



Locking Parish Council

01934 820786

clerk@lockingparishcouncil.co.uk

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

Minutes of a Meeting of Locking Parish Council's Assets & Amenities Committee held on Thursday 19 January 2023

Meeting opened: 7:30pm

Meeting closed: 8.13pm

Present: Councillors: Cllr Ashdown, Cllr C Prosser (Vice Chairman), Cllr M Tremlett, Cllr P Jones, Cllr Keate, Cllr Carter, Cllr L Mason, Cllr L Clarke, Cllr P Lacey, Cllr Bearsby, Cllr Fowler, Cllr Hilder, Cllr Schofield

Also, in attendance: The Clerk

MATTERS FOR DECISION

A147 To receive any Members' apologies for absence: None

A148 To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

A149 To receive and hear any person who wishes to address the Committee, upon prior notice being received: None Received

MATTERS FOR DECISION

A150 Minutes of the Meeting:

To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 15 December 2022 RESOLVED: That the Minutes of the Committee meeting held on 15/12/2022 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the Chairman of that meeting

A151 To receive any update on items in those Minutes which are not included on the Agenda: None

A152 Financial Reports:

a) To receive and approve expenditure for Assets & Amenities Committee from 15 December 2022 to 18 January 2023

RESOLVED: The payments were approved and signed by Cllr Bearsby.

b) To receive the Budgetary control report (01/04/2021 – 18/01/2023) **Noted** and Signed by Cllr Bearsby

A153 OBR Car Park:

a) Drainage Works – to approve the specification and associated documents required for Tendering – **AGREED** to accept the documents with the following amendments:

i. Tender Specification Document to include a retainer clause

ii. Material Specification to include exact make and model of the Hydro Brake

b) New Height Restrictor Gate to playing field. Deferred until next meeting

c) Review current condition of the car park – It was acknowledged that the pot holes were returning quicker and larger than anticipated, this was due to the fine stone being washed out and loose stones are left hence the pot holes. and that further works were required. It was also acknowledged that the bunds on the right hand side of the car park were causing the biggest problem with regards to the pooling

of water. A quotation had been received for the initial work but did not include the removal of the bunds It was **AGREED** to ask the contractor for a revised quote to include the removal of the bunds

and that the Clerk be given authority to spend up to £2450 plus VAT for these works.
It was noted that the cost of these works would be taken from the Assets & Amenities Committee's budget.

- d) Risk Assessment of OBR Car Park when adverse weather was forecasted, due to the icy conditions earlier in the week the Clerk had suggested to Locking Primary School that they carry out their own risk assessment for parents and staff who use the car park. Members suggested that a risk assessment was carried out by Council as members of the public also use the car park it was **AGREED** that Cllr Keate, Cllr Lacey, Cllr Jones and Cllr Clark to carry out risk assessment when adverse weather was forecasted and to inform the Clerk if they thought the car park should be closed for health and safety reasons.

A154 OBR Playing Field – Works to fell 2 dead Elm trees overhanging Locking Primary School, Landbased Services were carrying out work on behalf of Locking Primary School and advised that they could fell both trees and remove debris for the cost of £90 inc VAT - **AGREED**

A155 Television for main hall – to consider purchasing a television and licence for use in the main hall:

- a) **AGREED** to purchase an appropriately sized television to the value of £299
- b) **AGREED** to purchase a TV Licence cost £159

Noted that the cost for these items would be from the Assets & Amenities budget.

A156 Wooden Stepping Logs – Due to the wet weather installation had been delayed. The Clerk advised that a digger would be required to dig out the trench for the stepping logs and she had approached Mr N Bartlett who had a digger and he advised he would be happy to help out. NOTED

A157 Clerk's Report: The Clerk reported on the following:

- a) Bus Stops
Through village maintained by NSC
LPC owned A371 – vandalised recently, (don't know when, no CCTV etc.) 3 bench slats broken, bottles smashed. Bus Stop cleaned and bench repaired.
- b) Hall disabled toilet – grab rail pulled loose and came off from the wall – repaired
- c) Guttering Changing Rooms – small piece down – repaired

Correspondence: No new correspondence had been received

Items for next Agenda: None

There being no further business the Chairman closed the meeting at 8.13pm

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

The next meeting of Locking Parish Council Hall's Assets & Amenities Committee is 16 February 2023

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.