



LOCKING PARISH COUNCIL



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

Telephone 01934 820786

E-Mail:- ipcclerk@talktalkbusiness.net

**Minutes of a Meeting of Locking Parish Council's Estates Committee held on
Thursday 17 October 2019 at
Locking Parish Hall, Grenville Avenue, Locking**

Meeting opened: 19:30hrs

Meeting closed: 20.48hrs

Present: - Cllr Paul Fowler (Chairman), Cllr Bill Bearsby (Vice Chairman) Cllr Peter Lacey, Cllr Ms Jo Roberts, Cllr Mrs Janet Searle, Cllr A Hetherington, Cllr W Ashdown & Ex-Officio Cllr Paul Jones, Cllr John Keate

Also in attendance: The Clerk

MATTERS FOR DECISION

- E100) To receive Apologies for absence and approve reasons where appropriate.**
Cllr Mason, Cllr Bearsby (Late arrival)
- E101) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations –**
None received

PUBLIC PARTICIPATION

- E102) To receive and hear any person who wishes to address the committee –** None

MATTERS FOR DECISION

- E103) Minutes of Meeting:** To confirm the Minutes of meeting held on 12th September 2019

RESOLVED: That the minutes of the committee meeting held on 12/09/2019 (previously circulated), be taken as read, agreed as being a true and correct record, and as a consequence, signed by the Chairman.

E104) Finance:

- a) To approve the bi-monthly expenditure (01/04/2019 to 12/09/2019)

RESOLVED: The bi-monthly expenditure report was approved.

- b) To note the budgetary control report (01/04/2019 to 12/09/2019)

RESOLVED: The bi-monthly budgetary control report was approved.

- E105) Reports:** To receive brief reports (if available (and take any actions if required)) from:

Parish Orderly/Dog Bin Coordinator:

All dog bins in good order and emptied weekly
Playing field entrance and around posts on the bunds and around changing room strimmed
Grass strimmed – Coronation Garden
Allotment path cut with mower twice and cut back brambles opposite bench
Replaced two new posts in Allotments and retightened all wire on posts on the whole site
Bus shelter has been cleaned
Strimmed PROW by post office
Streets cleared of litter each day. Every Thursday the whole village gets done after bin men.

- E106) Overseers: To receive Volunteers for the following:**

1. Playing Field/The Triangle – Clerk reported that Locking Primary School had requested the use of the Playing Field to set up fireworks display on 02/11/19.

Triangle it was noted that the inside hedging of the Triangle was looking overgrown - **AGREED** to request Scouts to trim back the hedge on the inside of the Triangle.

Playing Field – noted that there were two items on highlighted by RoSPA still outstanding –

AGREED Clerk to contact Parish Orderly and request he carry out the repairs to pedestrian gate and replace piece of guttering at the Changing Room.

2. *PROWS – Footpath from the Allotment to Church had become very muddy **AGREED** to purchase stone chippings etc., The Chairman asked for volunteers to help with the spreading of the stones – The Chairman and Cllr Searle volunteered.
3. Allotments – Deferred to item
4. Open Spaces – Clerk reported that she had received a request from Member of the public regarding the appearance of cycle racks outside the shops on Grenville Avenue – she requested a Cllr to attend a meeting she had arranged with NSC on 21/10/19 – **AGREED** that Cllr Keate would attend if available.

E107) Playing Field:

- a) Interim Seasonal Agreement – Clerk reported nothing heard from LPFC regarding the Agreement as clause 1d **AGREED** Working Group to contact LPFC for further discussion
- b) Realignment of football pitch – Clerk advised that PLFC would be marking out the new pitch over the weekend weather permitting.
- c) CCTV at Playing Fields – 2 quotes had been received. **AGREED** to accept Quote 3 – RMC Security. Clerk to contact and arrange for installation to commence.
CCTV signage and information – Cllr's noted the information received via GOV.UK website and the type of notices to be installed. Ex Officio Cllr Jones had produced a draft CCTV policy document – **AGREED** this to be an agenda item for full Parish Council Meeting.
AGREED the Clerk to contact RMC Security to enquire as to signage included in the quotation (nothing was stated within the quote) if not obtain 4 x A4 signage signs informing that CCTV was operational within the area of the Playing Field.
- d) Grounds Contractor/Grounds Person – Clerk updated that the advertisement had gone into the local press at a cost of £152.50 plus VAT.

E108) Raised Flower Tubs and planting – No update. Working Group had arranged a meeting for 19/10/19. They will report back at the next meeting.

Cllr Bearsby joined the meeting at 20.15hrs

E109) Tree Planting:

- a) Cllr Searle had produced a detailed plan of action for Tree Planting Scheme at Playing Field **AGREED** that the Working Group Chairman Cllr Fowler, Cllr Searle, Cllr Roberts and Cllr Bearsby meet on 19/10/2019 to discuss the action plan further.
- b) Wild/Meadow seeds – Proposal from Cllr Searle to seed over the easement pipe and hedge rows on the Playing Field and to think about grass verges through-out the Parish **AGREED** to merge the Raised Flower Tubs and planting and Tree Planting Working Group and report back at next meeting.

E110) Allotment Holder Agreement & Rent:

- a) Allotment Holder Agreement – Reviewed by Cllr Roberts and the Clerk – **AGREED** to adopt the new Allotment Holder Agreement subject to the rewording of article 6. Livestock 6.1 to read: The Tenant shall not keep any animals or livestock on the allotment garden.
- b) Allotment Rent Review – It was noted that there had been no increase to the rent since 2015/16, the annual income for rents within the Allotment for this financial year was £313.35 **AGREED** to increase the annual allotment rent from 0.07p per SQM to 0.14p per SQM to commence Oct 2020/2021. Clerk to notify Allotment Holders.
- c) Nation Allotment Society Annual Membership Renewal – **AGREED** to pay annual membership charge of £66.00 inc VAT

E111) Notice of Order - Wildlife and Countryside Act 1981 - Section 53 - Planning Inspectorate

Ref ROW/3224688 – Title of the Order: (Upgrade part of Footpath AX 20/8 to Bridleway AX20/9 and addition of Bridleway AX 20/9 Locking Head Drove Locking) DMMO No 5 2018 – letter for information only. **Noted**

There being no other business the Chairman closed the meeting at 20.48pm.

Signed (Chairman).....

Date

The next meeting of the Locking Parish Council Estates Committee will be Thursday 19th December 2019 7.30 pm in Locking Parish Hall, Grenville Avenue.