



Stanway

Parish Council

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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 via the Zoom teleconferencing application on **WEDNESDAY 18th NOVEMBER 2020 at 7.00pm** when the under-mentioned business will be transacted.

This follows the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 and is otherwise supported by the Council's own emergency protocols agreed at its Extraordinary Meeting of 18th March 2020.

******Members of the public are invited to contact the Deputy Clerk via email if they wish to "attend" this meeting******

Yours faithfully,

Deputy Clerk and RFO to the Parish Council

12th November 2020

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 21st October 2020 - 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. To CONSIDER proposals for 2021/22 and 2022/23 and suggestions for 2023/24 budgets (see document).

8. 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.

9. 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 - **ROSPA Report** (if available).

a). Silver Witch Green Adult Gym Equipment Survey – update

b). Woodland Project planting - update

10. 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 areas under the Parish Council's responsibility - update.

a). To **CONSIDER** purchasing two new bins.

11. 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

- **Stanway/Tollgate Links Project** (cycle path through Youth Garden and additional lighting)
- **Parish Noticeboards** (new noticeboards and possible financial support) (see document)
- **Swan Green** (bus shelter) (proposal now at Full Council)
- **Stanway Village Sign** - update
- **Tree Maintenance** – (see document)
- **Shed at Tollgate** – (see document)

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- **Signage** – renewal or replacement of local signs

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 - update.

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). (See document of drains at Tollgate).

13. New Community Centre – to **CONSIDER** and **APPROVE** the final received version of the floor plans received from CBC (with full delegated authority).

14. 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).

a). The Folley – SPC to take over responsibility from Essex County Council for clearance of route

b). To **CONSIDER** the purchase of a trolley for Maintenance Manager (referral from Corporate Governance).

15. Ground Maintenance Contract – verbal update, including report on firebreak on Silver Witch Green.

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.

17. To CONFIRM the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday 16th December 2020 at 7.00pm** – place to be confirmed.