

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 6<sup>th</sup> March, at 7.30pm, at Terling Village Hall**

---

**Present:** Mrs S McNamara  
Mr I Smith  
Mrs P Bird  
Mr R Dixon  
Mr T Lewis  
Mrs A Anderson  
Mrs L Sime

Mrs J Halfhide (Clerk)

ACTION

- 12.172 **Apologies for absence:** Apologies were received, and accepted, from Sheila Alder.
- 12.173 **Meeting Open to the Public**  
No members of the public were present.
- 12.174 **Minutes of Last Meeting**  
Cllr Michael Lager had also sent apologies but had been omitted from the minutes. PB proposed and LS seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 28<sup>th</sup> February 2012 were unanimously approved.
- 12.175 **Declaration of Interests**  
None.
- 12.176 **Approve Expenditure of up to £5000 for ground works and installation of goal posts at Terling Football Field**  
IS proposed that expenditure of up to £5,000 be approved for the initial phase of the ground works and the installation of the goal posts at Terling Football Field. Seconded by RD. Unanimously approved.  
The Chairman again thanked LS for securing a grant of £7,500 from ECC Big Society Fund which had to be spent by 31<sup>st</sup> March 2013 (not March 2012 as previously thought). LS had obtained various quotes for bringing the football pitch up to a playable standard, which were discussed at length. LS would give the go-ahead for the ground works to commence as soon as possible. LS  
It was agreed that a plan would need to be drawn up to monitor the expenses of the project. It was agreed that the Parish Council would remain responsible for the lease, maintenance, and management of the football field.  
After the ground works had been completed it would then be possible to commence the installation of the changing facilities (temporary buildings on a permanent base) which would need Planning Permission.  
LS agreed to obtain quotes for the building of the base upon which the changing units will stand (having checked with the company providing the changing units as to requirements). LS  
LS would ask the changing room supplier whether they could do the ground work for the cabins, and whether they would be able to handle the Planning Application. LS  
Two cabins (40' x 10' each) will cost £8,287.50. There may be additional charges for linking the two together, if this is necessary. LS to investigate. Approval for this LS

expenditure to be sought at a future meeting.

IS gave reassurance that the Council had deliberately been building up reserves in previous years to have sufficient funds for a project of this scale. The extra cost of insurance would need to be considered as would the cost of reconnection of the services. All service connections to the site will need to be checked, including the septic tank, electricity and water supplies.

It was agreed that TL would draw up a checklist to ensure that the field complies with health and safety regulations, and once the initial improvements to the playing surface had been completed a regular weekly check would be carried out in a similar manner to that of the Children's Playground. TL JH

It was agreed that RH and another Parish Councillor would be asked to look at the changing cabins and to report to the next Parish Council meeting. The Chairman would speak to RH. Of slight concern is the water storage tank. This would need to be investigated. RH SM

SM agreed to speak to Terling Football Club to advise them of the project, and the grant. It was still hoped that the Club might decide to return to Terling and use the new facilities. SM  
With this in mind, SM would determine exactly what their requirements are as a Club, and what the Football League expects in the way of facilities.

The handymen would be asked to install the goal posts as soon as the remedial work to the playing surface had been completed, and when the Council is satisfied that it meets safety regulations. JH

It was noted that formal permission would need to be sought from Lord Rayleigh's Estates prior to any Planning Application, under the terms of the lease.

12.177 **Date of Next Meeting, including committees**

Parish Council Meeting: Tuesday 17<sup>th</sup> April 2012, 7pm, The Gallery Room at The Square & Compasses, Fuller Street

Annual Parish Meeting: Tuesday 22<sup>nd</sup> May 2012, 7pm, Terling Village Hall, followed by Annual Meeting of Parish Council at approximately 7:30pm.

The meeting closed at 8:30pm