



## OLD BASING & LYCHPIT PARISH COUNCIL

### FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES

**Meeting Date:** TUESDAY 19<sup>th</sup> MARCH 2024  
**Location:** PARISH OFFICE, OLD BASING  
**Time:** 7.30 PM  
**Members Participating:** Councillors S Brown (Chairman), R Doust, P Bloyce, S Grassi, K Tuck, M Campbell, A Renwick  
**Members Absent:**  
**In Attendance:** Mrs S Tuck (Clerk); Cllr D Neat (observing); 1 Archery Club representative; Mr L Orvis (Finance Officer)

Item No	Item	Action
1.	<b>APOLOGIES FOR ABSENCE</b> There were no apologies for absence. <b>The Chairman welcomed our new Councillor, Daniel Neat, who was attending the meeting as an observer.</b>	
2.	<b>CONFIRMATION OF MINUTES</b> Minutes of the meeting held on 23 <sup>rd</sup> January 2024 had been circulated in advance and were <b>agreed as a true record of the business conducted.</b>	
3.	<b>DECLARATIONS OF INTEREST</b> There were no declarations of interest.	
4.	<b>CHAIRMAN'S COMMUNICATIONS</b> There were no Chairman's communications.	
5.	<b>PUBLIC PARTICIPATION SESSION</b> the Archery Cub representative confirmed the reviewed SLA had been signed and that the Club would require exclusive use during the 2025/25 winter season. She also asked when the grounds contractor would carry out line painting. Clerk to check and advise.	Clerk
6.	<b>MONTHLY MONITORING REPORT</b> The monthly Monitoring Report was received and a copy is attached to these Minutes.	
7.	<b>RECREATION GROUND</b> <b>7.1</b> A report on use of the recreation grounds and other facilities during the winter season and specifically use of the football pitches was <b>received and noted.</b> Councillors were pleased to also note that the current football teams had been very respectful of the grounds during	

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	<p>what has and continues to be a very wet season. Based on the information provided and the planned installation of energy saving measures in the coming months affecting the supply of hot water to the showers <b>it was unanimously agreed it was more cost-effective to promote use of the grounds for junior football, at least for the 2024/25 season, but that this decision should be reviewed annually.</b></p> <p><b>7.2</b> Quarterly Inspection Reports by the Play Inspection Company relating to the recreation ground and Belle Vue play areas were <b>received and it was noted that all points raised were either low or very low risk.</b></p>	
<b>8.</b>	<p><b>CLUBS &amp; ORGANISATIONS</b></p> <p><b>8.1</b> The Chairman reported on the meetings with the Archery, Cricket and Tennis Clubs and confirmed that no major issues were raised. Reports of those meetings had been circulated in advance of the meeting and were <b>noted.</b></p>	
<b>9.</b>	<p><b>ALLOTMENTS</b></p> <p><b>9.1</b> The Clerk reported that the allotment inspection due to take place earlier in the day had been postponed due to poor weather however the current situation relating to available plots is as follows: 10 plots had been re-let since the start of the year. 5 plots are still to be let (includes 2 additional plots created following clearance of plot 45 and 1 currently under offer) There are 5 people on the wait-list.</p>	
<b>10.</b>	<p><b>CEMETERY</b></p> <p><b>10.1</b> The Clerk reported that the cemetery inspection took place the previous day. Christmas items were removed. As expected, the ground is very waterlogged, particularly on the railway side.</p> <p><b>10.2</b> A map produced by the CDS group of the areas prone to drainage issues was <b>received and noted.</b> Recommendations on how to alleviate this are still awaited following a discussion between CDS and Stephen Richardson.</p> <p><b>10.3</b> Two quotes from Larkstel for landscaping around the Cemetery car park were noted. One is for formal planting of deer and rabbit resistant shrubs and the other for wildflower planting. The benefits or otherwise of both types of planting were discussed with the formal planting considered to be preferable for this particular area. <b>All voted in favour of a proposal for formal planting the cost of which would be in the region of £5,000 to be covered by CIL funding.</b> Cllr Tuck will offer planting suggestions.</p>	<p style="text-align: right;"><b>KT</b></p>
<b>11.</b>	<p><b>LYCHPIT COMMUNITY HALL</b></p> <p>No items.</p>	
<b>12.</b>	<p><b>MISCELLANEOUS MATTERS</b></p> <p><b>12.1</b> A report by Cllr Whiter relating to problems with a wall of a former coal bunker at the Cottage was received and noted. Of 3 quotes requested, 2 had been received and <b>the quote from Harris Building &amp;</b></p>	

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	<b>Roofing Services, a company recommended by the letting agents, was agreed.</b> Clerk to contact the builder to authorise the work	<b>Clerk</b>
<b>13.</b>	<b>CONFIDENTIAL ITEMS.</b> No items.	
<b>Meeting closed at 20.21 hrs.</b>		

SIGNED:.....

DATED:.....