



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

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 17th FEBRUARY 2021 at 7.00pm** when the under-mentioned business will be transacted:

<https://us02web.zoom.us/j/88039938548>

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

11th February 2021

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.

Recording of Meetings: Should anyone wish to record a normal Committee or a Council Meeting, the Clerk must be informed prior to the start of the meeting in order that the Council can comply with Data Protection Regulations.

5. Minutes of the Community Assets Committee Meeting of 20th January 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). to **CONSIDER** and **APPROVE** expenditure on a strimmer up to £250.00.

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). **Lucy Lane South** (improvements recommended by ROSPA report undertaken 14th January 2021) – verbal update.

b). **Silver Witch Green Adult Gym Equipment** Planning permission – verbal update.

c). **Swan Green** – verbal update on mole problem

Stanway Parish Council

9. Drought 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:

a). to **CONSIDER** legal position on ownership and how to proceed (see report).

10. 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:

- **Parish Noticeboards** – to **CONSIDER** option of placing a noticeboard at Swan Green.
- **Shed at Tollgate** – verbal update on electricity supply. To **CONSIDER** and **APPROVE** expenditure up to £300.00 on shelving units.
- **Swan Green Bus Shelter** – update on bus shelter replacement (see report).

11. 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** - to **CONSIDER** and **APPROVE** revised expenditure for porosity testing with full analysis for Tollgate carpark (see report).

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 17th March 2021 at 7.00pm** – place to be confirmed.