



# LOCKING PARISH COUNCIL



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

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**Minutes** of a Meeting of **Locking Parish Council's Hall & Park Committee** held on  
**Thursday 18<sup>th</sup> May 2017** at  
**Locking Parish Hall, Grenville Avenue, Locking**

Meeting opened: 7:30pm

Meeting closed: 9:08pm

**Present:** Councillors: John Keate (Committee Chairman), Peter Lacey, Les Mason, Wendy Ashdown, Bill Bearsby, Margaret Cooper, Ex-Officio Michael Cooper & Ex-Officio Clive Blinco.

**Also in attendance:** The Clerk

## MATTERS FOR DECISION

**H1) Election of Chairman** – To elect the PH & Park Committee Chair for the coming year

**RESOLVED:** Proposed and seconded that Cllr John Keate be Chair for the coming year.  
**CARRIED**

**H2) Election of Vice Chairman** - To elect the PH & Park Committee Vice – Chair for the coming year.

**RESOLVED:** Proposed and seconded that Cllr Les Mason be Vice-Chair for the coming year

**H3) To receive any Members' apologies for absence:** None were received.

**H4) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations** – None declared.

## PUBLIC PARTICIPATION

**H5) To receive and hear any person who wishes to address the Committee, upon prior notice being received** – No one present.

## MATTERS FOR DECISION

**H6) To receive and confirm the Minutes of the Committee meeting held on 16<sup>th</sup> March 2017.**

**RESOLVED:** That the Minutes of the Committee meeting held on 16/03/17 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the meeting Chairman.

**H7) To receive any update on items in those Minutes which are not included on the Agenda** - None.

**H8) Financial Reports:**

a) To approve the bi-monthly receipts & payments (01/04/17 to 18/05/17)

**RESOLVED:** The bi-monthly receipts & payments were approved.

b) To note the bi-monthly budgetary control report (01/04/17 to 18/05/17) - **NOTED**

**H9) To deal with any items in the Park for repair, maintenance or disposal:**

a) Multiplay Equipment : Quote received for repair and accepted.

b) Fencing around toddlers play area: Proposed and seconded that quote received for £3800 plus VAT be accepted: **CARRIED**.

c) Bush at Mendip Rise entrance to be cut back: Cllr John Keate agreed to cut back.

**H10) To deal with any items in/around the Hall for repair, maintenance or disposal:**

a) Repaint Fascia in front of Hall: Clerk to obtain two more quotes.

b) Repaint car parking spaces: Cllr John Keate to source paint. Clerk to contact Primary School in order to borrow paint sprayer.

c) Repairs of doors front of stage: Clerk to obtain second quote

**H11 Reports:** To receive reports (if available) and discuss/decide on any action to be taken  
a) Parish Orderly – Shelter needs repairing and Clerk to order new rubbish bin.  
b) Cleaning contractor – Report received and circulated  
c) Grounds care contractor – Report Received: Grass requires re seeding where wet pour was removed.

**H12) Sound System:** Update. Clerk to contact supplier and obtain second quote. Only one quote received Clerk to obtain two more.

**H13) Parish Hall Lights:** To consider quotes received and select appropriate quote for action. Clerk to obtain two more quotes.

**H14) Parish Hall Future:** To consider quotes received regarding valuation of building and select appropriate quotes. Quote of £600 accepted

**H15) Playground Inspection:** To decide on annual quote received. Agreed. Clerk to arrange inspection date in June 2017.

**H16) Multiplay Equipment:** To discuss and decide on new play equipment. A report was given by Cllr Margaret Cooper – more research required. Clerk to obtain quote for removal of wet pour.

**H17) Baby & Toddler Group:** Review current situation and decide on course of action. Proposed and seconded that the following documentation should be provided: Insurance certificate, (Public Liability) Risk Assessment, Accounts. And a proper contract drawn up. **CARRIED.**

**H18) Pre- School Hall use:** To consider letter received and decide on course of action. Reply to be sent by the Clerk stating that that there has been no change in circumstances. They will be informed if there is a change.

**H19) Strimming in the Park:** It was agreed that the Park should be shut while strimming takes place on Health & Safety grounds.

**H20) Correspondence & Items for next Agenda:**

(Please note that the Committee is unable to make any formal decisions under this item).

**Hall Charges**  
**Baby & Toddler Group**

There being no further business the Chairman closed the meeting at 9:10pm

Signed (Chairman).....

Date.....

**The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 20th July 2017 at 7:30pm in Locking Parish Hall.**