



Locking Parish Council

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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 15 June 2023

Meeting opened: 7:00pm

Meeting closed: 7.55pm

Present: Councillors: Cllr Ashdown, Cllr M Tremlett, Cllr P Jones, Cllr L Clarke, Cllr Bearsby, Cllr Lacey, Cllr Schofield, Cllr Prosser, Cllr Carter, Cllr Hilder

Also, in attendance: The Clerk

MATTERS FOR DECISION

A01) Election of Chairman – to elect the Asset & Amenities Chairman

RESOLVED: Proposed and seconded that Cllr Ashdown be elected Chair - **CARRIED**

A02) Election of Vice-Chairman - RESOLVED: Proposed and seconded that Cllr Clarke be elected Vice-Chair – **CARRIED**

A03) To receive any Members' apologies for absence: None

A04) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations – None

PUBLIC PARTICIPATION

A05) To receive and hear any person who wishes to address the Committee, upon prior notice being received: None Received

MATTERS FOR DECISION

A06) Minutes of the Meeting:

To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 20 April 2023 RESOLVED: That the Minutes of the Committee meeting held on 20/04/2023 (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

A07) To receive any update on items in those Minutes which are not included on the Agenda: No updates received.

A08) Financial Reports:

- a) To receive and approve expenditure for Assets & Amenities Committee from 20 April 2023 to 14 June 2023

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

- b) To receive the Budgetary control report (01/04/2023 – 14/06/2023) **Noted** and Signed by Cllr Bearsby

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20/7/23*

A09) Locking Skatepark Project:

- a) Council to review and agree assessment undertaken by members of Skatepark Group and to discuss whether the recommendation of going to tender for 3 out of the 5 companies who expressed an interest is acceptable - or advise further. **AGREED** with the recommendation of 3 companies being approached to Tender for the skatepark project, these being Bendcrete Skateparks, Canvas and Maverick

- b) Subject to the above, Council to review and agree the proposed concept plan or make comment/adjustments for it's suitability to submit for a tender. Members **AGREED** the concept plan
- c) Subject to the above Council to review and agree the proposed tender document for the chosen companies to provide a formal tender to the proposed concept design. Members **AGREED** the Tender document.
- d) Subject to the above, Council to agree the proposed wording (or provide amendments) for the Skatepark Group to contact a skatepark from the chosen tender list to undertake due diligence checks whilst tender are being proposed. Members **AGREED** the wording to be used.
- e) Council to review Skatepark Terms of reference as updated to confirm that items marked completed have been done so to Councils satisfaction and whether there are any items that Council feels that the Skatepark Group need to address or additional items that need to be dealt with. **AGREED** with one amendment that public consultation continue during the design and build process.

A10) Height Restrictor Gate: Quotations had been received from 3 local companies for the supply and installation of a second height restrictor gate emergency gate on the Old Banwell Road Playing Field. Quotations were as follows:

Quote 1: Harris Fabrications, although the company had attended the site, they had indicated that they would be providing a quotation due to a family illness the written quote had not been received. The Clerk had received a telephone call to say the cost to supply and install the height restrictor gate would be £2600.

Quote 2: Email received via a third party for the supply and install of 16 feet wide barrier to incorporate the existing gate, with 200mm wide posts £3700 plus VAT (no other details received)

Quote 3: Beams & Brackets:

Removal of one yellow restrictor currently bolted to the path between the changing room and the gate post.

Manufacture of 2.1m height restrictor gates with a central opening swing and 3no. padlock points, one on both sides and one central of the same style as the gates at the entrance to the car park.

Gate to be powder coated yellow in a similar RAL colour to those in place at the car park entrance. Installation of the height restrictor gate including cutting through concrete path to allow side posts to be concreted into the ground - opposite post to also be concreted into ground on opposite side of existing gate.

I am a local company based in Weston-super-Mare with 31 years of experience and have public liability insurance to a value of 5 million pounds

Should I be successful in this quote, the precise location of the gate post between the changing rooms and the current gate will need to be agreed on site before manufacture of the gate commences.

On acceptance of this quote, I anticipate that from instruction, the manufacture and installation of the gate will take approximately 2-3 weeks.

Installation of the gate will be weather dependent.

Price for the above: £2860 plus VAT

It was proposed by Cllr Jones and seconded by Cllr Prosser that quote 3 from Beams & Brackets for the cost of £2860 plus VAT be accepted. AGREED

A11) Old Banwell Road Playing Field update:

The Clerk advised that the planning officer was not satisfied as to the relocation of the soil from the newly constructed drainage swale to the north west corner of the field and had provided a map as to his suggested location.

On examining the suggested relocation, it appeared that the planning officer was asking that the soil be relocated back to the swale.

It was **AGREED** that the Clerk request a site meeting with the planning officer and District Cllr Mike Solomon, along with available Cllrs be held to agree suitable location.

A12) Annual Risk Assessments – Fire Safety and Health & Safety - Volunteers required to complete risk assessments. Cllr Schofield volunteered **AGREED**

A13) Annual Assets Check – Volunteers required to complete the assets check. Cllr Lacey volunteered with ad hoc help from Cllr Clarke **AGREED**

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A14) Clerk's Report: The Clerk reported on the following:

- a) Flower Tubs recently planted up with 800 free plants and purchase of plants for centre piece.
Cllr Ashdown reported that some of the larger purchased plants along with some of the free bedding plants had been stolen. The Parish Orderly had been instructed to replace the stolen plants.
- b) Groundcare for the Park had not been completed to the usual high standard this month.
The Clerk has contacted the contractor who had been on holiday when the work was carried out, he arranged to return and made good the highlighted areas.

Correspondence: None received

Items for next Agenda: None received

There being no further business the Chairman closed the meeting at 7.55pm

Signed (Chairman) W. Ashdown Date 20 July 2023

The next meeting of Locking Parish Council Hall's Assets & Amenities Committee is 20 July 2023 7.30pm

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.

