



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 March 2024

Meeting opened: 7.30pm

Meeting closed: 8.27pm

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

Also, in attendance: The Clerk

MATTERS FOR DECISION

A66) To receive any Members' apologies for absence:
Cllr Prosser – Approved

A69) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations – None

MATTERS FOR DECISION

A70) Minutes of the Meeting:

- a) **To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 18 January 2024 RESOLVED:** That the Minutes of the Committee meeting held on 18/01/2024 (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.

A71) To receive any update on items in those Minutes which are not included on the Agenda:

Min Ref: A60 Refurbishment of Nurse Thomas Room (Old GP Surgery). The Clerk reported that funding that had been applied for via North Somerset Council UKSPF Community Grants Fund for the refurbishment of the Old GP Surgery had been successful and the Parish Council had been provisionally award a grant of £20,000. This is subject to condition(s) below:
Provision of three quotes for work listed in our application, with the lowest quote being utilised for this work.

AGREED that the Working Group (Cllr Ashdown, Cllr Tremlett, Cllr Schofield and Cllr Clarke) prepare a quotation for the works as specified.

A72) Financial Reports:

- a) To receive and approve expenditure for Assets & Amenities Committee from 17 January 2024 to 20 March 2024
RESOLVED: The payments were approved and signed by Cllr Carter.
- b) To receive the Budgetary control report (01/04/2023 – 20/03/2024)
Noted and signed by Cllr Carter

A73) Parish Hall: AGREED to adopt the following documents:

- a) Safeguarding Policy for Hall Hirers
b) Parish Hall Risk Assessment for Hall Hirers.

A74) Scribe Booking System for Parish Hall Bookings:

- a) The Clerk reported that after some initial problems with onboarding the system that have been resolved she is confident that the system will go live W/C 1 April.
- b) It was **AGREED** that the current hire charge structure to remain in place, it was noted that codes for hire costing had been created to assist with the cost calculations.
It was also **AGREED** that the hire charges be looked at in September for the next financial year.

*waa
18/4/24.*

A75) EV Charge Points Old Banwell Road Playing Field Car Park:

Update from Mr Middleton Rural EV Charging.

Mr Middleton reported that there is interest from one charge point operator but there are concerns regarding the term/non term opening hours and making it financially viable for them.

The operator had suggested making a contribution to the cost of installing electric gates being installed – if that would help.

AGREED that members are very interested in pursuing this and that a working group of Cllr Jones and Cllr Tremlett be set up to liaise with Mr Middleton. In the meantime, the working group would research options and costings for the supply and install electric gates.

PART TWO

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.

The items listed below are minuted in part 2 of these minutes.

A76) To receive and confirm the Confidential Minutes of the Assets & Amenities Committee meeting held on 18 January 2024

A77) Parish Hall Cleaning Contract:

- a) To receive quotations for the cleaning contract for Locking Parish Hall as per specification
- b) Subject to the above being satisfactory: Appoint cleaning contractor.

Signed (Chairman) W. Ashdown Date 18/4/24