



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
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Minutes of a Meeting of Locking Parish Council's Hall & Park Committee held on Thursday 18 March 2021 via ZOOM

Meeting opened: 7:30pm

Meeting closed: 8.27pm

Present: Councillors: Les Mason (Committee Chairman), Wendy Ashdown (Vice Chairperson), Bill Bearsby, Ex-Officio Paul Jones, Ex-Officio John Keates, Jo Roberts, Mike Tremlett

Also, in attendance: The Clerk, 1 member of the public

MATTERS FOR DECISION

H129) To receive any Members' apologies for absence:
Cllr Prosser - Approved

H130) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

H131) To receive and hear any person who wishes to address the Committee, upon prior notice being received – None.

MATTERS FOR DECISION

H132) To receive and confirm the Minutes of the Committee meeting held on 21 January 2021.
RESOLVED: That the Minutes of the Committee meeting held on 21/01/2020 (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.

H133) To receive any update on items in those Minutes which are not included on the Agenda: None

H134) Financial Reports:

- a) To approve the receipts & payments (22/01/2021 – 17/03/2021)
RESOLVED: The receipts & payments were approved. (*signed by Cllr Jones*)
- b) To note the bi-monthly budgetary control report (01/04/20 to 17/03/2021) – **Noted**

H135) 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
- b) **Cleaning contractor:** Nothing to report.
- c) **Grounds care contractor:** Nothing to report.
It was reported that there was a fence panel on The Green – the Clerk to ask the Parish Orderly to take investigate and remove.

H136) Annual Risk Assessments – Fire Safety and Health & Safety - Volunteers required to complete risk assessments – Cllr Ashdown and Cllr Roberts volunteered

H137) Weekly Fire Alarm Testing – volunteer required – Chairman Cllr Mason volunteered

H138) Annual Assets Check – Volunteers required to complete the assets check – Cllr Ashdown and Cllr Roberts volunteered.

H139) To receive quotations for the installation of CCTV at the Parish Hall (outside only)

H140) To receive quotations for the installation of an alarm system at the Parish Hall.

H141) AGREED to consider agenda item H139 and H140 together

3 Quotations had been received for supply and install CCTV and Intruder Alarm at the Parish Hall

- a) Quote 1 CCTV & Quote 1 Intruder Alarm – Combined cost £2105.00 plus VAT
- b) Quote 2 CCTV and Quote 2 Intruder Alarm – Combined cost ££2565.00 plus VAT
- c) Quote 3 CCTV & Intruder Alarm combined – cost £1500.00 plus VAT

Committee Members **AGREED** to accept quote 3 Multi-Security £1500.00 plus VAT

H142 To receive quotations for the installation of a fire detection system at the Parish Hall

3 Quotations had been received for the supply and installation of a Fire Alarm System

- a) Quote 1 Cost of supply and installation including labour and materials £1895.00 plus VAT
- b) Quote 2 Cost of supply and installation including labour and materials £3150.00 plus VAT
- c) Quote 3 cost of supply and installation including labour and materials ££1975.00 plus VAT

Community members **AGREED** to accept quote 1 Multi-Security £1895.00 plus VAT

H143 Park Boundary – Min H120 – The Clerk had obtained measurements for the Park - 2.141 acres.

Cllr Tremlett had a plan for the Park from Ordnance Survey and had also measured the Park boundary in question.

- a) It was **AGREED** that no further action with regards to Park/neighbour boundary issue.
- b) It was also **AGREED** that a photographic survey of the boundary be carried out for future reference
- c) It was **AGREED** that the Clerk write to the neighbour and request that they remove the drainage pipes that run from their fence into the Park

H144) Items for next Agenda:

- 5 year Financial Strategic Plan – Members asked to consider future project for the HP&G and put forward at the next meeting
- Workshop meeting for long term plan for Hall etc., - once lockdown restrictions allow confirm a date.
- Purchase of new kitchen sink – Clerk to add this to full Council Agenda for 1 April 21
- Building Survey including street furniture – Clerk to add this to full council Agenda for May 21

There being no further business the Chairman closed the meeting at 8.27pm

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

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 20 May 2021 at 7:30pm.