

Draft Minutes of Meeting of Locking Parish Council's Hall & Park Committee held on

Thursday 17 May 2018 at

Locking Parish Hall, Grenville Avenues, Locking

Meeting opened: 7:30pm

Meeting closed: 8:35pm

Present: Councillors: John Keate (Committee Chairman), Les Mason (Vice Chairman), Peter Lacey, Wendy Ashdown, Margaret Cooper, Bill Bearsby, & Ex-officio Mike Cooper and Paul Jones.

- 1-2. John Keate and Les Mason were elected Chairman and Vice Chairman. Due to both having served for 3 years in those positions clarification was to be sought at the next full council meeting as to their continued service for a 4th year .
3. No apologies.
4. No declarations.
5. Notes were to be taken by Peter Lacey and Paul Jones due to absence of the Clerk.
6. The previous minutes were confirmed, agreed and signed.
7. No updates on minutes. Some discussion took place on new notice board, and improvements to the Clerk's office. (see item 19)
8. Financial reports - the financial reports and budgetary control sheets were agreed by all and were signed by John Keate (Chairman).
9. Items for repair – new signs to be installed, and damaged gate to be repaired by John Keate as nails were exposed.
10. There were no Hall items requiring repair or disposal.
11. There were no reports concerning the Parish Orderly, Cleaning contractor or Grounds Care contractor.
12. A proposal by the 2nd Locking Guides, to plant a tree in the Park, celebrating 50 years of Guiding, was agreed in principal. The exact location and suitable type of tree (Probably Cherry) need to be agreed.
13. ROSPA is to be booked to conduct an inspection of the playground at a cost of £90 plus VAT.
14. It was proposed by Peter Lacey and seconded by Wendy Ashdown to reduce the tree in the carpark by 50 % at a cost of £125 plus VAT. One councillor was against this amendment all others supported the proposal for acceptance of the quote.
15. The Defib package was discussed costing £1800 plus VAT for a 4 year contract. It was decided that the Clerk should investigate the ownership of the equipment, what maintenance would the Parish Council receive and then refer to full council for a decision to accept or refuse.

16. A request for donkey rides in the park was considered from locking Pre-School. It was agreed that it should be allowed, subject to adequate insurance being in place, any mess being cleared up, and any damage to the grassed areas repaired.
17. Projects were discussed and the following priorities and actions were agreed:
- Lifting Parish Hall** – Quotes to be obtained to lift the sunken hall floor. Work to be conducted during school holidays. Les Mason to make available similar works reports from 2015 to Clerk.
 - New Curtains to Parish Hall Windows** – Wendy Ashdown to investigate with Clerk's support
 - Completing LED upgrade Hall and Surgery** – High Priority to be actioned ASAP
 - Replace Flooring in Hallways and Disabled Toilet** – Clerk to obtain suitable quotes for flooring. Clerk to liaise with Jo Roberts at the Radio Wing Locking Parklands (new flooring laid in toilets in that building)
 - Replace fence at front of Hall and down side of Hall** – Clerk to obtain quotations.
 - Adult exercise equipment for Park** – Clerk to obtain costings for the equipment, Margaret Cooper volunteered to assist
 - Skateboard in the Park** – Crossed off
 - Re-decorating the Parish Hall** – Leave for another year
 - Extra Parking near Parish Hall** – Full council to obtain quotation not considered Parish Hall and Park business
 - Solar Panels for Parish Hall** – To be investigated and a feasibility study produced
18. Kitchen Sink issue – In first instance a plumber should inspect the u bend and then if not resolved Aquablast to remedy.
19. Correspondence/ next agenda – Office improvement to be included on the next agenda.

The next meeting of the Locking Parish Council Hall & Park Committee will be **on Thursday 19th July 2018 at 7:30pm in Locking Parish Hall.**