



LOCKING PARISH COUNCIL



The Village 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 Committee 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's Estates Committee

Dear Councillor

You are summoned to a **Meeting of Locking Parish Council's Estates Committee**, to be held in **Locking Parish Hall, Grenville Avenue, Locking on Thursday 12th September 2019** commencing at **7.30pm** when the following business will be transacted:

Mrs Dawn Tremlett
Parish Council Clerk
6th September 2019

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

To receive and hear any person who wishes to address the Committee

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

3. **Minutes of Meeting:** To confirm the minutes of the meeting held on 20th June 2019.
6. **Finance:**
 - a) To approve the bi-monthly expenditure (21/06/19 to 12/09/19).
 - b) To note the bi-monthly budgetary control report (01/04/19 to 12/09/19).
7. **Reports:** To receive brief reports (if available (and take any actions if required)) from:
 - a) Parish Orderly
 - b) Ground Care Contractor
 - c) Dog Bin Coordinator
8. **Overseers:** To receive reports for the following:
Playing Field/The Triangle
PROWS - Grants available for PROWS - Update from Cllr Jo Roberts
Allotments
Open Spaces

9. Play Field:

1. To receive recommendations from the Working Group meeting held on the 12th July 19 – previously circulated – to discuss and action as appropriate.

2. Updates:

- a) Interim Seasonal Arrangement – Update
- b) Realignment of football pitch – Update from Chairman Cllr Paul Fowler
- c) CCTV – Consider installing and quotations received
- d) Grounds Contractor/Grounds Person – To receive draft contract and job specification (previously circulated) – to decide whether to implement tender process
- e) LPC to obtain tenders to knock through the changing rooms to make two large rooms. It is understood that LPFC have already obtained quotations for this work. LPC may wish to obtain these for consideration – Update from Working Group
- f) Expert Risk Assessment – As the Playing Field had additions added i.e. bund/ditch – To receive report from RoSPA and agree to action any findings
- g) Signage for main gate – Update
- h) Changing Rooms, Boiler Service – Update

10. Raised Flower Tubs and planting:

- a) Response from Looking @ Locking
- b) Location of new flower beds – Update from the Clerk
- c) Build/repair flower beds/tubs, planting etc. – Update from the Clerk

11. Tree Planting – Report from the Chairman – consider any action

12. Allotment Paths:

- a) Meeting with local resident re allotment path PROWS – update from Chairman
- b) Anti-social behaviour

13. Storm Water Pond, Playing Field – to receive quote and consider further action

14. Hedge Cutting Equipment – consider a request to purchase Hedge cutting equipment from the Parish Orderly

The next meeting of the Locking Parish Council Estates Committee will be on Thursday 17th October 2019 at 7:30pm in Locking Parish Hall, Grenville Avenue.

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.