



# Stanway

## Parish Council

Deputy Parish Clerk: Catherine Clouston  
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Dear Councillors,

You are hereby summoned to the forthcoming meeting of the Community Assets Committee of Stanway Parish Council to be held in Victory Hall, Villa Road, Stanway CO3 0RH on **WEDNESDAY 19<sup>th</sup> MAY 2021 at 7.00pm** when the under-mentioned business will be transacted:

*Yours faithfully,*

Deputy Clerk and RFO to the Parish Council

13<sup>th</sup> May 2021

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### AGENDA

#### **1. Chair's Welcome.**

#### **2. To record and approve Apologies for Absence.**

**3. Declaration of Interests:** To allow Councillors to declare either a disclosable pecuniary, or any other pecuniary or registerable, non-pecuniary interests on any matter covered by this Agenda. Members are reminded that, when considering any item, if it becomes clear they have an interest, they must declare it. To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests where required.

**4. Public Participation:** The Chair to invite members of the public to speak – either on an item on the agenda or on a general matter. Public questions are invited prior to the start of the meeting for a maximum of ten minutes, limited to three minutes per person at the discretion of the Chair.

**5. Minutes of the Community Assets Committee Meeting of 21<sup>st</sup> April 2021 - to APPROVE** the minutes of that meeting (previously circulated).

**6. Clerk's Report/Update - To RECEIVE** a report, including financial information, from the Deputy Clerk and, if necessary, an oral update on current and outstanding issues dealt with by the Council.

**7. Burial Ground Sub-Committee - To RECEIVE and NOTE** the on-line discussions of the Burial Ground Sub-Committee and **CONSIDER** any recommended actions arising out of those discussion or deal with any matters arising subsequently.

**a).** Update on construction of Memorial Wall.

## Stanway Parish Council

**8. Play Areas and 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 recreational areas under the Parish Council's responsibility:

- a). **Silver Witch Green** – verbal update on the installation of disability gate.
- b). **Silver Witch Green** – recommendation from CSC that a rubbish bin should be installed by adult gym equipment instead of Chapel Road entrance.
- c). **Silver Witch Green Adult Gym Equipment** – verbal update on progress.
- d). **Sports Field** – to discuss proposal from Stanway Villa to use facility for an open day on 10<sup>th</sup> July.

**9. Other Assets** - 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 of the Other Assets under the Parish Council's responsibility:

- **Swan Green Bus Shelter** – verbal update on progress.
- **Noticeboards** – verbal update on installation.

**10. 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).

- a). **Tollgate carpark drains** – (report circulated on BRE investigation and recommendations from *Your Environment*). To discuss and decide how to proceed.
- b). **Tollgate Hall** – update on building survey condition report at a cost of £1,500.00.
- c). **Tollgate Hall** – update on overhanging trees and broken fence.

**11. Grounds Maintenance Contract** – verbal update.

**12. Waste Collection Contract** – verbal update.

**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.

**13.** To **CONFIRM** the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday 16<sup>th</sup> June 2021 at 7.00pm** at Victory Hall.