

BISHOPSTEIGNTON PARISH COUNCIL

MINUTES

OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE

HELD AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL, AT 7PM ON TUESDAY 12TH OCTOBER 2021

AM2110.01 COMMITTEE MEETING GOVERNANCE:

- .01 **PRESENT:** Cllrs. Gateshill (Chair), Benham, Head, Gill, Grimble, Merritt, Lambert Clerk: K. Ford
- APOLOGIES:** None
- .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 30.06.21, be ratified as a true and correct record. Agreed unanimously therefore **RESOLVED.**

AM2110.02 MATTERS ARISING – LATEST UPDATE:

1. **MUGA: Basketball Hoops** – New stand-alone posts with boards and hoops have been ordered. Now delivered to BGS, he's organising his workforce and will advise installation date imminently.
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: Bollards** – Installed but awaiting realignment and height adjustments to ensure they are more secure in the ground. In addition, at the festival it was discovered the access point needed to be wider, some composite posts to be replaced with removable bollards. Awaiting correction and installation by BGS and final invoice before project can be signed off and s106 fund claimed from TDC.
5. **COCKHAVEN CLOSE PLAYGROUND: Drainage** – Complete and invoice settled.
Committee can now investigate extending/improving the equipment provided, in accordance with the previously resolved ideas...
 - Equipment from Bishopsteignton School – currently in storage awaiting installation once location agreed, further improvements will be necessary to make to equipment safe.
 - Clerk to contact several playground equipment providers for a selection of ideas and quotes at £10k, 20k & 30k. Work in progress.
 - Further investigation into local suppliers using recycled material and sustainable and ethical methods. Also funding options require investigation.
 - It was agreed to enquire with TDC about the transfer of this land to BPC. Clerk to initiate.
6. **CEMETERY:**
Garden of Rest Rose Garden – Awaiting obelisk completion & installation.
Flower beds – a group of volunteers regularly attend to these beds weeding where necessary when availability and weather permits, guided by Kate Yeo in a paid contractor capacity.
7. **BUS SHELTERS:** Installed. Now awaiting green roof plants and shelter seats. Delivery and staffing issues. It was agreed to put up a poster advising passenger of the delay. Press release to be distributed once green roofs are actually green!
8. **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.
9. **LAWNS: Additional Seating** – The new benches and picnic table have and been positioned. Awaiting delivery and installation by BGS of access ramps.
10. **COCKHAVEN ROAD JUNCTION** – Design agreed in principle by this committee, investigation and discussion required to discover potential costs, set a budget and list work required and who will carry out each part (volunteers/contractors?). Member to meet on site to further consider design and options. Doodle poll for meeting options to be sent by the clerk.

AM2110.03 LAWNS CAR PARK HEDGE

Members considered the future of this hedge, following several comments it was blocking the view from a parked car ie. for anyone who immobile. It was proposed, seconded and unanimously agreed for the hedge to stay but be regularly trimmed to keep it tidy.

CHAIRMAN:

DATED:

MINUTES Continued
ASSET MANAGEMENT COMMITTEE meeting held 12.10.21

AM2110.04 MUGA FLOODLIGHTS

Members heard recent parishioner communication regarding the lights being too bright. It was established this was due to the angle of the lamp heads being installed incorrectly, they should be asymmetric. It was proposed, seconded and agreed unanimously for Cllr. Gateshill to contact the original installation contractor to correct this error.

AM2110.05 SIGNAGE

- .01 PLAYGROUNDS – Cllr. Merritt raised this matter, suggesting the wording of both playground signs needed revision. It was agreed to investigate further, members to review wording at a future meeting and approve replacement, clerk to seek quotes for this.
- .02 CAR PARKS – All three car parks which are managed by BPC do not have sufficient signage. Item requires further investigation.

AM2110.06 COMMENTS FROM BISHOPSTEIGNTON VILLAGE FESTIVAL, relevant to this committee:

Several comments from parishioners were considered:

- Hedge on the bank at the junction of Cockhaven Close & Road – shall remain but be cut back more regularly to maintain 3ft height.
- Work towards an accurate map of memorials in the parish cemetery was on going.
- The ramps will be reviewed at a future date, and possibly replaced if not fit for purpose. It was felt a slightly short ramp is better than none at all.
- Wallis Grove sign to be assessed, possible contractors to be asked for their opinions and a quote.

AM2110.07 A.O.B – Members reports for information only – No resolution can be given for a matter which did not feature on the meeting agenda.

- PROW – the following issues were reported to the clerk, who will report them to DCC PROW using the online form; erosion on FP10 and stile too high on FP8. Member were reminded this was accessible and easy to find and use, for anyone to report such issues.
- Cllr. Merritt asked if a dilapidated bench on FP10 could be replaced. The clerk informed him this was not a parish council asset or responsibility and therefore permission could not be granted by the Parish Council. The matter should be pursued with the DCC PROW warden. Clerk to provide contact details.
- Cllr. Merritt updated that the bench due to be installed at the four-parish boundary stone would be done so within the next few months. Delayed due to Covid.
- Cllr. Grimble was pleased to report BOAG had been recognized in a recent Artist of the Year competition.

THE CHAIRMAN CLOSED THE MEETING AT 8.19PM

CHAIRMAN:

DATED: