



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 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 20th February 2020** commencing at **7.30pm** when the following business will be transacted:

Mrs Dawn Tremlett
Parish Council Clerk
13th February 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
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).
 - a) To receive a request to hold Sports Day and run through the Parish – The Chairman had invited representatives from Weston Whippets to give a presentation regarding these exciting community initiatives.

MATTERS FOR DECISION

- 4) **Minutes of Meeting:** To confirm the minutes of the meeting held on 19th December 2019
- 5) **Finance:**
 - a) To approve the bi-monthly expenditure (20/12/19 to 20/02/20)
 - b) To note the budgetary control report. (01/04/18 to 20/02/20)
- 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) **Old Banwell Road Playing Field Enhancement Sub Committee:**

- a) To receive Terms of Reference
- b) To receive a request for £1000 budget/funds allocation to the Sub Committee this would be in order to facilitate the work of the Sub Committee
- c) To receive draft `Special Edition` of Looking at Locking
- d) To request permission from the Estates Committee for a limited `targeted` pre-consultation, using the separate booklet with coupled a questionnaire, approx. 10-20 booklets printed
- e) Public Consultation – to go out for public consultation at the Annual Parish Assembly on 23 April 2020.
- f) Pocket Park – Notification received that the funding application had been unsuccessful – decide next steps.

9) **Car Park Maintenance Sub Committee - Old Banwell Road Playing Field**

- a) To receive and agree draft Sub Committee Terms of Reference
- b) To receive advice from David Fish NSC regarding drainage

10) **To receive a draft Car Park Key Agreement for Locking Primary School**

11) **To receive Projects for 2020/21**

12) **Playing Field – Attenuation Pond:**

- a) Email received from Chair of Governors Locking Primary School regarding the fencing particularly the fence boarding the school.
- b) Email received from Cllr Lacey – concerns raised regarding the depth of the pond – to consider installing warning signs
- c) To receive quotation for said signage

13) **Playing Field**

- a) Tree Maintenance - To receive report and a quote from the Groundsman
- b) Litter Bin – request to install litter bin at the playing field

14) **To receive the following proposals from Cllrs Searle:**

- a) Replant hedging and trees in gaps around the Playing Field
- b) Contact the developer or tree surgeon at Locking Parklands and request the chipping from any trees cut down and be stored on the playing field
- c) Consider appointing a qualified tree surgeon to:
 - i. remove branches that are likely to fall
 - ii. Clear scrubby tree near pedestrian entrance
 - iii. Tidy trunks of all trees especially in the field to the left of main gate
- d) Obtain quote to cut back inside hedge along OBR and clear the ditch
- e) Tidy up what will be the unofficial entrance from Parklands, the hole in the hedge
- f) Quote to be obtained to remove the lumps of concrete, goal posts and chairs from the playing field
- g) Dog Bins:
 - i. Move from central position on Byron Road/Elm Tree Road junction to one end of grassed area
 - ii. Move from Elm Tree Road next to bus stop and notice board
 - iii. Check out areas where there are no dog bins and install, bearing in mind emptying

15) **Raised Flowers tubs and planting:**

To receive an offer from Hutton in Bloom to purchase planters they have for sale

The next meeting of the Locking Parish Council Estates Committee will be on Thursday 16th April 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.