



Stanway

Parish Council

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Minutes of the Community Assets Committee held on Wednesday 16th July 2020 at 7.00 pm.

- 1. Attendance** In attendance – Cllrs Jordan (Chairman) Norton, Chambers, Baines, Sleeper B, Sleeper J, Spademan and the Deputy Clerk. Cllrs Fowles and Williams also present.
- 2. Apologies for Absence** Apologies RECEIVED and APPROVED from Cllr Bloomfield.
- 3. Declaration of Interest** To allow Parish Councillors to declare a Disclosable Pecuniary, Other Pecuniary or Registerable Non-Pecuniary interest on any matters covered by this Agenda – Cllr Baines on Agenda Item 12, and did not participate in voting on the agenda item.
- 4. Public Participation** - Chair to invite members of the public to indicate if they wish to speak at this meeting either on an item on the agenda or on a general matter not on this agenda – None present
- 5. Minutes of the Community Assets Committee Meeting of Wednesday 17th June 2020**

RESOLVED - to approve the minutes of that meeting as circulated.

6. Clerk's Report with Update – NOTED

7. Financial Report- NOTED

8. Burial Ground Sub-Committee – To RECEIVE and NOTE the update of the Burial Ground Sub-Committee – NOTED

To CONSIDER any recommended actions arising out of those minutes or deal with any matters arising subsequently.

David Fowles was unanimously elected as the new member of the committee. The committee will be responsible for the design and positioning of a Memorial Plaque to mark Trevor Manning's significant contribution to the council and Comb Meadow. Barry Cooper is continuing his work at Comb Meadow.

9. Play Areas and Youth Garden

To CONSIDER any matter or expenditure arising out of the maintenance, redesign and/or replacement of equipment, fencing, gates, outdoor furniture, and any risk mitigation in the recreational areas under the Parish Council's responsibility.

- Silver Witch Green / Lucy Lane South – playground maintenance programme, risk assessment on re-opening playgrounds and personal liability signs for using equipment for planned opening on 19th July circulated and unanimously APPROVED. Noted that Cllr King contacted about permission to place adult gym equipment at Silverwitch Green.

- Youth / Community Garden Redesign (part of the Stanway/Tollgate Links Project) – Cllr Jordan informed committee on most recent problems with anti-social behaviour and involvement of all emergency services. Youth pod, bicycle rack and basketball hoop now removed. Cllr Norton asked about lighting and possibility of CCTV. Dept Clerk confirmed improved lighting will be installed shortly (date tbc). Jane Thompson of CBC has agreed to financial contribution. No clarification of who gifted land to SPC as no paper trail (suggestions of West or Watt families) but Land Registry shows J.L.G. Investment Ltd as owner. AGREED to proceed with discussion about returning some land to owner for local residential parking in return for redesign of area with covenant in place to protect from other development. Cllr Baines suggested use of recycled plastic benches. Cllrs Spademan, Norton, Jordan and Baines offered help with redesign project.

10. Open Spaces To CONSIDER any matter or expenditure arising out of the maintenance, redesign and/or replacement of equipment, fencing, gates, outdoor furniture and any risk mitigation in the Open Spaces and Community Gardens under the Parish Council's responsibility.

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- Parish Noticeboards. Confirmation that order placed for three noticeboards. Funding support from two development companies and received grant funding of £1,000 from Persimmon Homes. Warren Farm noticeboard should be first to be replaced, followed by Dale Close.
- Swan Green. Written to Kevin Bentley about bus shelter which is in poor disrepair.
- Stanway Village Sign. Deposit paid to Bakers of Danbury for refurbishment (start date tbc).
- Tree Maintenance. Cllr Cotter undertaking review of parish owned trees in preparation for appointing tree surveyor to complete full survey of all trees in Stanway and put five-year maintenance contract in place.

11. Street Lighting and Street Furniture

To CONSIDER any matter or expenditure arising out of the functioning / maintenance and/or replacement of equipment or street furniture and any risk mitigation for street lighting and furniture under the Parish Council's responsibility.

- Street Lighting. Survey booked with start date week commencing 3rd August and the work to take 2-3 weeks.

12. Village Hall complex - to CONSIDER any matter or expenditure arising out of the maintenance, redesign and/or replacement of buildings, grounds, equipment, fencing, gates, outdoor furniture and any risk mitigation in the Village Hall complex that is under the Parish Council's responsibility (noting the parameters of the Hall Management agreement with SVHMC).

Cllr Baines gave update on current maintenance projects including replacement of curtains and purchase of electric curtains at cost of £3,000. AGREED that funds would be made available for electric curtains.

13. New Projects – to CONSIDER the timetable for new projects, accepting identifiable community demand or need for what is to be provided and the appropriate budget (including on-going maintenance costs).

Cllr J Sleeper asked about speed signs on Turkey Cock Lane and whether it is possible for SPC to get permission from Essex Highways to self-fund signage. Cllr Williams suggested this be taken to next LHP meeting.

14. Ground Maintenance Contract – Verbal update. NOTED that hedge on London Road and riverbank at Swan Green to be cut in August.

16. Items for Committees/ next Council Meeting - To receive and consider requests for items to be included on agendas for future meetings, other committees or Full Council.

NOTED that footpath, The Folley should be better maintained. Cllrs would like to discuss funding to take over contract from CBC.

17. To CONFIRM the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday, 16th September 2020 at 7.00pm** in the Committee Room, Victory Hall. (August meeting cancelled).

Meeting closed at 9.05pm.