



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 19th July 2018 at Locking Parish Hall, Grenville Avenue, Locking

Meeting opened: 7:30pm

Meeting closed: 9.15pm

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

Also in attendance: The Clerk

MATTERS FOR DECISION

H20) To receive any Members' apologies for absence: Received and accepted from Cllr Paul Jones.

H21) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None declared.

H22) To receive and confirm the Minutes of the Committee meeting held on 17th May 2018.

RESOLVED: That the Minutes of the Committee meeting held on 17/05/18 (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.

H23) To receive any update on items in those Minutes which are not included on the Agenda. None

H24) Financial Reports:

a) To approve the bi-monthly receipts & Payments (18/05/18 to 19/07/18).

RESOLVED: The bi-monthly receipts & Payments were approved. *(Signed by Cllr L Mason)*

b) To note the budgetary control report to 19/07/18) – **NOTED**

H25) To deal with any items in the Park for repair, maintenance or Disposal:

The wooden fence leading out of the Park on to Elm Tree Road needs to be repaired. Cllr John Keate agreed to carry out repair. It was agreed that a No Parking sign should be placed on the gate at the back of Hall leading out of the Park.

H26) To deal with any items in/around the Hall for repair, maintenance or disposal.

5 year electrical major check up. A quote of £360 was agreed. Work to be carried in during summer holidays.

It was agreed that the following items should be purchased:- Vacuum cleaner, New Broom, Dust Pan and Brush, Placing of the second fridge- Clerk to confirm which group uses the cupboard next to the present fridge as this would be to ideal place for the second fridge. Trap door leading down under the stage needs urgent repair. Clerk to arrange repair ASAP.

H27) Reports: To receive reports (if available) and discuss / decide on any action to be taken.

a) Parish Orderly: Play-Field checks received. All ok

b) Cleaning Contractor: Report received- Leak in disabled toilet. A deep clean to be carried out during the holiday period.

c) Grounds Care Contractor: Report received – "We have cut both the large Park and strimmed the

Green and they are now extremely short compared to when we started the contract. We have also cut the hedge on the green in front of the sycamore, removing any brambles growing in to the Green”

H28) To consider and decide on quotes received for agreed projects. A quote for £3,900 including VAT was agreed for new curtains in the Hall. A quote for £10,880 was agreed for new fencing around the Hall.

H29) Smart Meters: To consider and decide on installing smart meters for gas and electric. Information received by email was considered to be incorrect so decision deferred to a later date.

H30) Office improvements: To consider and decide on improvements. After some discussion it was decided that more investigation needed to be carried out including a structural survey especially concerning load bearing walls.

H31) Archive storage under stage: To consider and decide on building extra storage cupboards. It was agreed that two cupboards that have now been cleared out should be used for archive storage. Clerk to arrange for locks to be put on these cupboards.

H32) Parking at rear of Hall leading into the Park. Clerk to arrange for a no parking sign to be put on the gate as this entrance would be used by emergency vehicles.

H33) Tree work: To consider and decide on quote received for cutting overhanging branches in the Park. Quote received was considered to be too high. Clerk to obtain second quote.

H34) Correspondence & Items for next Agenda:

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

Next Agenda: Office improvement- Update

Defib package

There being no further business the Chairman closed the meeting at 9.15pm

Signed (Chairman).....

Date.....

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 20th Sept. 2018 at 7:30pm in Locking Parish Hall.