



# 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 21 September 2023

Meeting opened: 7:30pm

Meeting closed: 8.55pm

**Present:** Councillors: Cllr Ashdown, Cllr M Tremlett, Cllr P Jones, Cllr Lacey, Cllr Prosser, Cllr Hilder

**Also, in attendance:** The Clerk

### MATTERS FOR DECISION

**A28) To receive any Members' apologies for absence:**

- Cllr Clarke – Approved
- Cllr Carter – Approved
- Cllr Schofield – Approved
- Cllr Bearsby - Approved

**A29) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations – None**

### PUBLIC PARTICIPATION

**A30) To receive and hear any person who wishes to address the Committee, upon prior notice being received: None Received**

### MATTERS FOR DECISION

**A31) Minutes of the Meeting:**

**To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 20 July 2023 RESOLVED:** That the Minutes of the Committee meeting held on 20/07/2023 (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

**A32) To receive any update on items in those Minutes which are not included on the Agenda:**

- a) Swale – The Clerk had purchased 2 x Beware of Ditch signs
- b) Allotments – the Clerk advised that some plot holders had request that their plot be reduced as they were finding them difficult to manage – The Parish Orderly had remeasured plots and the Clerk had purchased additional plot number signs
- c) GP Surgery: 168 Medical had moved out of the building, there were some electrical items, shelving, sinks, hot water boiler and signage etc., that would be removed by the surgery as soon as possible.

**A33) Financial Reports:**

- a) To receive and approve expenditure for Assets & Amenities Committee from 20 July 2023 – 20 Sept 2023  
**RESOLVED:** The payments were approved and signed by Cllr Prosser.
- b) To receive the Budgetary control report (01/04/2023 – 20/09/2023)  
**Noted** and signed by Cllr Prosser

**A34) Old Banwell Road pitches and grass cutting:**

- a) Complaint: The Clerk had received a number of complaints regarding the grass cutting of the
- b) pitches from LPFC, basically stating that during August even though the grass had been cut on a weekly basis, they felt it was still too long and also that the grass cuttings should be removed. The Clerk had explained to the Club the rationale as to why the grass was cut in stages during August in preparation for the league starting in September and also the cost of having the cuttings removed - £200 per pitch.
- c) It was proposed and **AGREED** that the Clerk write to LPFC explaining the pitch cuts/costs/budget and moving forward to invite the Club to talk to the Parish Council to ascertain what their requirements are.
- d) End of Season: Clerk advised that LPFC had trained or played on the pitches throughout the summer break therefore the pitches had not been rested, the goal mouths in particular had suffered even though the Parish Orderly had attempted to fill and reseed on two occasions. The Clerk suggested that the pitches be closed at the end of the football season (June-August) for maintenance – **AGREED**.

**A35) Flower Tubs and gardens:** To consider purchasing bulbs and any winter hardy plants for the tubs, and gardens. **AGREED** to a budget of £150 for the purchase of bulbs.

**A36) The Park: To consider hiring a mini digger to install new stepping logs.**

The Clerk explained that a local contractor had offered to dig the trench for the logs but was finding it difficult to agree a date. She had contacted Purple Hire who had quoted £128.40 for the hire and delivery of the digger. Cllr Prosser volunteered to drive the digger if required. The Clerk to check with Purple Hire regarding licence and insurance. **AGREED** to approach the contractor again and if due to work commitments, he could not fit the work in then to hire a mini digger subject to insurance/licence etc.

Installation of the stepping logs: The Clerk had contacted Alpine Services who advised the cost would be approx. £250 this included materials and labour – **AGREED**.

**A37) Nurse Thomas Room: To discuss future use of the facilities.**

The members inspected the premises and discussed various options, the general consensus being that further investigation was required. It was **AGREED** that Cllr Tremlett draw up a floor plan of the building and circulate to other members for suggestions/ideas and to bring these to the next Assets & Amenities meeting.

**A38) Hire Charges for 2024/25**

- a) Parish Hall hire fee: **AGREED** to increase ad hoc hall hire charges by 10%
- b) Regular Hall hire fees: **AGREED** to remain the same
- c) Pitch & Changing Room Hire: **AGREED** to increase by 10%

**A39) Ditch and Attenuation Pond maintenance** – It was acknowledged by members that the attenuation pond was an integral part of the new drainage system being installed at the car park and that it had been used to fly tip which would require it to be cleared out.

Cllr Prosser, Cllr Jones and Cllr Lacey would attend the attenuation pond on 22 Sept to scope out the required works and advise the Clerk and Cllr Tremlett, Cllr Jones who would then request a quotation from the onsite contractor working on the car park if he could assist with the clearing out.

If the cost fell within the Clerk's authority to spend funds, then it was **AGREED** that she be authorised to instruct the contractor to carry out the work, if not then it would need to go to the next available Council meeting.

**A40) Clerk's Report:** Nothing new to report.

- a) Cllr Hilder mentioned that the height restrictor gate required the signage be amended or covered until the new height was established. Cllr Jones volunteered to attend and cover the signage.

**Correspondence: None received**

**Items for next Agenda: None received**

There being no further business the Chairman closed the meeting at 8.55pm

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

**The next meeting of Locking Parish Council Hall’s Assets & Amenities Committee is  
16 November 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.*

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