



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

21/13

Minutes of Community Assets Committee Meeting held on Wednesday 16th June 2021 at 7.00pm.

In attendance – Cllrs. Jordan (Chair), Baines, Norton, Williams, Chambers, Bloomfield and Spademan and the Deputy Clerk. Cllr. Botha was present via Zoom, as she was isolating, following Government guidelines. A vote was taken and with a majority decision Cllr. Botha was given voting rights at this meeting, on the understanding that this would not set a precedent.

1. Chair's Welcome – Cllr. Jordan welcomed everyone to the meeting.

2. Apologies for Absence – NONE.

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 – Mr B Cooper gave a short presentation on his work for the parish and how having transport would help him develop this role for the benefit of the parish. There were a series of questions about the status of Mr Cooper's driving licence and details of other contractors working for Stanway Parish Council.

5. Minutes of the Community Assets Committee Meeting of Wednesday 19th May 2021 previously circulated – **APPROVED.**

6. To elect a Chair for the forthcoming municipal year: Cllr. Jordan was elected as Chair with majority of five out of eight votes.

7. To elect a Deputy Chair for following municipal year: Cllr. Baines was elected as Dept. Chair with a majority of five out of eight votes.

*Dept. Clerk reminded councillors of their responsibility to the Code of Conduct and accepted that one councillor would be Chair of Corporate Governance, Dept. Chair of Community Assets and Secretary of SVHMC, who leased the council's major asset and the potential conflict of interest – **NOTED.***

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

- to obtain quotations for the relocation of a parish noticeboard from Villa Road to a new position on the green area outside the Community Halls.
- Advised that no tenders received for playground updates but closure date is 24th June.

9. Burial Ground Sub-Committee: discussion on placing a Covid Memorial on new Memorial Wall when construction complete but this was not considered the best option and as there are better places available – **NOTED.**

10. Play Areas and Open Spaces:

a) Dept. Clerk reported that she has not been able to speak to CBC's contractor about options with costs for a wooden disability gate for Silver Witch Green.

21/14

b) Dept. Clerk confirmed the installation of the adult gym equipment was now complete except for an information sign about usage of the equipment.

11. Other Assets:

12. To consider option of leasing a tractor/mower at a cost of £245.00 per month: after discussion concerning height of tractor, availability of different attachments, necessary licences and insurance and other contractual arrangements it was **APPROVED** to lease the tractor for a trial period of three months and then review the situation.

13. Village Hall Complex:

a) **Tollgate carpark drains** – Dept. Clerk read report obtained from Ingleton Wood on the request of Cllr. Baines to review the report received from YourEnvironment. **APPROVED** on request of Cllr. Norton for Dept. Clerk to contact M&H Civil Engineering Water Specialist for a quotation to investigate the carpark drains and retarmac the surface.

14. 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:

- For Corporate Governance to discuss issue of Stanway Residents Facebook group use of Stanway sign as their official logo.
- For Community Services to consider options of a Stanway Covid Memorial and where to place it.

15. To CONFIRM the date of the next Community Assets Committee Meeting will be held on **Wednesday 21st July 2021 at 7.00pm** in the Committee Room, Victory Hall.

Chair closed meeting at 9.03pm.