



Stanway

Parish Council

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21/15

Minutes of Community Assets Committee Meeting held on Wednesday 21st July 2021 at 7.00pm.

In attendance – Cllrs. Chambers (Acting Chair), Bloomfield and Williams and the Deputy Clerk.

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

2. Apologies for Absence – Cllrs. Jordan, Norton, Spademan, Botha and Baines – **APPROVED**.

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 agenda item or on a general matter not on this agenda – **NONE PRESENT**.

5. Minutes of the Community Assets Committee Meeting of Wednesday 16th June 2021 previously circulated – **APPROVED**.

6. Dept. Clerk's Report/Update with Financial Report – **NOTED and APPROVED** with the following comments:

- Dept. Clerk reported that Tollgate workshop had been broken into and a leaf blower and toolbox had been stolen. All details have been reported to the Clerk. The contractor has been contacted about a new door.
- Dept. Clerk reported that it was proving difficult to monitor the movements of Tom Heddle, making it hard to check on any work done to fulfil contractual obligations. It was decided to request a meeting.
- Site Owner and Site User Grass Pitch Maintenance Agreement was reviewed. The councillors had major reservations about the proposed contract as the Sports Field is a community asset and had to be managed as a public area and not for exclusive use of Stanway Villa. There were further concerns raised and it was agreed to add this item for discussion at Full Council.

7. Burial Ground Sub-Committee:

a) NOTED that the building of the Memorial Wall is now complete, and the final invoice has been submitted.

b) NOTED that there has been a complaint about flooding at the Burial Ground but after investigation it is believed to be the responsibility of Essex Highways who need to ensure all the gullies and ditches are clear.

8. Play Areas and Open Spaces:

a) Dept. Clerk reported that she had met CBC's contractor, Bossman Engineering, about options with costs for proper disability access for Silver Witch Green. To move and reposition the metal barrier would cost @ £150.00 and to install a wooden gate would be @ £1,500.00. These were verbal quotations only. **APPROVED** to move metal barrier for £150.00 (G31).

b) APPROVED to postpone any decision about playgrounds tenders. Dept. Clerk to contact Sovereign and Caloo about reuse of some pieces of equipment where possible as part of their submission and ask both companies to present their proposals at September meeting.

9. Other Assets:

a) **Swan Green Bus Shelter** – **NOTED** that the Dept. Clerk has been notified of a further delay to the groundworks but will contact Colne Contracts again to try and obtain a definite date for commencement of work. She would contact Colne Contracts again.

10. Village Hall Complex:

a) **Tollgate carpark drain system** – Dept. Clerk has contacted M&H Civil Engineering Water Specialist on the request of Cllr. Norton for a quotation to investigate the carpark drains and retarmac the surface but no information has been received to date.

11. 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:

- Full Council to consider comments of Community Assets on proposed Site Owner and Site User Grass Pitch Maintenance Agreement proposed by Stanway Villa for management of Sports Field.

1. The date of the next Community Assets Committee Meeting will be held on **Wednesday 22nd September 2021 at 7.00pm** in the Committee Room, Victory Hall.

Chair closed meeting at 7.56pm.