



Stanway

Parish Council

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Minutes of Community Assets Committee Meeting held on Wednesday 16th December 2020 at 7.00 pm.

In attendance – Cllrs. Jordan (Chair), Baines, Bloomfield, Botha, 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. 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 – Cllr. Scott-Boutell attended meeting.

5. Minutes of the Community Assets Committee Meeting of Wednesday 18th November 2020 – **APPROVED** the minutes of that meeting as circulated.

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

7. Burial Ground Sub-Committee – No report received. Dept. Clerk advised that the trees had been cut according to Tree Maintenance schedule and noted on Clerk's Report. Whips planted as part of Woodland Project.

8. Play Areas and Open Spaces:

a) ROSPA inspection booked for 14th January 2021.

b) Silver Witch Green: update on public consultation. (Report circulated with details of responses). Results overwhelmingly positive in support of adult gym. Confirmation that all information already sent to planning consultant for planning application. Suggestion that a cycle rack should be placed at site to help with any parking considerations.

c) Planting on Silver Witch Green complete apart from rabbit guards. Suggestion to contact local schools to request the pupils did not take plant supports from whips. Discussion on removal of rotten tree, cut down according to Tree Maintenance schedule and included in Clerk's Report. Councillors would like advance notification of such actions.

9. Drought Garden: (Report circulated). Cllr. Norton reported that he had contacted Cllr. Sykes and would speak to the lawyer about new information received. **APPROVED to POSTPONE** decision about legal position to January 2021 meeting.

10. Other Assets:

- **Parish Noticeboards: CONFIRMED** that the three new noticeboards will be placed as follows: i/ Warren Farm/Lucy Lane North/Dale Close, ii/ outside Lakelands Primary School close to defibrillator on school fence, iii/ outside Village Halls under oak tree.

- **Tollgate Shed:** (Report circulated). Cllr. Baines, speaking on behalf of SVHMC, confirmed delivery of shed on 18th January 2021 would be acceptable but any changes to delivery schedule must be advised as disruption to clients must be kept to a minimum. Discussion about electricity supply for shed which Cllr. Chambers clarified would be the same system at Stanway Villa FC operates for their floodlights, and very simple to install. Cllr. Spademan suggested a full risk assessment for a lone worker with reference to a proper water supply for the shed.

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- **Stanway Villa MacDonald bins:** (Report circulated). Cllr. Baines advised that bins had been given to Stanway Parish Council as a gift and therefore were the responsibility of SPC. **APPROVED** to **POSTPONE** decision until January 2021 meeting for evidence of ownership to be identified.

Cllr. Botha left the meeting at 8.30pm as she was uncomfortable with the confrontational manner of the discussion and requested that this be minuted.

11. New Projects:

a) The Folley – Cllr. Baines thanked Cllr. Scott-Boutell for arranging the Neighbourhood Zone Team to clear the path. **APPROVED** to spend up to £400.00 on a cleaning trolley to be purchased for Maintenance Manager to undertake cleaning of The Folley and bus stops.

b) (Report circulated about upgrade of mower for Maintenance Manager). Discussion about merits of upgrade. Cllr. Baines requested a detailed cost benefit analysis. Concern about cost of mower and ability to drive it around the parish. **APPROVED** to spend up to £600.00 on a push-along petrol mower for use at Burial Ground only and stored at this site.

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:

a) Corporate Governance – Risk Assessment for Lone Worker in Tollgate Shed

b) Corporate Governance – Letter to ECC/CBC about SPC taking over responsibility for The Folley

13. To CONFIRM the date of the next meeting - the next Community Assets Committee Meeting will be held on **Wednesday 20th January 2021 at 7.00pm** using remote meeting technology.

Chair closed meeting at 9.03pm.