



Stanway

Parish Council

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Minutes of the Community Assets Committee held on Wednesday 16th September 2020 at 7.00 pm.

1. **Attendance** In attendance – Cllrs Jordan (Chair) Norton, Baines, Williams, Spademan and the Deputy Clerk.
2. **Apologies for Absence** Apologies RECEIVED and **APPROVED** from Cllrs Chambers, Botha and Bloomfield. Cllrs B. Sleeper and J. Sleeper were also absent.
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 item on the agenda or on a general matter not on this agenda – **NONE PRESENT**
5. **Minutes of the Community Assets Committee Meeting of Wednesday 16th July 2020** – **APPROVED** the minutes of that meeting as circulated.
6. **Clerk's Report/Update with Financial Report- NOTED**
7. **Burial Ground Sub-Committee** – To RECEIVE and NOTE the update of the Burial Ground Sub-Committee – **NO REPORT PROVIDED**
8. **Play Areas, Open Spaces and Youth Garden:**
 - Silver Witch Green: discussed proposal of employing a consultant to progress planning application for adult gym. **APPROVED** to engage Pomery Ltd as a local consultant. TB emphasised the importance of speeding up SPC's application, including survey of local SWG residents, with the guidance of the consultant. JN advised that some equipment was broken at SWG play area. PW suggested that a notice should be put up until maintenance can be done.
 - Youth Garden: discussed proposal received from JLG Ltd about redesign of area including returning some of the land to JLG to become a carpark. **APPROVED** that SPC seek legal advice about status of ownership and whether SPC had any rights as long-term managers of the area before agreeing to any new redesign.
9. **Other Assets:**
 - Parish Noticeboards: **CONFIRMED** that the noticeboard at Warren Farm/Lucy Lane North/Dale Close to be replaced when new noticeboards delivered. JN said that Stanway Rovers needed a new noticeboard. TB advised Villa Road noticeboard required maintenance. PW stated that a new noticeboard should be erected at Lakelands near the new school, to be opened shortly. DJ said he walk around parish to investigate possible sites and provide some suggestions. **APPROVED** that delivery of noticeboards should be delayed until a decision on where to site them had been made.
 - Swan Green Bus Shelter: report from Cllr Bentley not received. Dept. Clerk to chase for details.
 - Stanway Village Sign: Dept. Clerk to contact Bakers of Danbury for a status report on refurbishment.
 - Tree Maintenance: **APPROVED** £250 budget for tree surveyor to assist Jeff Cotter on tree mapping programme.

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10. Street Lighting and Street Furniture:

Survey of streetlights now complete apart from lights managed by UKPN. Dept. Clerk to chase for this. Information received now needs to be transferred into a tender document which requires specialist knowledge. JN suggested that DC assists with producing this.

11. Village Hall complex:

TB thanked SPC for new curtain. She queried delay in spending £5k budget on carpark drainage system and asked for Dept. Clerk to obtain three quotations for the situation of drains to be investigated. TB also stated that the water supply was inadequate for the village halls, and SPC, as a responsible landlord, should ensure a better system is installed. SVHMC will write formally to SPC on this matter. TB objected to the proposal for a garage/shed to be placed in the corner of Tollgate carpark. JS confirmed that DL was making good progress in discussion with Sport England to be able to extend the parking area. DJ advised that more storage was required now that BC is full-time and be able to take on more jobs around the parish. **APPROVED** for Dept. Clark to proceed with investigation of planning options for a garage/shed to be placed on this site.

12. New Projects – NONE

13. Ground Maintenance Contract – Verbal update. JN asked when SWG hedge and fire break would be cut but warned that he would sue SPC should any damage be done to his property (specific request that this was minuted).

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.

15. To **CONFIRM** the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday, 21st September 2020 at 7.00pm** using remote meeting technology.

Chair closed meeting at 9.00pm.