



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
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Minutes of a Meeting of Locking Parish Council's Assets & Amenities Committee held on Monday 17th February 2022

Meeting opened: 7:36pm

Meeting closed: 9.10pm

Present: Councillors: W Ashdown, P Jones, P Lacey, W Bearsby, M Tremlett, J Keate

Also, in attendance: The Clerk

MATTERS FOR DECISION

A14) To receive any Members' apologies for absence:

Cllr Mason - Approved

A15) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

A16) To receive and hear any person who wishes to address the Committee, upon prior notice being received – None.

MATTERS FOR DECISION

A17) Minutes of the Meeting:

- a) **To receive and confirm the Minutes of the Assets & Amenities Committee meeting held on 17 January 2022 RESOLVED:** That the Minutes of the Committee meeting held on 17/01/2022 (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.

A18) To receive any update on items in those Minutes which are not included on the Agenda:

- a) Main Hall repaint would be starting W/C 21 Feb 2022
b) Repairs to stage area had been delayed due to personal issues with contractor

A19) Financial Reports:

- a) To approve the payments for Assets & Amenities Committee (15/01/2022 to 16/02/2022) **RESOLVED:** The payments were approved and signed by Cllr Keates
b) To note the bi-monthly budgetary control report for the Assets & Amenities Committee (01/04/2021 to 16/02/2022) – **Noted**

A20) New dog bin site and quotations for dog bins: AGREED not to pursue this item for the time being.

A21) Parish Hall Toilet lighting:

- a) To consider replacing old lighting with motion sensored lighting in each toilet at the Parish Hall – **AGREED**
b) To receive quotations to supply and install motion sensored lights:

QUOTE 1

Description: - Quotation to replace the following: -

- 1x LED light fitting with motion sensor in disabled toilet
- 3x LED light fitting with motion sensor in the ladies toilet
- 2x LED light fitting with motion sensor in the gent's toilet

Each light will have the capacity of changing colour light output

TOTAL COST: - £350.00 ex VAT

QUOTE 2

Description: - Quotation to replace the following: -

- 1x LED light fitting with motion sensor in disabled toilet
- 3x LED light fitting with motion sensor in the ladies toilet
- 2x LED light fitting with motion sensor in the gent's toilet

Quote terms – quote is based on works as requested any change to the work may change the cost.
TOTAL COST: - £325.00

QUOTE 3

Features: - To supply and Install

- **Disabled Toilet** – Remove 1x existing light, blank off light switch. Supply and install 1x 14 watt round LED microwave sensor-controlled LED bulkhead light.
- **Ladies WC** – Remove 3x lights to bathroom, blank off 3 light switches. Supply and install 3x 14 watt round LED microwave sensor-controlled LED bulkhead light.
- **Gents** – Remove 2x lights to bathroom, blank off 2x light switches. Supply and install 2x 14 watt round LED microwave sensor-controlled LED bulkhead light.

TOTAL COST: = £590.00 ex Vat

AGREED to accept Quote 2 £325.00 from VPG Electrical

A22) Replacement of toilet taps with push on taps at the Parish Hall & Changing Rooms:

- a) To consider replacing existing with push on taps – **AGREED** to replace 6 pairs of taps taps. The Clerk to look into suitable taps and regulations for disabled toilet
- b) To receive quotations for supply and install:
Parish Hall cleaner can fit the new taps at the changing rooms (3x pairs) and Hall (3 x pairs)
Materials £60 and Labour £80 - £140 – **AGREED**
Taps from Amazon £25.00 per pair – **AGREED**

A23) Strimmer – To consider the purchase of a commercial type strimmer and receive quotation **AGREED** to purchase an Echo SRM2620TES from Weston Garden Machinery for £409 including VAT

A24) OBR Tree Survey: to receive the tree survey and consider any actions highlighted from survey - Cllr Tremlett will map out and identify the trees requiring attention and report back to next meeting.

A25) Graffiti at The Parish Hall – To decide best course of action and to approve costs for the removal of graffiti at the Parish Hall:

Police advised that photo quality is not good enough to get an ID from – file closed

On pebbledash it will not power wash off – PO has been out with specialist cleaner and wire brush and it did not remove it.

Professional Removal: had not supplied any costings in time for this meeting

To Repaint the shed : Sandtex Masonry Paint from Screwfix 10L Grey £34.99 – B&Q £34 - other colours available.

Long bristle brush: £10

Deep Roller and tray £15

Labour: 4 x £18.50 per hour £74

AGREED to set aside £200 for the repaint of the shed

A26) Potential Funding for equipment at OBR Playing Field – The Clerk had obtained the funding application forms and criteria, and had rough drafted a funding application, due to the short timescale involved it was **AGREED** not to apply on this occasion.

A27) Clerks Report and Items for next Agenda:

a) Clerk Reported:

- i. Repair to section of allotment fence has been completed by the parish orderly – to finish all fencing will be another 25 posts plus labour cost of someone to assist PO – Posts £132.00
Labour £55.50 x £18.50 per hour
- ii. Book Exchange: up and running – slow start – lots of books donated mainly by WA – thank you
- iii. Advertising in L@L soon
- iv. An email had been received from an allotment holder who wanted the Committees thoughts regarding a kite being flown from one of the allotments to deter birds – Clerk advised that she had not received any other concerns regarding this. The Clerk to make appropriate response.
- v. A parent who attended Flowerdown Tots sessions had raised H&S concerns regarding the area down the side of the Parish Hall – The Clerk had responded to this email and also spoken to the

Lead for Flowerdown Tots advising they were to produce a risk assessment for any outdoor play and not to use that area until the concerns had been addressed.

b) Agenda Items:

- i. Parish Hall – Consider recovering old safety surfacing with artificial grass

Exclusion of press and public.

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

A28) Groundcare Contract Review:

- a) To review the contract for the Park – Noted contract end date – The Clerk to reschedule a review Oct 2022. **AGREED** for a rolling contract to be in place up to 31/03/2022 and to continue for the next financial period 01/04/22 – 31/03/23 subject to the contractor being agreeable.
- b) To review the contract for OBR Playing Field - Noted contract end date – The Clerk to reschedule a review Oct 2022. **AGREED** for a rolling contract to be in place up to 31/03/2022 and to continue for the next financial period 01/04/22 – 31/03/23 subject to the contractor being agreeable.

There being no further business the Chairman closed the meeting at 9.10pm

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

The next meeting of Locking Parish Council Hall’s Assets & Amenities Committee is 17th March 2022

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.

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