



# Stanway

## Parish Council

Deputy Parish Clerk: Catherine Clouston  
Victory Hall, Villa Road,  
Stanway, Essex CO3 0RH

P: +44 (0) 1206 542221  
E: deputyclerk@stanwaypc.org.uk

21/05

### Minutes of Community Assets Committee Meeting held on Wednesday 17<sup>th</sup> March 2021 at 7.00pm.

In attendance – Cllrs. Jordan (Chair), Baines, Chambers, Norton, Spademan and the Deputy Clerk.

1. **Chair's Welcome** – Cllr. Jordan welcomed everyone to the meeting and confirmed it would be recorded.

2. **Apologies for Absence** Apologies RECEIVED and **APPROVED** from Cllrs. Botha, Bloomfield and Williams.

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 – **NONE DECLARED**

4. **Public Participation** Chair to invite members of the public to indicate if they wish to speak at this meeting either on an agenda item or on a general matter not on this agenda – **NONE PRESENT**

5. **Minutes of the Community Assets Committee Meeting of Wednesday 17<sup>th</sup> February 2021** – **APPROVED** the minutes of that meeting as previously circulated.

6. **Dept. Clerk's Report/Update with Financial Report** – **NOTED and APPROVED** with the following comments:

i/ **CONFIRMED** to accept terms for three year contract with TBS Waste Disposal Services.

ii/ **ADVISED** that noticeboard in London Road bus shelter has been removed for renovation.

iii/ Dept. Clerk to meet Cllr. Spademan on London Road to discuss cutting of hedge with potential problems as raised by Cllr. Norton, of damage to resident's aerial and pub sign.

7. **Burial Ground Sub-Committee** – Cllr. Chambers reported some delay in obtaining quotations for building a Memorial Wall. A report about purchase of an electric "tuk tuk" as a method of transportation of tools around the parish by Maintenance Manager will be circulated for discussion at Full Council - **NOTED**.

#### 8. Play Areas and Open Spaces:

a) **APPROVED** to begin investigation with a several different play equipment providers for their suggestions on the upgrade of the children's play areas at both SWG and LLS.

b) Contamination report for SWG submitted to CBC – **NOTED**.

c) Mole problem at Swan Green resolved – **NOTED**.

9. **Drought Garden: CONFIRMED** to delay any discussion until a response is received from letters sent to West family members by the Clerk about return of land for cycle path through the area.

#### 10. Other Assets:

- **Shed at Tollgate: AGREED** that Dept. Clerk should compile a register of all portable electrical appliances and equipment owned by SPC with details of storage location for future PAT testing and insurance purposes.

- **Swan Green Bus Shelter:** Problems in obtaining quotation for asphalt work to build bus shelter base. Cllr. Baines will send names of contractors used in the past – **NOTED**.

#### 11. Village Hall Complex:

a) **Tollgate carpark drains** – porosity testing complete and awaiting report, but likely recommendation will be to install three new soakaways – **NOTED**.

# Stanway Parish Council

21/06

**b) Tollgate Hall** – Cllr. Baines reported that maintenance work was required on gutters, downpipes and fascias. Cllr. Jordan stated that a formal application would be required to request funding for the work.

**12. 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:

- To review position of ownership of the Drought Garden after response to letters sent to members of the West family to request return of land to enable SPC to provide a cycle path.

**13. To CONFIRM** the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday 21<sup>st</sup> April 2021 at 7.00pm** using remote meeting technology.

**Chair closed meeting at 8.23pm.**