

# MARKS TEY PARISH COUNCIL



Minutes of the Parish Premises Committee Meeting 06 August 2020 at 3.00pm  
[www.essexinfo.net/marksteyparish](http://www.essexinfo.net/marksteyparish)

**PRESENT:**

**COUNCILLORS: -**

K EVANS  
A SPELLER  
K BARKER  
G WELLS

**IN ATTENDANCE:**

G HUMPHRIES (CLERK AND RFO)  
X2 REPRESENTATIVES FOR TADPOLES PRE SCHOOL

**2020/PCM011 Apologies for absence**

All members in attendance

**2020/PCM012 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests**

No declarations of Interest were received.

**2020/PCM013 Minutes**

Minutes from Premises Committee held on 19<sup>th</sup> March 2020 we **APPROVED** by the Members and duly signed by the Chair.

Proposed Cllr K Barker                      Seconded Cllr A Speller

**2020/PCM014 Public Session**

There were no members of the public present.

**2020/PCM014 Tadpoles**

Tadpoles discussed with members requirements regarding storage. Members relayed concerns regarding Shed structure including vandalism and outside space.

It was agreed that Tadpoles will submit a detailed proposal to the Clerk for consideration by Full Council, including specifications of the proposed shed, and their proposals for making it secure against theft and vandalism. Storage space for Tadpoles was discussed and it was confirmed that the garage storage space which Tadpoles was previously expected to clear will still be available for the foreseeable future if the space for the shed is not agreed.

**2020/PCM015 Maintenance Schedule**

Members reviewed maintenance schedule for remainder of 2020/2021 financial year. Members **APPROVED** for the following jobs to be Recommended to **Council for APPROVAL** to be completed with remaining Hall Maintenance Ear Marked Reserve:

- Main Hall Flooring – Deep clean
- Small Hall flooring to be replaced
- Main and Small Hall Foyer to be painted along with Shutter in Main Hall
- Main and Small hall fire doors to be re sealed and painted.
- Signage for the Field 'Private Land'
- Blinds for Main Hall fire doors

Proposed Cllr K Barker                      Seconded Cllr A Speller

**2020/PCM016 Playground Refurbishment**

Members received a report regarding playground refurbishment and **APPROVED** for the following to be Recommended to **Council for APPROVAL**.

- Proceed with Supplier Play Quip with the refurbished equipment cost of £35,670
- Complete the whole project including new swings
- Obtain fencing to stop access to the current large play equipment so the park can be opened before installation.
- Shortfall – continue with the request to Borough Councillors to help with the shortfall in funding the roundabout at the cost of £6870. Request remaining £871 from Section 106. Any shortfall in the project to be taken by a virement from Business rates budget line for financial year 2020/2021 to cover the remaining project.
- The Clerk will contact Ply Quip to say we wish to proceed at the earliest possible date subject to Full Council approval

Proposed Cllr K Barker                      Seconded Cllr K Evans

**2020/PCM017 Coggeshall Town Contract**

Members **APPROVED** amended Coggeshall Town Contract. Clerk to action and send to Coggeshall Town for approval and signing.

Proposed Cllr A Speller

Seconded Cllr G Wells

**2020/PCM018 Hiring of playing field**

Members discussed current issue regarding organised group using Council Private land. Members **APPROVED** new sign setting out expectations for the use of the playing field, including use by organised groups.

Proposed Cllr K Evans

Seconded Cllr G Wells

**2020/PCM019 Air Conditioning Units**

Members received a report regarding guards on the bottom of the outside units. Clerk to email the company and see if they will complete as gesture of goodwill. Alternative options will be investigated.

**2020/PCM020 Information Exchange, Clerks Report and Correspondence File**

**Chair's Report**

Nothing to report.

**Clerk's Report**

Clerk provided an update regarding plans for re-opening and the main change regarding Face Masks must be mandatory in the premises from 8<sup>th</sup> August.

**2020/PCM021 Chair to close the meeting.**

Meeting closed 5pm