



OLD BASING & LYCHPIT PARISH COUNCIL

FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES

Meeting Date: TUESDAY 19th SEPTEMBER 2023
Location: PARISH OFFICE, OLD BASING
Time: 7.30 PM
Members Participating: Councillors S Brown (Chairman), R Doust, P Bloyce, S Grassi, K Tuck,
Members Absent: Cllr M Campbell
In Attendance: Mrs S Tuck (Clerk); L Orvis (Finance Officer)

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies were received from Cllr Campbell.	
2.	CONFIRMATION OF MINUTES Minutes of the meeting held on 18 th July 2023 had been circulated in advance and were agreed as a true record of the business conducted.	
3.	DECLARATIONS OF INTEREST There were no declarations of interest.	
4.	CHAIRMAN'S COMMUNICATIONS There were no Chairman's communications.	
5.	PUBLIC PARTICIPATION SESSION There were no members of the public present.	
6.	MONTHLY MONITORING REPORT <ul style="list-style-type: none">Lychpit Hall heating system – revised quote agreed to repair control panel – work should have taken place in August – awaiting confirmation. Quote to replace faulty pump also awaited.Trees – £3k CIL funding allocated – awaiting quote from Larkstel.Lychpit Hall floor repairs/refurbishment – completed.Multi-play unit at Belle Vue – installedPig damage – no response from farmer. Small Claims Court to be considered. Clerk to request £1k contribution.Bowls Club Irrigation System – Club is meeting on Thursday to discuss.Allotment Plot 45 – to be reviewed at October inspection.CCTV – Lychpit Hall – consider again once work completed at recreation ground with a view to re-using cameras.	Ongoing Ongoing Close Close Ongoing Ongoing Ongoing Ongoing

Item No	Item	Action
	<ul style="list-style-type: none"> Security at Recreation Ground – All work agreed and awaiting installation date. 	
7.	FACILITIES MANAGEMENT BUDGET 2024/25	
7.1	<p>Draft budget figures agreed between the Clerks, Finance Officer and Cllr Brown (Chairman) were presented to the Committee for consideration and recommendation to the Finance & Resources Committee. The following points were discussed:</p> <p>Fees and charges – no amendments to draft.</p> <p>Facilities Management Income – consider re-introducing the £200 ground rent charge for the Village Hall (suspended due to Covid). Budgeted increase in income is approx. 13.8% and budgeted overall expenditure at £226k is an increase of approx. 10%.</p> <p>Based on the above the FM Budget was agreed.</p>	
8.	CLUBS & ORGANISATIONS	
8.1	A schedule of football bookings for the 2024/25 season was noted.	
9.	ALLOTMENTS	
9.1	No items.	
10.	CEMETERY	
10.1	No items.	
11.	LYCHPIT COMMUNITY HALL	
11.1	No items.	
12.	MISCELLANEOUS MATTERS	
12.1	<p>A recommendation to disconnect the two electricity meters serving the workshop and pumping station and connecting these to the Pavilion meter to reduce the standing charge was received together with a quote from SSE for £796.64 (ex VAT). It is expected this cost will be recouped within 12 months. All agreed the work should go ahead.</p>	Clerk
12.2	<p>The Clerk reported that the trailer store which is no longer used by the grounds maintenance team is now becoming dilapidated and will be removed and the area at the rear cleared of debris.</p>	
13.	CONFIDENTIAL ITEMS.	
	No items.	
Meeting closed at 20.30 hrs.		

SIGNED:.....

DATED:.....