



Locking Parish Council

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The Parish Hall, Grenville Avenue,
Locking, North Somerset BS24 8AR

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:

Dear Councillors

The **Meeting of Locking Parish Council's Assets and Amenities Committee**, will be held on Thursday **15 June 2023, Locking Parish Hall** commencing at **7.00pm** to which you are summoned to attend.

The following business to be transacted

Dawn Tremlett

Mrs Dawn Tremlett
Parish Council Clerk
8 June 2023

AGENDA

MATTERS FOR DECISION

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

PUBLIC PARTICIPATION

- 5) To receive and hear any person who wishes to address the Council, 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 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)*)

MATTERS FOR DECISION

- 6) Minutes:
To receive and confirm the Minutes of the Assets & Amenities Committee meeting held on 20 April 2023
- 7) Reports/Updates on items in those Minutes which are not included on the Agenda
- 8) Finances:
 - a) To receive and approve expenditure for Assets & Amenities Committee from 20 April 2023 to 14 June 2023
 - b) To receive the Budgetary control report (01/04/2023 – 14/06/2023)

9) Locking Skatepark Project:

- a) Council to review and agree assessment undertaken by members of Skatepark Group and to discuss whether the recommendation of going to tender for 3 out of the 5 companies who expressed an interest is acceptable - or advise further.
- b) Subject to the above, Council to review and agree the proposed concept plan or make comment/adjustments for it's suitability to submit for a tender.
- c) Subject to the above Council to review and agree the proposed tender document for the chosen companies to provide a formal tender to the proposed concept design.
- d) Subject to the above, Council to agree the proposed wording (or provide amendments) for the Skatepark Group to contact a skatepark from the chosen tender list to undertake due diligence checks whilst tender are being proposed.
- e) Council to review Skatepark Terms of reference as updated to confirm that items marked completed have been done so to Councils satisfaction and whether there are any items that Council feels that the Skatepark Group need to address or additional items that need to be dealt with.

10) Height Restrictor Gate: To receive quotations for the supply and installation of a height restrictor gate at Old Banwell Road Playing Field

11) Old Banwell Road Playing Field Car Park update

12) Annual Risk Assessments – Fire Safety and Health & Safety - Volunteers required to complete risk assessments.

13) Annual Assets Check – Volunteers required to complete the assets check

14) Clerk's Report, Correspondence & Items for next Agenda:

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

To receive the Clerk's report, note any correspondence received since the last meeting that is not an item on the Agenda and note items for the next Agenda.

The next meeting of Locking Parish Council's Assets and Amenities Committee will be at 7:30pm on the 20 July 2023.

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.