



LOCKING PARISH COUNCIL



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

Telephone 01934 820786

E-Mail:- lpccclerk@talktalkbusiness.net

Minutes of a Meeting of Locking Parish Council's Hall & Park Committee held on Thursday 17 September 2020 via ZOOM

Meeting opened: 19:30pm

Meeting closed: 20.25pm

Present: Councillors: Les Mason (Committee Chairman), Wendy Ashdown (Vice Chairperson), Bill Bearsby, Ex-Officio Paul Jones, Ex-Officio John Keates, Carl Prosser

Also, in attendance: The Clerk, 1 x Member of Public

MATTERS FOR DECISION

H88) To receive any Members' apologies for absence: None

H89) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

H90) To receive and hear any person who wishes to address the Committee, upon prior notice being received – None.

MATTERS FOR DECISION

H91) To receive and confirm the Minutes of the Committee meeting held on 16 July 2020.

RESOLVED: That the Minutes of the Committee meeting held on 16/07/2020 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the meeting Chairman.

H92) To receive any update on items in those Minutes which are not included on the Agenda:

Park Play Equipment Min Ref H83 d – Update:

- Timber shelter – holes repaired in roof and repaint – Completed
- Metal shelter – needs rub down and repainted – Paint purchased
- All swing frames – need rub down and repainted – Paint Purchased
- Slide steps – need levelling up with stone 3-4 bags – Completed
- Bush & shackle bolts needs replacing on 2 swing sets – 8 in total – quotation received from GB £65.50 plus VAT - Completed
- Rocker – rub down and repaint – Paint Purchased
- Rope on balance beam – wire showing through – Completed
- 2 x new litter bins – 1 x toddler area 1 x in main area of park – One bin installed in toddler area.

H93) Financial Reports:

a) To approve the receipts & payments (17/07/2020 – 17/09/2020)

RESOLVED: The receipts & payments were approved. (*signed by Cllr Ashdown*)

b) To approve the receipts and payments (01/04/2020 to 17/09/2020)

RESOLVED: The receipts and payments were approved, (*signed by Cllr Ashdown*)

c) To note the bi-monthly budgetary control report (01/04/20 to 17/09/2020) – **Noted**

d) To agree in retrospect the purchase of replacement rope for balance beam from GB Leisure cost including delivery £110 plus VAT – **AGREED**

e) To agree in retrospect the purchase of specialist paint for the repaint of a swing sets and metal shelter from Rawlins cost including delivery £101.74 plus VAT – **AGREED**

H94) Hall:

To receive an update from the Clerk regarding Covid 19 in line with Government Advice

- a) Hall had reopened on 7th Sept 2020 COVID equipment and signage had been installed. ALCA advice had been circulated – some group activities could still go ahead for the moment as long as the guidelines are followed. Clerk confirmed that each group had submitted a copy of their risk assessment. **AGREED** that birthday/celebrations parties or events where mingling/socialising could not be prevented to be cancelled. The Clerk to keep updated with relevant advice from Government.
- b) To receive and adopt COVID-19 Risk Assessment for the Parish Hall - **AGREED**

H95) Reports: To receive reports (if available) and discuss/decide on any action to be taken.

a) **Parish Orderly:**

Park cleared of rubbish, bins emptied each day
Park Equipment inspected
Repaired and repainted wooden shelter in park
Fitted new rope to balance beam
Installed new litter bin
Planters - maintained

b) **Cleaning contractor:** No report

c) **Grounds care contractor** – Usual park maintenance, cut back overhanging tree at park entrance.

H96) Hall, Park & Green Projects 2020/21 – Review of projects - **AGREED** to forward to Full Council:

a) **Picnic Tables for Park** – Supplier Earth Anchor

| | |
|---|----------------|
| 1no wheelchair access plus root fast anchor kit and tools | £424 plus VAT |
| 2no picnic tables plus root fast anchor kit £424 each | ££848 plus VAT |
| Installation approx. | £150 |

Total Cost £1422.00

b) **Solar Public Lighting along the Centre footpath of the Park** – Supplier Proelectric

| | |
|--|----------------------|
| 5M Standard Light Column POST5M 2 x £189 | Total £378 plus VAT |
| AE3 5505 Split Type Solar Light AE35505 2 x £995 | Total £1990 plus VAT |
| Installation INS 2 x £250 | Total £500 plus VAT |

Total Cost £2868.00 plus VAT

It was **AGREED** that the price obtained for installation of solar lights at the car park OBR be put forward to full council for consideration. It was also **AGREED** that Full Council be asked to look at the CIL funding received to fund this project and possible the French Drain.

c) **Replace Hall Foyer, inner foyer/corridor flooring** – Estimates had been obtained from 2 local suppliers awaiting one more **AGREED** that this be funded from HP&G budget under maintenance. Quotations to be submitted to full Council.

H97) Parish Hall – To receive Neighbourhood Plan Survey data relating to the Parish Hall – Extensive information received which would give a wider picture as to the future use of the Parish Hall **AGREED** to defer until next meeting to allow time to formulate ideas on way forward.

H98) PARK Play Safety Surfacing – The Clerk advised that it was very difficult to get companies to come and quote for repairs, out of the 6 companies she had written too, only 2 had responded. One company had visited inspected/measured the safety surfacing, while the second company had used Google Earth to get measurements. **AGREED** that this item be deferred while the Clerk investigated further and contacted NSC, St Modwen to ascertain who did their repairs.

H99) The Green – quote for tree works:

3 Quotations had been received for the following works to the Sycamore Tree:

Remove all Epicormic shoots from base and trunk

Prune back lower crown North East to create up to 3m clearance between crown and chimney/roofline of adjacent property

- Quote 1 £375 plus VAT
- Quote 2 £175 plus VAT
- Quote 3 £300 plus VAT

AGREED quote 2 £175 plus VAT from Land Based Services. As the tree has a TPO Clerk to submit planning application.

H100) Parish Hall Roof Lights:

Contractor (Mr Dodds) had investigated the existing and could ascertain the reason behind the discolouration within both roof lights, Mr Dodds had submitted a quotation for the supply and installation of 2 new roof lights £750 - **AGREED**

H101) Items for next Agenda:

Budgets
Car Park Maintenance – quotations
Christmas Tree and Lights

There being no further business the Chairman closed the meeting at 20.25hrs

Signed (Chairman).....Date.....

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 19th November 2020 at 7:30pm via Zoom.

DRAFT