**Minutes of the Facilities Committee meeting held at The Gladys Bevan Hall**

**on Tuesday 12th April 2022 at 7pm**

**Present:** Councillors:C. Warren (Chairman), J. Cannon, A. Chilver, B. Harber, F. Heaver

**Also, present:** Clerk: Celia Price, Councillor: C. Deadman, Maintenance Manager: John Young, Tree Warden: Stephie Shorey

**Members of the Public**: None

**F:0422:01 Apologies for absence**

 Apologies for absence were received from Cllr Birnstingl and Cllr Kardos.

**F:0422:02 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011)

**F:0422:03 Minutes of the last meeting**

The minutes of the Facilities Committee meeting held on [8th February 2022](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/Ea7io_n6rdNMoD5Oe1ppq6EBSp5NYeUFv9peCFGK7KcLaA?e=0BZcuJ) were approved as a true record. Proposed Cllr Heaver, seconded Cllr Chilver and agreed.

**F:0422:04 Public Adjournment**

None present

**F:0422:05 Tree Warden Report**

 The Tree Warden gave an overview of her [report](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EUtt3-2qIWxEsP6RYt4kmgoBXczaqe7Q-vQS7erhGnbigw?e=rAWJfg), highlighting the fallen tree on Saltings Field. A tree surgeon has been appointed and work will be caried out by the end of April at a cost of approximately £170.00 (this includes the removal of the tree). She also reported that the tree work at Hyde Street Green has been successfully completed.

 Cllr Warren asked if tree guards could be placed around the trees on the verge in Small Dole to prevent strimmer damage.

**F:0422:06** **Queen’s Green Canopy**

The Clerk advised that to apply for a grant both the location and species must be agreed in advance. Various options were discussed, and it was agreed the best place would be to plant the trees between High Trees roundabout and the houses heading into the village. It was acknowledged this is private land and Cllr Warren will approach the landowner.

Stephie Shorey volunteered to research the most appropriate trees considering the location and climate change.

The Clerk reiterated that this information is needed urgently to facilitate a grant application and advised of a 14 day deadline after which the grant application must be submitted,

**F:0422:07 Saltings Field**

The condition and maintenance responsibilities of the conservation area and particularly the ditches were discussed at length. The potential flood risk to properties due to the unmaintained ditches was also discussed. Both the Maintenance Manager and Tree Warden advised that the magnitude of the job requires specialist contractors and machinery. It is not suitable for a volunteer project, although, potentially, when cleared volunteers may be able to maintain it. The Maintenance Manager has also approached the Environment Agency for advice and is awaiting a response.

The good work of the Saltings Field Conservation group was acknowledged; however, it was agreed that the Facilities Committee propose to full council that UBPC take full responsibility for maintenance of Saltings Field going forward, consulting with the conservation group as required. Proposed Cllr Warren, seconded Cllr Harber and agreed.

It was also agreed that the Maintenance Manager, working with the Tree Warden will obtain quotes for the removal of saplings and the ditch clearance.

Cllr Cannon volunteered to liaise with Historic England with regard to the Ancient Monument status and will clarify the council’s responsibilities and any restrictions to works, whilst also asking if grants are available towards the costs of the proposed ditch work.

All acknowledged the risk of flooding due to the poor condition of the ditches and this will be added the Risk Register for monitoring.

Cllr Warren asked that the condition of the Ash trees by the main gate be re-assessed, and the Maintenance Manager will facilitate this.

**F:0422:08 Facilities**

The Maintenance Manager gave an overview of his [report](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ER0iiP3vtsNIjc5U7-tRNLYBGnxJBoWIcnf6w_YZQI-Dsg?e=Kcqnju). It was agreed that the bus stop in Small Dole be cleared of the books on a regular basis.

Cllr Harber asked if there is a waiting list for the allotments. This was confirmed, and the Maintenance Manager advised that inspections would be carried out at the end of April, with notice given to any unmaintained plots so they can be reallocated to those waiting.

**F:0422:09 Skatepark**

The Clerk advised that an emergency repair was carried out on Saturday so the skatepark remains usable over the Easter holidays. Two replacement boards will facilitate a permanent repair. During their visit on Saturday Radii Ramps advised the replacement of a total of six boards. The most cost-effective way of doing this is to have four boards replaced at a time. It is therefore proposed that four boards are replaced at one visit and a further two plus the annual maintenance be carried out during a second visit. The total cost for the emergency repairs, six replacement boards and annual service is estimated at approximately £2500. All agreed to recommend to full council that the cost is approved. Proposed Cllr Cannon, seconded Cllr Warren.

 In addition, the Clerk reported a substantial amount of offensive graffiti on the ramps. The Clerk has asked the Friends of Small Dole Skatepark to remove this.

 Finally, the Clerk advised that a draft lease has been received from Mackley’s. The draft lease will be forwarded to the committee for comment and a decision regarding the requirement of any legal advice.

**F:0422:10 Matters raised by Councillors**

All present passed on condolences following the sad news that Cllr Shaw had passed away. Cllr Shaw’s contribution to both the Facilities Committee and Full Council were acknowledged and it was agreed that a suitable commemoration for services to the community should be discussed at full council. The Clerk confirmed this will be an agenda item for the meeting on 19th April.

There being no other business. The meeting closed at 8:15pm

 Signed: Dated: