



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 May 2025, Nurse Thomas Suite, 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
2nd May 2025

PUBLIC PARTICIPATION

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.*

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.**
- 5) **Minutes:**
To receive and confirm the Minutes of the Assets & Amenities Committee meeting held on 17 April 2025
- 6) **Finances:**
 - a) To receive and approve income and expenditure for Assets & Amenities Committee from 17 April 2025 to 15 May 2025
 - b) To receive the Budgetary control report (01/04/2025 – 15/05/2025)
- 7) **To confirm Working Group members and volunteers for the following:**
 - a. Old Banwell Road Car Park and overall Drainage (Working Group)
 - b. Annual Risk Assessments – Fire Safety and Health & Safety - Volunteers required to complete risk assessments.

- c. Annual Assets Check – Volunteers required to complete the assets check.
- d. Fire Alarm Tests – Volunteer to carry out weekly fire alarm test.
- e. Drainage swale, ditches & ponds – Volunteers to carry out quarterly inspections.
- f. OBR Car Park- Volunteers to carry out quarterly inspections.
- g. Annual Inspection of Community Orchard/Tiny Forest – Volunteer to carry out quarterly inspection.
- h. Football Working Group

8) Old Banwell Road Playing Field:

- a) To receive an update from the meeting with LPFC re installing a container at the playing field and agree any actions.
- b) To receive costing for the supply and installation of hard standing outside changing room.
- c) To receive costing for the supply and installation for kissing gate and fencing

9) The Triangle:

- a) Update from Cllr Schofield
- b) Review of Lease.

10) 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 19th June 2025.

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.