



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
Telephone 01934 820786 E-Mail:- lpcclerk@talktalkbusiness.net

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 19th December 2019** commencing at **7.30pm** when the following business will be transacted:

Mrs Dawn Tremlett
Parish Council Clerk
12th December 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 17th October 2019

4) Finance:

- a) To approve the bi-monthly expenditure (17/10/19 to 19/12/19)
- b) To note the budgetary control report. (01/04/18 to 19/12/19)

5) To receive and approve ESTIMATES for 2020/2021 including Capital Projects

- a) Estimates
- b) Capital Projects:
Development/enhancement of Old Banwell Road Playing Field – to receive a proposal from Chairman Cllr Fowler, Cllr Searle, Cllr Roberts and Cllr Prosser

6) Reports: To receive brief reports (if available (and take any actions if required)) from:

- a) Parish Orderly
- b) Dog Bin Coordinator
- c) Ground Care Contractor

7) Overseers: To receive reports for the following:

- Playing Field/The Triangle
- PROWS
- Allotments
- Open Spaces

8) Installation of French Drain – Old Banwell Road Playing Field

To receive quotations and action.

9) Car Park Maintenance Group - Old Banwell Road Playing Field

Deferred from Full Parish Council Meeting on 5th December 2019:

- a) Estates Committee to decide whether a sub-committee be formed with appropriate terms of reference and an invitation to Locking Primary School be extended for their participation within such a sub committee
- b) Should the above not be agreeable to consider a Car Park Key Agreement for Locking Primary School

10) Car Park – Old Banwell Road Playing Field:

- a) To receive email from Chair of Governors Locking Primary School – address issues raised
- b) Items for maintenance & repairs – Action required
 - I. Pot holes
 - II. Bunds
 - III. Drainage
 - IV. Resurfacing whole car park – confirmation from Balfour Beatty and timescale

11) Playing Field:

- a) To approve the draft Playing Field User Agreement
- b) To receive quotation for installation of goal posts to pitch 1
- c) To receive quotation for repair to pedestrian gate

12) Raised Flowers tubs and planting:

To receive costings and approve expenditure

13) Allotments

- a) To receive a request from an allotment holder for his plot to be remeasured
- b) To receive a request from plot holder 4a that the plot be split in half
- c) To receive quotation for the installation of stone chippings to pot holes on pathway

14) Pocket Park Trim Trial – to receive a proposal from Cllr Searle

The next meeting of the Locking Parish Council Estates Committee will be on Thursday 20th February 2020 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.