

# BISHOPSTEIGNTON PARISH COUNCIL

## MINUTES

### OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE

2.00PM ON TUESDAY 26<sup>TH</sup> NOVEMBER 2019 AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL

#### **AMC1911.01 ATTENDANCE:**

**.01 Present:** Cllrs. K. Benham, J. Grimble, K. Lambert, H. Merritt, R. Moore & J. Parkes

**Apologies:** Cllr. T. Davey

**.02 DOI:** None

#### **AMC1911.02 F&P MEMBERSHIP APPOINTMENTS:**

**.01** It was proposed by Cllr. Lambert, seconded by Cllr. Merritt, that Cllr. Parkes be nominated as Chairman of Asset Management Committee. Agreed unanimously therefore **RESOLVED**.

**.02** It was proposed by Cllr. Lambert, seconded by Cllr. Parkes, that Cllr. Moore be nominated as Vice-chairman of Asset Management Committee. Agreed unanimously therefore **RESOLVED**.

#### **AMC1911.03 TREE CHARTER**

Members considered possible locations for the new tree to be planted at the Lawns recreation ground on National Tree Charter Day, Nov 30<sup>th</sup>. It was agreed unanimously the tree should not be positioned too close to the edge of the ha-ha wall but should be near to the car park for easy access to this public event. Cllr. Parkes to liaise with Sustainable Bishop members and ecologist M. Neale for further advice with the final decision to be made on the day.

#### **AMC1911.04 REWILDING & TREE PLANTING**

Cllr. Parkes explained the proposals for rewilding areas of the Lawns recreation ground and village green, these were shown using google maps. Members were supportive of rewilding and additional tree planting in line with the parish council's climate emergency declaration made in May 2019. It was suggested plans are mindful of creating plenty of opportunities for easy access so as not to create one very muddy way through. It was also noted that additional planting shouldn't conceal the playground or the MUGA. It was proposed by Cllr. Benham, seconded by Cllr. Moore for the following recommendation to be made to the full council at their meeting to be held on 02.12.19. Agreed unanimously therefore **RESOLVED**.

The AMC recommend for BPC to agree in principle for the committee to conduct further research to eventually establish additional tree planting and areas of wild grass/flowers in accordance with the plans provided of the Lawns and Village Green (to be shown by PowerPoint slides).

#### **AMC1911.05 BPC ASSET REGISTER & MAINTENANCE SCHEDULE**

Members discussed the creation of a more user friendly register of BPC assets, a photo database and maintenance schedule and ways this can be made public on the website, potentially with a system of public interaction such as reporting problems.

It was proposed by Cllr. Moore, seconded by Cllr. Lambert, for the AMC to recommend for BPC to agree in principle for the committee to conduct further research into upgrading the current asset management register and the possibility of establishing an interactive map and reporting system on the BPC website (beginning with benches). Agreed unanimously therefore **RESOLVED**. Recommendation to be made at the meeting to be held 02.12.19.

#### **AMC1911.06 MAINTENANCE CONTRACTS**

Members considered and discussed a programme for monitoring the performance of the current contractors scheduled work. It was agreed that members would share areas to be checked to ensure quality of contractors work. Review and update to current BGS contract

**APPROVED BY BPC & SIGNED BY THE CHAIRMAN ON 02.12.19**

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## **ASSET MANAGEMENT COMMITTEE**

**26.11.19 MINUTES CONT'D**

for parish maintenance and grass-cutting It was agreed for Cllr. Parkes and Cllr. Lambert to meet with the clerk and review the existing schedule to bring it up to date with the work that is currently undertaken as there have been changes since its creation in 2015. Ideally any financial implications to the changed work schedule could be incorporated into the precept budget for 2020/21. If this target could not be met there was just one year left of the current contracted prices before new tenders should be sought.

### **AMC1911.07 CEMETERY, LINDRIDGE ROAD**

Members discussed plans for completion of improvement works. Unfortunately work has ceased due to declining weather and ground conditions. There is every intention to pick up the enhancement from where it's been left but probably not until the spring. It was agreed unanimously and **RESOLVED** for signage to be displayed which indicated the future plans for the garden of rest. The environmental impact of laminating this signage was considered since the parish council has resolved to support Sustainable Bishop in their mission for Bishopsteignton to become plastic free; eliminating all single use plastic. IT was strongly felt BPC should lead by example. Cllr. Moore offered to conduct research into display options which are heavy duty, mobile and weatherproof.

### **AMC1911.08 CAR PARK, BISHOPS AVENUE**

Following on from liaising with Richard Kingsley-Smith the engineer from DCC responsible for commissioning the safety audits the clerk updated members on the status of the car park development. It was proposed by Cllr. Merritt, seconded by Cllr. Benham, for the AMC to recommend to full council to follow the original plan in accordance with the safety audits and for the matter to be dealt with urgently to eliminate risks. Agreed unanimously therefore **RESOLVED**. Recommendation to be made at the full council meeting on 02.12.19.

**The Chairman closed the meeting at 3.15pm**