

OLD BASING & LYCHPIT PARISH COUNCIL
MINUTES of the FACILITIES MANAGEMENT COMMITTEE MEETING
Held on TUESDAY 29 MAY 2018 in the Pavilion, Old Basing

MEMBERS PRESENT: Councillors V Riley-Shaw, S Durman, M Oszczyk, P Bloyce, C Millett, R Doust

MEMBERS ABSENT: Councillors B Waller, K-A Chamberlain,

IN ATTENDANCE: Mrs S Tuck (Clerk), S Richardson (Grounds & Facilities Manager), Mr L Orvis (Finance Officer)

1. ELECTION OF CHAIRMAN & DEPUTY

1.1 Councillor Riley-Shaw was **unanimously re-elected as Chairman.**

1.2 Councillor Durman was **unanimously re-elected as Deputy Chairman.**

2. APOLOGIES FOR ABSENCE

Apologies received from Cllr Waller who wished to step down from the Committee and Cllr Chamberlain. The Chairman welcomed Cllr Doust to the Committee.

3. CONFIRMATION OF MINUTES

The Minutes of the meeting held on 17 April 2018 had been circulated and were **agreed** as a true record of the business conducted.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. TERMS OF REFERENCE

The Terms of Reference were **reviewed and agreed with no changes.**

6. PUBLIC PARTICIPATION SESSION

There were no members of the public present.

7. CHAIRMAN'S COMMUNICATIONS

A letter from Loddon Sports Junior FC expressing appreciation for the services of the grounds staff was read by the Chairman.

8. MONTHLY MONITORING REPORT

Replacement water tanks in the Pavilion – awaiting date from contractors - **ongoing.**

Footpath between Church Lane & Crown Lane – CM to discuss with footpaths officer regarding possible upgrading – **ongoing.**

Wood chippings on allotments – situation has improved – SR to monitor – **close.**

Memorial Bench for Cricket Club – received and will be installed before Carnival Day – **close.**

Belle Vue Play Area – risk of travellers – no progress – **ongoing.**

9. LYCHPIT COMMUNITY HALL

No items.

10. GROUND & FACILITIES REPORT

No items.

11. ALLOTMENTS

- 11.1 There are currently 5 unlet plots – 2 enquiries received this week. It was **agreed the office should have discretion to let plots to non-parishioners living just outside the parish border but that one plot should always be available for residents.**

12. **CEMETERY**

- 12.1 A request for a variation on the current memorial plaques in the Garden of Remembrance was considered and discussed at length. Whilst not objecting to the design, members felt a relaxation of the rules would lead to more requests resulting in similar problems to those experienced in the main Cemetery previously. It was therefore **agreed the current ruling should stand and the request was rejected.**

The Clerk advised that supplies of the Cemetery Rules & Regulations booklet were low and **it was agreed these should be reviewed and updated as necessary. ACTION: CLERK**

13. **CLUBS & ORGANISATIONS**

- 13.1 The expiry of the Archery Club Lease on 1 May was noted. Cllr Durman will review the Lease prior to any action being taken. **ACTION: SD**
- 13.2 The revised date of 18 July for a meeting to review the Tennis Club Lease was noted. The meeting will start at 7pm. MO/SD/VRS/CM and the Clerk will attend. SR is unable to attend. Clerk to advise Tennis Club. **ACTION: CLERK**

14. **RECREATION GROUNDS**

- 14.1 Hire of the MUGA for training by the new junior football team from end August until October at a cost of £10.00 per hour was **noted.**

15. **MISCELLANEOUS MATTERS**

- 15.1 Cllr Millett has been on leave but will follow up on the footpaths issue raised by Cllr Cubitt at the last Parish Council meeting. **ACTION: CM**
- 15.2 The Clerk advised that some S106 funding for play areas is available but needs to be taken up as soon as possible. The following items were agreed:
Belle Vue Play Area – 1 picnic bench with disabled access and 1 standard bench. The standard bench to be sited within the play area and the picnic bench outside. The Clerk will write to residents overlooking the area to ensure they are happy with arrangement. **ACTION: CLERK**
Recreation Ground – A play trail or a wheelchair accessible roundabout, a talking waste bin (bird) and a picnic bench. Grounds & Facilities Manager to obtain quotes. **ACTION: SR**

There were no other matters for discussion and the meeting closed at 8.48 p.m.

Signed

Dated