



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
Telephone 01934 820786 E-Mail: clerk@lockingparishcouncil.co.uk

Minutes of a Meeting of Locking Parish Council's Hall, Park & Green Committee held on Thursday 27 May 2021

Meeting opened: 7:30pm

Meeting closed: 8.40pm

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

Also, in attendance: The Clerk

MATTERS FOR DECISION

Retiring Chairman Les Mason thanked Cllr Ashdown, Committee Members and the Clerk for their hard work.

Members thanked retiring Chairman Cllr L Mason, for his hard work and dedication adding that he should be proud of his achievements while Chairman of the HPG Committee over the past 2 years.

H1) Election of Chairman – To elect the Hall, Park & Green Committee Chair for the coming year

RESOLVED: Proposed and seconded that Cllr Wendy Ashdown be Chair for the coming year.
CARRIED

H2) Election of Vice Chairman – No Vice Chair elected.

H3) To receive any Members' apologies for absence: None

H4) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

H5) To receive and hear any person who wishes to address the Committee, upon prior notice being received – None.

MATTERS FOR DECISION

H6) To receive and confirm the Minutes of the Committee meeting held on 18 March 2021.

RESOLVED: That the Minutes of the Committee meeting held on 18/03/2021 (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.

H7) To receive any update on items in those Minutes which are not included on the Agenda: None

H8) Financial Reports:

- a) To approve the receipts & payments (18/03/2021 to 31//03/2021
- b) **RESOLVED:** The receipts & payments were approved. (*signed by Cllr Bearsby*)
- c) To note the bi-monthly budgetary control report (01/04//2020 to 31/03/2021) – **Noted**
- d) To approve the receipts & payments (01/04/2021 to 26/05//2021)
- e) **RESOLVED:** The receipts & payments were approved. (*signed by Cllr Bearsby*)
- f) To note the bi-monthly budgetary control report (01/04//2021 to 26/05/2021) – **Noted**

H9) 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
 - Repairs to Basket swing and surfacing under completed
- b) **Cleaning contractor:** Nothing to report.
- c) **Grounds care contractor:** Nothing to report.

H10) Parish Hall – Squirrel Infestation – 4 squirrels had been caught, cabling and roof had been repaired. Cost to be approved:
a) Multi Security Services £75.00 plus VAT
b) Pest Control £177.00
c) Alpine Services £37.00
All AGREED

H11) Park – Annual RoSPA Playground Inspection – Inspection to take place during June 2021 – to agree cost of Inspection £95.00 + VAT any additional items over five per play area - £3.50 + VAT per additional item. **AGREED**

H12) Weekly Fire Alarm Testing – Admin Assistant to be asked if she would take on this role.

H13) To receive requests for Hall/Park

- a) Parishioner – Roller Skating for two people approx. 6 weeks. **AGREED** subject to disclaimer for personal injury be signed.
- b) St Augustine’s Church – Free of Charge Community event - 11th July date use of the Park and Hall to facilitate a Open Air Service and picnic in the Park and use of the hall for the toilets, electrics as they will need a keyboard and a microphone. **AGREED**
- c) Locking Scouts – Free of Charge Community Event July 18th use of the Park and Hall for the Village Fete. **AGREED**
- d) Carlea School of Dance – Request to put up a sign at the entrance of the Parish Hall **AGREED** with 1 Abstain

H14) Projects (Min Ref H144) – Members **AGREED** to put forward for consideration the following future projects for the HPG:

- a) Replace fencing at boundary of the Parish Hall carpark/GP Surgery and the adjoining property
- b) Install more picnic tables
- c) Raised deck along the side of the Hall facing the Park
- d) Look at the access stairs at the Park side of the Hall and consider installing a ramp

H15) Items for next Agenda:

- a) Replace work tops in kitchen – Clerk to obtain prices
- b) Replace Dishwasher – Clerk to contact Browns in the first instance to ascertain if the existing dishwasher could be repaired and obtain prices to replace
- c) External under stage door – replace with fire doors or roller shutter – Clerk to make enquiries with MSS to ascertain if this door is a fire door. In the meantime, Clerk to instruct Parish Orderly to fit new hinges to existing doors.
- d) Access Steps under stage – H&S review, possible hand rail fitted, light switch moved to a more accessible location
- e) Stage ceiling and side stage corridor ceiling – repairs due to damage incurred via Squirrels, Clerk to obtain quotes
- f) Microphone and sound system – check to see if still working – Cllr Prosser will take a look
- g) Storage container – Clerk to obtain quotations for metal storage container to store water bowser and other equipment

There being no further business the Chairman closed the meeting at 8.40pm

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

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 15th July 2021 at 7:30pm.