



# LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR  
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Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council Hall, Park & Green Committee

Dear Councillor

The next **Meeting the Hall, Park & Green Committee**, will be held online via **ZOOM** on **Thursday 17 September 2020** commencing at **7:30pm** to which you are summoned to attend. Details for logging to the virtual meeting have been passed to Councillors and will be posted online to encourage public participation.

To join the meeting:

<https://zoom.us/j/97670745881?pwd=OERFQ3dPQWVWN2RBZUlwchHBDT3IUZz09>

Meeting ID: 976 7074 5881

Passcode: 456611

Where the following business is to be transacted:

Dawn Tremlett  
**Parish Council Clerk**  
Friday 11<sup>th</sup> Sept 2020

## AGENDA

### MATTERS FOR DECISION

- 1) To receive Apologies for absence and to approve reasons where appropriate.
- 2) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.

### PUBLIC PARTICIPATION

- 3) To receive and hear any person who wishes to address the Committee, **upon prior notice being received.** *The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 2 minutes (to a maximum of 10 minutes total public participation at the Chairman's discretion).*

### MATTERS FOR DECISION

- 4) To receive and confirm the Minutes of the Committee meeting held on 16<sup>th</sup> July 2020.
- 5) To receive any update on items in those Minutes which are not included on the Agenda.
- 6) **Financial Reports:**
  - a) To approve the receipts & payments (17/07/2020 to 17/09/2020)
  - b) To note the budgetary control report (01/04/2019 to 17/09/2020)
  - c) To authorise in retrospect purchase of new rope for balance beam from GB Leisure cost d) including delivery £110 plus VAT
  - e) To authorise in retrospect purchase of specialist paint for the repaint of swing sets and metal
  - f) shelter from Rawlins inc delivery £101.74 plus VAT

**7) Hall:**

- a) To receive an update from the Clerk regarding Covid 19 in line with Government Advice
- b) To receive and adopt COVID-19 Risk Assessment for the Parish Hall

**8) Reports:** To receive reports (if available) and discuss/decide on any action to be taken

- a) Parish Orderly
- b) Cleaning contractor
- c) Grounds care contractor

**9) Hall, Park & Green Projects 2020/21** – Review projects and agree to forward to Full Council

**10) Parish Hall** – To receive Neighbourhood Plan Survey data relating to the Parish Hall only - as requested and Agreed by full Council

**11) Park Play Safety Surfacing:**

To receive a quotation for repairs to various safety surfacing equipment areas

**12) The Green** – To receive quotations for work on the Sycamore Tree

**13) Parish Hall Roof Light** – To receive a quotation to replace roof light

**14) Correspondence & Items for next Agenda:**

*(Please note that the Committee is unable to make any formal decisions under this item).*

**The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 19<sup>th</sup> November 2020 at 7:30pm via Zoom.**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*