

BISHOPSTEIGNTON PARISH COUNCIL

DRAFT MINUTES

OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE

HELD AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL, AT 11AM ON WEDNESDAY 30TH JUNE 2021

AM2106.01 COMMITTEE MEETING GOVERNANCE:

- .01 **PRESENT:** Cllrs. Gateshill (Chair), Head, Gill, Grimble, Merritt, Lambert Clerk: K. Ford
- APOLOGIES:** Cllr. Benham
- .02 **DOI:** None
- .03 **Order of Business:** No changes proposed to the agenda.
- .04 **Ratification of Minute:** It was proposed and seconded that the draft minutes of the AMC meeting, held 06.05.21, be ratified as a true and correct record. Agreed unanimously therefore **RESOLVED.**

AM2106.02 MATTERS ARISING – LATEST UPDATE:

1. **MUGA: Basketball Hoops** – Following stability issues the old hoops have been removed. Members considered alternative solutions. It was proposed and unanimously agreed for the purchase of poles such as these; <https://www.daviesports.co.uk/> which BGS have offered to fit FOC. This shall be funded using Section 106 for recreation and open spaces and will be a positive enhancement at the Lawns MUGA; especially for teens and young adults.
2. **MUGA: Court Surface** – No current problems.
3. **MUGA: Toilets**: No change proposed until further consideration of the scout hut project, likely incorporated.
4. **VILLAGE GREEN: Water** – Clerk has liaised with Bishopsteignton School arranging payment. Watering is being conducted. Keith currently sourcing food-grade hose for village festival.
5. **VILLAGE GREEN: Bollards** – Installed awaiting BGS invoice. Please confirm BPC is satisfied with installation to approve payment.
6. **COCKHAVEN CLOSE PLAYGROUND: Drainage** – Resolved for work to be conducted. Awaiting start date from contractor.
7. **CEMETERY: Garden of Rest Rose Garden** – Awaiting obelisk completion & installation. Recently a rabbit proof fencing has been erected at the edge of the rose garden, as they are finding the young roses particularly tasty! This should only be needed until the winter when the plants will be better established.
8. **CEMETERY: Replacement Noticeboard** – Delivered to BGS who shall remove old board and all arising waste before erecting new board. No confirmed date.
9. **CEMETERY: Path surfacing work** – Awaiting contractor to schedule date for work to start.
10. **BUS SHELTERS**: Now expected late July/early August. Fernbank, the shelter provider, is liaising with BGS. This should guarantee minimal disruption during demolition and installation process will provide 2 weeks' notice when work expected to take place. The clerk spoke to Paul of Fernbank on 29.06.21; he confirmed our shelters are in stock and he will fit these before those on order for Torbay. He is awaiting the renewal of his license for the use of lifting machinery, expected mid-July which is necessary to fulfil the contract.
11. **MEMORIAL ASSETS POLICY**: Policy to be drawn-up which will provide control of the style and quality and funding options for memorial assets such as trees and benches and their plaques. Clerk to produce and present to AMC for consideration. Work in progress for a future meeting.
12. **UTILITIES AT BPC ASSETS**: Clerk to contact more sustainable and ethical providers than current contracts.
13. **PLAYGROUNDS: Works previously agreed by full council** – hardcore surface at all gated entrances and rubber crumb under crow's nest swing at the Lawns. Awaiting contractor to schedule date for work to start.
14. **LAWNS: Additional Seating** – The new benches and picnic table have arrived. Awaiting installation by BGS once location agreed/confirmed. Possible locations were considered, and it was agreed both the benches (seats) should be positioned further south, close to the orchard.
It was agreed to get a quote from BGS for the provision of a dropped kerb from the carpark at the Lawns onto the flat area in front of Bishopsteignton House between the car park and the table tennis table. The quote should include provision of matting (which allows grass to grow through) but reduces risk of slipping in muddy conditions therefore improving access to the table for wheelchair users.

CHAIRMAN:

DATED:

MINUTES Continued
ASSET MANAGEMENT COMMITTEE meeting held 30.06.21

15. **PLAYGROUNDS: Development** – Equipment from Bishopsteignton School – a date has been fixed for BGS to collect the equipment, when the school want it taken. This can be stored by BGS until we are ready for installation at Cockhaven Close.
Clerk to contact several playground equipment providers for a selection of ideas and quotes at £10k, 20k & 30k. Work in progress.
16. **WAR MEMORIAL** – It was previously agreed the condition was satisfactory for the Remembrance Day/Armistice Day 2021. AMC to review quote/s and funding options, or budget for 22/23 precept, in Autumn/Winter 2021.

AM2106.03 ENHANCEMENT PROJECTS

.01 Cockhaven Road Junction

The draft plan was well received although understood changes will be inevitable to allow functionality of the space. It was agreed a clearer understanding of what work would be required and of this work what could be conducted by volunteers and for what would a contractor be required. This will give further guidance on expected costs for the project. Clerk to liaise with Kate Yeo on this.

It was agreed to only present a recommendation to full council in future when a budget could be included.

.02 Other Sites

Clerk presented appendix C which showed locations of where additional rewilding might be introduced. This included around the walnut tree on the car park hump, Bishops Avenue, and the grass verge on approach to the Cockhaven Arms from metro Motors.

These were briefly considered, and it was proposed, seconded and unanimously agreed to leave these areas as they are, maintain as always (where relevant) and not to introduce additional wild areas.

AM2106.04 WATER CONSUMPTION AT FORE STREET TOILETS

It was agreed unanimously the water should remain switched off at the meter and the toilet closed to the public until the matter could be investigated fully and the issue dealt with. This would be handled as an urgent matter so as not to allow this facility to remain closed for too long. Cllr. Lambert & Cllr. Gateshill to investigate and liaise with the clerk and chair to discuss further actions required.

AM2106.05 MUGA FLOODLIGHTS

Quotes for replacement floodlights were reviewed.

It was proposed and seconded to reward the contract to Morrell Electrical Group, clerk to advise and determine timeframe for delivery. A recommendation to full council was not required as approval has been given and a budget set already.

It was confirmed that additional planning permission was not required as the changes are improvements to current facilities, with less impact and no introductions or additions.

Cllr. Head advised she has applied to various sources in attempt to secure some funding toward this project, she was waiting to hear back. The clerk confirmed if these applications were unsuccessful the project did meet the criteria for CIL to be used.

THE CHAIRMAN CLOSED THE MEETING AT 8.19PM

CHAIRMAN:

DATED: