

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE VIRTUAL MEETING OF THE ASSET MANAGEMENT COMMITTEE

HELD 7PM WEDNESDAY 23RD SEPTEMBER 2020 VIA ZOOM

2009.07 ATTENDANCE:

- .01 Present:** Cllrs. K. Benham R. Gateshill (Chair), J. Grimble, K. Lambert & H. Merritt (5/5), Cllr. J. Watson.
Clerk: Mrs. K. Ford.
Apologies: None
- .02 DOI:** None

2009.08 CONTRACTS

The committee considered the tender process for the contracts to be renewed 01.04.21 including methods of promoting the opportunity to potential contractors.

- .01** It was proposed, seconded and unanimously agreed that future actions should include the following:
- Not advertising in a local paper/press
 - The social media regularly used by BPC; the advert will link to a page on BPC website where all tender documentation can be downloaded.
 - Possible use of LinkedIn, Cllr. Watson to investigate.
 - Specific invitation to known and current contractors.
- .02** It was proposed, seconded and unanimously agreed for the tender invitations to be sent and promotion to be published during the week commencing 28.09.20 with all submissions to be received by 21.10.20. This allows time for individual site visits and preparation of contractors' quotes. The AMC will meet again on 28.10.20 to consider the submissions.

2009.09 THE LAWNS: Crew Coffee Company

The clerk updated that the planning department did not require any form of application due to the temporary nature of the proposal; should the development become more permanent, i.e. built features or vehicle being located permanently, further consultation would be necessary.

Still awaiting a response from Estate department, via Mr. N. Blaney -Head of Place and Commercial Services. The committee requested the clerk chase for this response.

2009.10 THE LAWNS: MUGA

- .01** The clerk reported that the court was being used on Tuesday evenings for the next 4 weeks by 1st Bishopsteignton Cubs and that in accordance with a previous resolution of BPC there was no charge for this use. The Chudleigh Cannons Ladies Netball League team were trialling the court and considering permanent use for the remainder of the season, subject to the quality of lighting and the fees, once agreed. This will be on Tuesdays approximately 7.30 to 8.30.
- .02** The Chairman had met with electrician Russell Edwards who has replaced the fuse in all floodlight column junction box. Now 11 of the 16 are fully functioning. Further investigation would be needed to establish if the remaining 5 could be repaired or should be replaced. Alternatively, quotes could be sought for replacement LED floodlights, potentially attached to the same posts with original lights disconnected. If funding was found it is more likely to be in line with replacement LEDs considering the savings for energy, costs, environmental impact etc. It was proposed by Cllr. Benham, seconded by Cllr. Lambert and agreed unanimously that Cllrs. Gateshill and Lambert will continue to liaise with contractors to secure at least 3 quotes for replacement LED floodlights and this will be done in conjunction with guidance from environmental health and conservation officers at the Local Planning Authority and funding options will be investigated.
- In additional, as discussed last time, PIR sensors have been installed in the toilets, but not yet self-closing doors.
- .03** Members considered the price to be charges for evening use of the MUGA with floodlights. Following discussion, it was proposed by Cllr. Lambert, seconded by Cllr. Merritt and agreed unanimously to use the following pricing structure:
- £10.00 + VAT per session for any adult group from within or outside the parish
 - £5.00 + VAT for any junior group (under 16's) from outside the parish
 - Free for any junior group (under 16's) from within the parish, although a fee for floodlight maybe charged,

APPROVED BY BPC & SIGNED BY THE CHAIRMAN: 05.10.20

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23.09.2020 MINUTES CONT'D

specifics not discussed.

- .04 Cllr. Grimble raised concerns over an organised fitness bootcamp being ran at The Lawns recreation ground. The clerk confirmed no prior approval had been sought. It was unanimously agreed for the clerk to make contact to show support for the venture and request a copy of the business public liability and risk assessment.

2009.11 PROJECT UPDATES:

- .01 **CEMETERY – Garden of Rest Enhancement – Rose Garden Project:** the clerk gave a brief update: physical work slowed but other preparations ongoing. Quotes for compost/soil improver for the beds, hardcore, slabs and gravel for paths, all items used/purchased will be in accordance with the PCs Climate Emergency Declaration.
The central obelisk is still work in progress. The project is being managed by Kate Yeo of KateEco Gardening and Mr. J. Parkes who both keep in regular contact with the BPC Clerk.
- .02 **VILLAGE GREEN:** Cllr. Lambert reported his recent meeting with J. Parkes to consider the location of the 4 benches and trees, a plan was produced, to be circulated. The benches will need to be at the Cockhaven Close end, opposite the school as at the other end, Horns Park, the land is too sloped. He expressed a preference for shorter bollards, seen as their purpose is to discourage parking on the land, he feels these should be sufficient. A dropped kerb is no longer required, vehicles permitted to access the village green can use removable ramps, removable bollards will still be required at the position of entry/exit. The clerk reported a meeting with Kate Yeo about trees, she is investigating soil type and the optimum specimen and age of tree to be purchased, along with quotes from suppliers who might offer additional assistance. Planting can be carried out by a team of volunteers from Sustainable Bishopsteignton and the parish natural environment discussion group.
- .03 **PARISH WIDE REWILDING:** The clerk explained the need for chestnut paling fence around the saplings within the rewilding project at the Lawns. This purchase, as part of the rewilding budget, was unanimously agreed in principle. Clerk to liaise with rewilding project managers J. Parkes and K. Yeo for further information to enable the purchase.

- 2009.12 STORAGE SHED AT THE MUGA:** The clerk notified members that the security of the storage shed had been compromised. Wally has made repairs to the current shed but advised it may not be as secure in future, for this reason the leaf blower has been relocated to the BPC office. It might be considered the right time to purchase a more secure version, especially to allow additional storage space for sports equipment if usage of the MUGA increases. Members noted the report and would consider this again in future.

Whilst reference was made to the Community Centre, Cllr. Grimble raised concerns about the retention of a Parish Council office feeling the space was only used for storage currently. These concerns were noted as was the fact current restrictions due to Covid-19 mean the office couldn't be used for working or meetings. It was acknowledged that once more regular use occurred after lifting of restrictions a thorough sort out and possibly deep clean might be required. It is also worth noting there is a five-year break clause on the lease agreement.

- 2009.13 TICKS AT THE LAWNs:** Following a recent complaint about a walker being infected with Lyme disease whilst walking in the rewilding area of longer grass at the Lawns members considered this potential issue. It was unanimously agreed that the wild grass may potentially be home to ticks this is part of intention of improving biodiversity and to be expected when attempting to provide a suitable habitat for many more species. Care should always be taken when walking in longer grass with the appropriate footwear and clothing being worn, this advice is given on www.gov.uk
In response to the complaint, it is never acceptable and there is never a suitable excuse for not picking up after a dog, even in the long grass. Clerk to make this known to the complainant.

The Chairman closed the meeting at 9.10pm

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