



ST CUTHBERT (OUT) PARISH COUNCIL

COUNCIL SUMMONS: ASSET MANAGEMENT COMMITTEE

Public Notice is hereby given that a meeting of St Cuthbert (Out) Parish Council Asset Management Committee, which Committee Members are summoned to attend, will be held remotely on Wednesday 14th October 2020 at 7pm.

Michele Exton

PARISH CLERK

St Cuthbert (Out) Parish Council

c/o Monitoring Officer

Mendip District Council

Cannards Grave Road

Shepton Mallet

BA4 5BT

T: 07498 780143

E: parish.clerksco@yahoo.co.uk

W: www.stcuthbertoutwellsparishcouncil.co.uk

Please note that this meeting will be held remotely Local Authorities (Coronavirus) (Flexibility of Local Authority meetings) (England) Regulations 2020. The Chairman will begin the formal business of the Council which is open to the public to attend. The meeting will be hosted by Zoom software. To access this meeting, click [Meeting Link](#). The Meeting ID is 843-7862-7547 and passcode 380271. During the meeting there is an opportunity for Members of the Public to speak. *Please see item 04. Public Question Time for remote attendance details for members of the public who wish to speak.*

Visit the website to view all supporting papers for the Agenda below. CONFIDENTIAL papers are only sent to elected members and are not available on line. All documents are PDF (or equivalent) and can be downloaded to a suitable device.

A G E N D A

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1).

02. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authorities ([Model Code of Conduct](#)) Order 2007 SI No.1159. *(NB this does not preclude any later declarations).*

02.01. To receive declarations of interest from Councillors on items on the agenda.

02.02. To receive written requests for dispensations for disclosable pecuniary interests (if any).

02.03. To grant any requests for dispensation as appropriate.

03. EXCLUSION OF THE PRESS AND PUBLIC.

To agree any items to be dealt with after the Public and Press have been excluded from the meeting within the requirements of the [Public Bodies \(Admission to Meetings\) Act](#) (as amended) 1960.

Item 06, 10, 11 and 12.

04. PUBLIC QUESTION TIME.

Members of the Public who would like to speak via Zoom on any item are asked to email deputyparishclerk.sco@yahoo.com and register their request. Public speaking time is normally restricted to 15 minutes in total (up to 3 minutes per speaker) at the discretion of the Chairman. The Chairman will call from those who have indicated that they would like to speak. Alternatively, written comments can be emailed and will be represented to the Cabinet. As issues raised in public session may not relate to items on the agenda, no resolution or action can be taken.

05. MINUTES OF ASSET MANAGEMENT COMMITTEE HELD REMOTELY ON WEDNESDAY 2ND SEPTEMBER 2020.

To confirm and sign as a correct record the minutes of the Asset Management Committee on Wednesday 2nd September 2020 (attached).

06. PARISH MAINTENANCE – PREFERRED CONTRACTOR (ANNEX A1 & A2)

To consider implications, structure and process for establishing a single preferred maintenance contractor on an ad-hoc basis.

To consider quotes and merits of potential contractors and resolve on next steps.

07. BUDGET (ANNEX B1 & B2)

To finalise budget requests for 2020-21 to recommend to Finance & Scrutiny Committee and Full Council.

08. RISK REGISTER, RISK MANAGEMENT AND POLICY STATEMENT & ANNUAL ASSET INSPECTION REPORT (ANNEX C1, C2 & C3)

To review the revised Risk Register, annual Asset Inspection Report and the Risk Management and Policy Statement

To recommend the Risk Register to Full Council for approval to Full Council on 28th October 2020.

To recommend the Risk Management and Policy Statement for approval to Full Council on 28th October 2020.

09. PURCHASE AND REPLACEMENT OF LITTER & DOG BINS (ANNEX D)

To approve the purchase of waste bins at Sharcombe Lane, Dinder; Bus Shelter, West Horrington, The Green at Easton and Palace fields, Dulcote.

10. ALLOTMENT CAR PARK BANK (ANNEX E)

To approve a quote for rotavating the car park bank in preparation of planting & weed suppressing methods. (ANNEX E)

11. COXLEY RECREATION GROUND GRASS-CUTTING (ANNEX F)

To consider and / or approve the quotes for interim grass-cutting of coxley recreation ground over the winter & until 2021-2022 maintenance contracts are agreed.

12. WATER WORKS & FENCE EXTENSION AT THE ALLOTMENTS

To consider a way to progress the outstanding works at the Wells Road Allotments, Wookey Hole.

13. REMOVAL OF DANGEROUS DOG BIN, DINDER (ANNEX G)

To retrospectively approve the invoice from ID Verde for removal of dangerous bin.

14. TREE UPDATE / ADDITIONAL TREE WORKS – COXLEY, DULCOTE & EASTON (ANNEX H)

To run through upcoming works and longer-term requirements

15. UPDATE ON TREE-PLANTING PROJECT, EASTON JUBILEE PLAYING FIELD

To receive an update on the tree-planting project on behalf of Diana Newington.

16. CONSIDER IDEA OF ADDITIONAL PLOTS & DIVISION OF SOME LARGER PLOTS AT THE ALLOTMENTS

To discuss the feasibility and way forward.

17. DATE OF NEXT MEETING.

Remotely on Wednesday 25TH November 2020 at 7pm.