



Stanway

Parish Council

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20/37

Minutes of Community Assets Committee Meeting held on Wednesday 18th November 2020 at 7.00 pm.

In attendance – Cllrs Jordan (Chair), Baines, Chambers, Norton, Spademan, Williams and the Deputy Clerk.

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

2. **Apologies for Absence** Apologies RECEIVED from Cllrs. Bloomfield, Botha, B.Sleeper and J.Sleeper.

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 21st October 2020** – **APPROVED** the minutes of that meeting as circulated.

6. **Clerk's Report/Update with Financial Report** – **NOTED**

7. **To CONSIDER proposals for 2021/22 and 2022/23 and proposals for 2023/24 budget** - **APPROVED** with addition of a wooden bus shelter for Swan Green.

8. **Burial Ground Sub-Committee** – To **RECEIVE** and **NOTE** the update of the Burial Ground Sub-Committee. **APPROVED** - expenditure on necessary equipment of lawnmower and strimmer (already in budget). Discussion on erection of a wall for memorial plaques to be considered for forthcoming budget. TB noted she had an oak tree available for planting in the Burial Ground.

9. **Play Areas and Open Spaces: NOTED** - ROSPA inspection booked for 14th January 2021.

a) Silver Witch Green: update on public consultation closing on 30th November.

b) Planting in public places can still proceed and scheduled to begin early December.

10. **Drought Garden: APPROVED** to seek legal advice to discover whether SPC has any legal rights over the land, gifted by JLG Ltd, since the council has maintained it for thirty years and received grants on the understanding of their ownership. **APPROVED** to purchase two large rubbish bins.

11. Other Assets:

- Parish Noticeboards: **CONFIRMED** that the three new noticeboards will be placed as follows: i/ Warren Farm/Lucy Lane North/Dale Close, ii/ Lakelands Primary School/Wagtail Mews, iii/ Fiveways, replacing noticeboard already in situ.

- Swan Green Bus Shelter: SPC to replace (in 2021/22 budget).

- Stanway Village Sign: refurbished sign in place.

- Tree Maintenance: **APPROVED** to award three year contract to TWH Tree Services.

- Shed: **APPROVED** to award shed building contract to The Steel Shed Company. Discussion about the price for the concrete base and **AGREED** that the Dept. Clerk approach CS Mason for more details about quotation, and if lower price obtained, to circulate details to councillors so a decision could be made as quickly as possible.

- Signage: Councillors to advise on where signs should be placed around the parish and possible wording. **APPROVED** that SPC branded signs should be placed by the playgrounds.

12. Street Lighting and Street Furniture: Update on survey of streetlights and request from CB Homes for additional funds to complete the work.

13. Village Hall complex: CONFIRMED that an engineer will visit Tollgate site to investigate drains and send report with costings to Deputy Clerk. TB reported that provisionally, all bookings at Tollgate Hall had been transferred to the other halls to make room for Tollgate to potentially be used as a Covid testing centre on request of CBC.

14. New Projects: i/ Written request to be sent to Kevin Bentley of EEC to request that SPC take over management and responsibility for The Folley with possible financial compensation for undertaking this work. ii/ cleaning trolley to be purchased for Maintenance Manager undertake cleaning of The Folley.

15. Ground Maintenance Contract – Verbal update. Confirmation that SWG fire break will be done next week.

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 - **NONE**.

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** using remote meeting technology.

Chair closed meeting at 9.27pm.