



OLD BASING & LYCHPIT PARISH COUNCIL

FACILITIES MANAGEMENT COMMITTEE MEETING MINUTES

Meeting Date: TUESDAY 14TH MAY 2024
Location: PARISH OFFICE, OLD BASING
Time: 7.30 PM
Members Participating: Councillors S Brown, R Doust, P Bloyce, K Tuck, M Campbell, A Renwick
Members Absent:
In Attendance: Mrs S Tuck (Clerk); Mr L Orvis (Finance Officer); Chairman of OB Cricket Club

Item No	Item	Action
1.	APPOINTMENT OF CHAIRMAN & VICE-CHAIRMAN Election of Chairman: Cllr R Doust had been nominated and seconded. No other nominations were received and Cllr Doust was elected by a unanimous vote and took the Chair. Election of Vice-Chairman: Former Chairman, Cllr S Brown had been nominated and seconded. No other nominations were received and Cllr Brown was elected Vice-Chairman by a unanimous vote.	
2.	APOLOGIES FOR ABSENCE There were no apologies for absence.	
3.	TERMS OF REFERNECE The Terms of Reference were reviewed and agreed with no amendments.	
4.	CONFIRMATION OF MINUTES Minutes of the meeting held on 19 th March 2024 had been circulated in advance and were agreed as a true record of the business conducted.	
5.	DECLARATIONS OF INTEREST Cllr Doust declared an interest as a member of the Bowls Club.	
6.	CHAIRMAN'S COMMUNICATIONS An email from Larkstel voicing concerns re the Bowls Club irrigation system had been circulated to all members in advance of the meeting together with related historical information to be noted. Cllr Doust explained that the Club had unsuccessfully tried to address problems with the electrics required to operate the irrigation system. The Clerk reported that she had today spoken to the Club's Greens Manager who confirmed that an electrician is now booked to replace a component suspected of causing the problem following which they will re-book	

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	<p>Irrigation Technical Services to re-commission the system. However, it is uncertain that this component will resolve the problem and he will report to the Clerk and/or Larkstel early next week when the situation is clear.</p> <p>Cllr Brown commented that a similar problem could arise in the future and suggested meeting with club representatives to discuss ownership of the irrigation system and ongoing management. Clerk to arrange meeting.</p>	Clerk
7.	<p>PUBLIC PARTICIPATION SESSION</p> <p>The Chairman welcomed the Chairman of the Cricket Club and Item 10.1 was brought forward to this session for discussion.</p> <p>The Club Chairman outlined the problems with both the nets and surface and explained the reason for only one quote being obtained (from Slatter Cricket & Play) as it had laid the original underlay and were ECB approved. He indicated that, if required, the Club would pay for new netting if Council can cover the cost of resurfacing.</p> <p>It was noted that the facility had been installed in 2007 with funding from the Borough Council with a stipulation that it is not exclusive to the Club but also open the public. Members therefore agreed the full cost of replacing the nets and surface should be borne by the Council.</p> <p>The Club Chairman explained that, due to Slatter’s other commitments and the cricket season now being under way, no work could commence before the Autumn and possibly should be deferred until early 2025 in time for the 2025 cricket season.</p> <p>A recommendation for CIL funding covering Option 2 + a & b of the quote from Slatters totalling £7368.00 will be made to the Finance & Resources Committee in July.</p>	
8.	<p>MONTHLY MONITORING REPORT</p> <p>The monthly Monitoring Report was received and a copy is attached to these Minutes.</p>	
9.	<p>RECREATION GROUND</p> <p>No items.</p>	
10.	<p>CLUBS & ORGANISATIONS</p> <p>10.1 An email from the Chairman of the Cricket Club regarding damage to the cricket nets and requesting funding support from the Parish Council was received together with the Clerk’s report and photographs of damage to the artificial surface.</p> <p>This item was discussed under Item 7 above.</p>	
11.	<p>ALLOTMENTS</p> <p>11.1 A request from Cllr Tuck that the allotment rules should be reviewed and in particular the decision regarding ponds and the height of trees was received. Members were conscious that the rules had only been reviewed in 2022 and decided to postpone a further review until 2026. Such review should be in consultation with allotment holders.</p>	
12.	<p>CEMETERY</p> <p>12.1 The Clerk’s report and information relating to drainage at the Cemetery was received and noted. all agreed that it is highly likely</p>	

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	the flooding would get worse in the future and that it should be addressed now. The Clerk will obtain further quotes for remedial work based on the specification provided by Larkstel.	Clerk
12.2	A request for a headstone of a different design to those in the main area of the cemetery was received. Members noted that the adjacent grave for the same family is in a separate area of the cemetery from others and has a similar headstone to that now proposed. On this basis the request was granted.	
12.3	An inscription request from a relative without a Change of Ownership form was received. The exceptional circumstances relating to the lack of relevant paperwork were noted and the request was granted.	
13.	LYCHPIT COMMUNITY HALL No items.	
14.	MISCELLANEOUS MATTERS No items.	
15.	CONFIDENTIAL ITEMS. No items.	
Meeting closed at 20.30 hrs.		

SIGNED:.....

DATED:.....