

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE VIRTUAL MEETING OF THE ASSET MANAGEMENT COMMITTEE

HELD 7PM WEDNESDAY 2ND DECEMBER 2020 VIA ZOOM

2012.01 ATTENDANCE:

.01 **Present:** Cllrs. R. Gateshill (Chair), K. Benham, J. Grimble, K. Lambert & H. Merritt (5/5)

Clerk: Mrs. K. Ford.

Apologies: None

DOI: None

2012.02 MATTERS ARISING

.01 **THE LAWNS: Crew Coffee Company**

Awaiting final pitch licence from solicitor. Once received and signed Crew will be ready to trade. All terms were agreed before sending so this should not take too long.

.02 **THE LAWNS: MUGA: Netball posts**

New posts on order to be delivered to Wally who will put them in the MUGA store so the team can begin playing again on Tuesday 8th Dec.

.03 **THE LAWNS: MUGA: Tennis Nets**

Not yet ordered, clerk to action but not urgent.

.04 **THE LAWNS: MUGA: Floodlights**

Cllr. Lambert leading, awaiting quote from local electrician, who is waiting on suppliers.

.05 **THE LAWNS: MUGA: Noticeboard**

Awaiting delivery, expected 17.12.20. Once delivered, directly to Wally, clerk will meet him to agree location.

.06 **THE LAWNS: MUGA: Court Surface**

Wally has swept fallen leaves; these have been repurposed as mulch for the newly planted hedgerow. Non-bio washing powder has been scattered, awaiting results.

.07 **THE LAWNS: MUGA: Toilets**

It was not possible to attach self-closing door hinges, due to the structure of the doors. Solutions to be discussed further on in this meeting.

.08 **VILLAGE GREEN: Water**

Cllr. Lambert has discussed using the water supply from Bishopsteignton Preschool. He has confirmed with Kate Yeo approximately 2.5 cubic metres will be required across the summer to water the new trees. It is suggested a donation of £50 for the years required be given to the preschool. Awaiting response from Preschool following a meeting in December.

.09 **VILLAGE GREEN: Trees**

Ordered by Kate Yeo delivery expected w/c 07.12.20. She will arrange volunteers for planting thereafter. Clerk to claim S106 for invoice total excl VAT.

.10 **COCKHAVEN CLOSE: Crow's Nest Swing**

Not yet resolved. Clerk to action.

.11 **CEMETERY: Garden of Rest Rose Garden**

Roses now planted. Kate Yeo is ordering box hedges to be planted, as well as lavender in the spring.

2012.03 **THE LAWNS: TOILETS: Vandalism**

The recent activity at the Lawns, behind and inside the toilet block, was discussed at length. Many options were considered including continuing to pay for regular locking and unlocking, or a purpose-built, secure, unisex toilet unit as a replacement, infilling the sheltered end on the toilet block removing the secluded hang-out space for offenders. The latter could then be reinvented as a store solving storage issues faced earlier in the year.

It was proposed, seconded and unanimously agreed for Cllrs. Lambert and Gateshill to investigate and seek quotes for the filling in of the open sides of the end portion of the toilet block. Unanimously agreed therefore **RESOLVED**.

It was proposed, seconded and unanimously agreed to temporarily close the toilets until weather starts to improve in the spring, hopefully to coincide with the new cleaning contract beginning on 01.04.20, but this action is to be reviewed at every meeting, dependent on public reaction. Unanimously agreed therefore **RESOLVED**.

BISHOPSTEIGNTON PARISH COUNCIL

ASSET MANAGEMENT COMMITTEE

02.12.2020 MINUTES CONT'D

Wally's current contract to be reviewed as cleaning will only be required once per week therefore the price should reduce. It was agreed that the netball team should be provided with means of access, as should the regular tennis players and Crew Coffee, for their own use. Relevant posters to be displayed. Clerk to organise.

2012.04 COCKHAVEN CLOSE PLAYGROUND: Land drainage concerns

The concerns were discussed. It was proposed, seconded for BPC to approach Teignbridge District Council, as landowner, to ask them to resolve the matter of poor drainage resulting in the land not being suitable as a play area. unanimously agreed and therefore **RESOLVED**. Cllr. Gateshill to draft a letter. The BGS quotes for drainage work would be shared with TDC for their consideration.

2012.05 VILLAGE GREEN ENHANCEMENTS: BOLLARDS

Cllr. Lambert updated members on the quote for enough bollards to complete the village green, between trees and benches, including the quote from BGS for installation and an allowance for removable bollard like those fitted at the Lawns. Concerns were raised about if this matter required full council approval, the clerk advised only if this exceeds the previously approved budget which would be checked, and a recommendation given if required. Again, this enhancement will be funded using available section 106. It was proposed and seconded to proceed as detailed above, this was unanimously agreed therefore **RESOLVED**.

Clerk to advise next step after calculating the remaining budget. Cllr. Lambert leading project.

2012.06 PLANET AID UK REQUEST

The request and supplied information were considered. It was proposed and seconded to decline the offer for a Planet Aid UK clothing bin to be stationed on BPC managed land anywhere in the village. It was felt the existing collection point at Jacks Patch was sufficient for the parish. BPC could help promote this facility if required. Unanimously agreed therefore **RESOLVED**. Clerk to inform Planet Aid UK representative.

2012.07 CEMETERY: NOTICEBOARD

It was proposed and seconded to make the following recommendation to full council at the meeting to be held 07.12.20.

That BPC resolve to approve a third parish noticeboard to be situated at the Cemetery as replacement of the existing derelict board currently in place. This will be ordered from G. Bogdan, the carpenter responsible for the Fore Street and Village Green boards, at £1,200 to be funded using the burial account.

Cllr. Lambert added it was important for the front of the cemetery to look smart and cared for and this will coincide with repairs and redecoration of the iron gates and railings. SM Engineering has estimated the work required will take no more than half a day at his hourly rate, it was proposed, seconded and agreed for Cllr. Lambert to be delegate the power to instruct this work to be carried out when suitable for the contractor.

2012.08 ASSET MANAGEMENT BUDGET FOR FINANCIAL YEAR 21/22

The draft budget, as considered at the BPC Finance & Personnel Meeting held 30.11.20 was discussed. It was proposed that no further funds, beyond those already indicated, should be required to cover asset management in the coming financial year and that earmarked reserves, section 106, CIL and the amount already set for contingency would be sufficient even in the case of emergency remedial works. This was agreed unanimously therefore **RESOLVED**.

Clerk to finalised precept budget papers for the full council meeting to be held 07.12.20 with no amendments from AMC.

2012.09 CONTRACT WORK ASSESSMENT SIGN OFF

The worksheet proposed by Cllr. Gateshill was considered, it was proposed, seconded, unanimously agreed and therefore **RESOLVED** that these were appropriate for use from 01.04.21; start of the next contract. Work to be assessed by Cllr. Gateshill initially, possibly shared with other members in future.

The Chairman closed the meeting at 8.18pm