Councillors S Brown (Chairman), A Renwick, R Doust, P Bloyce, S Grassi, K Tuck

Members Absent: Cllr M Campbell

In Attendance: Mrs S Tuck (Clerk); L Orvis (Finance Officer) & 1 member of the public

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies were received from Cllr Campbell who is attending another meeting.	
2.	CONFIRMATION OF MINUTES Minutes of the meeting held on 21 March 2023 had been circulated in advance and were agreed as a true record of the business conducted.	
3.	DECLARATIONS OF INTEREST No declarations of interest.	
4.	CHAIRMAN'S COMMUNICATIONS The Chairman advised Councillors of an email from a Tennis Club member received by the Clerk and addressed to all Councillors. The Clerk will forward this to Councillors for information.	
5.	PUBLIC PARTICIPATION SESSION Resident attending out of interest.	
6.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> Tennis Club Lease – final changes are now with the solicitors. 	Ongoing
	<ul style="list-style-type: none"> Jubilee Trees at recreation ground – Larkstel quote received – 2 further quotes required for S106 funding – Hortus Loci & Hilliers contacted – Hilliers quote for supply only also received. To also include Oak Tree at Lychpit to commemorate the Coronation. Clerk to follow up. 	Ongoing
	<ul style="list-style-type: none"> Football 2023/24 Season – The 3 clubs agreed have been sent application forms – 1 returned to date. 	Close
	<ul style="list-style-type: none"> Repairs to spinning bowl – parts ordered. 	Close
	<ul style="list-style-type: none"> CLPM Report – Action Plan agreed. Full PC item. 	Close
	<ul style="list-style-type: none"> Replacement fence along Oliver's Battery – work to commence 12 June. 	Close

Item No	Item	Action
7.	CLUBS & ORGANISATIONS No items.	
8.	ALLOTMENTS No items.	
9.	LYCHPIT COMMUNITY HALL 9.1 The Clerk’s report detailing the problems with the heating system was noted and the Chairman updated Councillors following a visit earlier today by Corrigenda to repair the leaking manifold and the discussion with the company’s Mechanical Supervisor who has visited to inspect the control panel. It is expected that the repairs to the manifold will help alleviate the problem with the control panel and that replacement parts for the panel will get the system working again. Corrigenda has also been asked to quote for a replacement pump. The Chairman proposed that, to avoid further delays, Councillors delegate authority to him and the PC Chairman to agree the repairs/replacement equipment up to a value of £4,500. Proposal seconded by Cllr Renwick and agreed. 9.2 A quote from Dorrell Sports Flooring of £1950.00 to refurbish the hall floor was received. The Chairman proposed accepting the quote and for the work to be carried out in August when the hall was available and the floor had dried. Proposal agreed.	
10.	CEMETERY No items.	
11.	MISCELLANEOUS MATTERS 11.1 Three quotes for a replacement multi-play unit at the Belle Vue play area were received and noted. As all were of a similar value and within the earmarked reserves for the item, the Clerk suggested seeking votes from playground users via the local Facebook page. All agreed. 11.2 The Clerk explained that, despite several reminders about compensation for the damage to the recreation ground caused by his pigs, no response had been received. He had indicated he wished to settle the claim direct and therefore this had not been registered with the Council’s insurers. When asked what further action they wished to pursue, Councillors suggested he is asked to “make an offer”.	Clerk
12.	CONFIDENTIAL ITEMS. No items.	
Meeting closed at 20.10 hrs.		

SIGNED:.....

DATED:.....