



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 17 April 2025

Meeting opened: 7.00pm

Meeting closed: 8.07pm

Present: Councillors: Cllr W Ashdown, Cllr P Jones, Cllr M Tremlett, Cllr Bearsby, Cllr P Lacey,
Cllr P Schofield, Cllr I Hilder, Cllr T Poynton, Cllr Huish, Cllr Prosser

Also, in attendance: The Clerk

PUBLIC PARTICIPATION

To receive and hear any person who wishes to address the Council, upon prior notice being received
(The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3
minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion. **None received.**

AGENDA

MATTERS FOR DECISION

01) To receive any Members' apologies for absence and to approve reasons where appropriate:
Cllr Sizer – Approved

02) To receive Declarations of Interest by Cllrs and to consider any written applications for
dispensations: None received.

03) Minutes of the Meeting:

To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 20
March 2025.

RESOLVED: That the Minutes of the Committee meeting held on 20/03/2025 (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 this meeting.

04) Financial Reports:

a) To receive and approve receipts and payments for Assets & Amenities Committee from
20 March 2025 to 19 March 2025.

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

b) To receive and approve receipts and payments for Assets & Amenities Committee from
1 April 2025 to 16 April 2025.

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

c) To receive the Budgetary control report (01/04/2024 – 31/03/2025)

Noted and signed by Cllr Poynton.

d) To receive the Budgetary control report (01/04/2025 – 16/04/2025)

Noted and signed by Cllr Poynton.

05) Old Banwell Road Playing Field:

a) Changing rooms being used as storage for equipment owned by football club – The Clerk
reported that she had received confirmation from the Secretary of the football club that all
kit and items belonging to the club had been removed.

The Club had been in contact re installation of a storage container, whether planning
would need to be applied for etc. **AGREED** that the Working Group of Cllr Tremlett, Cllr
Schofield, Cllr Jones and Cllr Poynton met with the Club to discuss further and look at the

various options available.

- b) To receive costings for the supply and installation of hard standing outside the changing room. A meeting with Council's preferred contractor had been held and the Clerk was awaiting his quotation.

06) The Triangle (also known as The Scout Field): Review of the Lease.

The Clerk advised that she had not received a copy of the Scouts outdoor activities risk assessment and a copy of the waste transfer for the disposable of waste from the Portaloo.

AGREED that the review of the Lease be deferred until a meeting with Cllr Schofield, Cllr Poynton and the Scouts Leadership team take place. The Clerk to arrange a meeting.

07) Nurse Thomas Suite:

- a) To receive quotations for the supply and installation of 3 x vertical blinds:

All local companies contacted

Quote 1:

They are £99+VAT each.

- This is a fully fitted price based on fitting all three at the same time.
- The blinds will be a single draw vertical with our commercial wide body system which are
- made in our Weston factory.
- The slats will be an F/R blackout slat in a cream colour with encapsulated metal bottom weights.
- They are an easy-to-clean and moisture-proof fabric.
- We are currently working on a 2-3 week lead time.

Total cost £297.00 plus VAT

Quote 2:

1. Living Room, Louvolite - Vertical, Guardian, White

Control: Left

Control & Bunch: LH Control, LH Bunch

Control Type: 700 Wand

Hardware Colour: White

Louvre Width: 89mm

Weights: Chainless Weights £117.00

2. Living Room, Louvolite - Vertical, Guardian, White

Control: Left

Control & Bunch: LH Control, LH Bunch

Control Type: 700 Wand

Hardware Colour: White

Louvre Width: 89mm

Weights: Chainless Weights £143.00

3. Living Room, Louvolite - Vertical, Guardian, White

Control: Left

Control & Bunch: LH Control, LH Bunch

Control Type: 700 Wand

Hardware Colour: White

Louvre Width: 89mm

Weights: Chainless Weights £117.00

Total £377 inc VAT (Net £314.17 VAT £62.83)

Quote 3:

Please see below the price to supply and fit your chosen blinds,

3 x Vertical Blinds in Splash Paper

£275 inc VAT

It was **AGREED** that Quotation 3 from Stotts Blinds be accepted.

- b) To retrospectively agree the purchase of a baby changing station/unit to be installed in the toilet of the NTS. The baby changing unit had been purchased for the cost of £142.99. **AGREED.**

08) Locking Parish Hall/Park:

Members acknowledged that a ramp should be fitted.

- a) Parish Hall: Fire/Emergency Exit – Accessible ramp for users

To consider installing an accessible ramp for all users of the hall.

Members acknowledged that a ramp should be fitted.

Four options were discussed but further investigation from a professional installer would be required along with costing. **AGREED** The Clerk make initial contact with a company who supplies and installs safety ramps.

b) Locking Park:

To consider potential location of a temporary overflow car park area. Location for consideration would be to the left of the vehicle access gate. The Clerk to obtain costings for grass mats or similar.

09) Clerk's Report, Correspondence & Items for next Agenda – All discussed via the agenda items

There being no further business the meeting Chairman closed the meeting at 8.07pm.

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

The next meeting of Locking Parish Council's Assets and Amenities Committee will be held on 15 May 2025 at 7pm.

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.