

# **ST CUTHBERT (OUT) PARISH COUNCIL MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE HELD AT COXLEY MEMORIAL HALL ON WEDNESDAY 28<sup>TH</sup> JUNE 2023 AT 7.00PM**

**PRESENT:** Cllr M Cooke; Cllr I Humphreys; Cllr M Mitchell; Cllr J Reeves; Cllr J Zorab.  
**IN ATTENDANCE:** Mrs L Pool (Deputy Parish Clerk); Cllr J Joseph

## **01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

No apologies were received.

## **02. DECLARATIONS OF INTEREST**

**02.01.** There were no declarations of **PERSONAL** interest

**02.02.** There were no requests for dispensation for disclosable **PECUNIARY** interests.

**02.03.** There were no requests for dispensation.

## **03. EXCLUSION OF THE PRESS AND PUBLIC**

Item 8 required the exclusion of the press and public for reasons of commercial sensitivity.

**RESOLVED:** to exclude any members of the press and public from Item 8.

## **04. PUBLIC QUESTION TIME**

There were no residents present.

## **05. MINUTES OF ASSET MANAGEMENT COMMITTEE HELD ON WEDNESDAY 7<sup>TH</sup> JUNE 2023.**

To confirm and sign as a correct record the Minutes of the Extraordinary Asset Management Committee on Wednesday 7<sup>th</sup> June 2023 (attached).

**RESOLVED:** the Minutes of the Extraordinary Asset Management Committee held on Wednesday 7<sup>th</sup> June 2023 were approved.

## **06. DOG WASTE BINS: EASTON / STRAWBERRY LINE, HORRINGTON CRICKET CLUB & COLLECTION FREQUENCY**

East Horrington: Given Somerset Council's confirmation about waste collection responsibilities being its responsibility, the Committee agreed to proceed with the purchase of a dog waste bin on Chilcote Lane, East Horrington, outside Horrington Cricket Club.

Multi-User Paths & High Green: Regarding a dog waste bin close to the Ebbor Lane exit of the Multi-User Path (Easton), it was agreed that a coordinated approach was required more widely to ensure that all councils involved were acting cohesively. Further investigation was requested.

Waste collection frequency: There was also a discussion about the contractors involved in collection, the longer-term future of waste collections and ownership of commonly-used bins on the Strawberry Way at the Leisure Centre and Haybridge

Lane. It was relayed that Wells City Council's Outdoor Spaces Officer had asked whether the Council would join in supporting requests for increased frequency of waste collection; it was agreed that working together would have more leverage and the Deputy Clerk was to pursue.

**RESOLVED:** to approve the purchase and installation of a dog waste bin on Chilcote Lane, East Horrington.

**RESOLVED:** to establish who has responsibility for co-ordinating bins and other infrastructure on the Multi-User Paths.

**RESOLVED:** to agree to support Wells City Council in lobbying Somerset Council to review waste collection frequency, and request the frequency is increased.

## **07. ALLOTMENT ISSUES - VARIOUS**

Plot 36 clearance: the Deputy Clerk relayed that no clearance had been done by the out-going tenant and requested approval of the clearance costs offered in the quote. It was noted that the costs of clearance against the annual revenue was extremely out of proportion; the Deputy Clerk is to summarise recent costs incurred at the allotments against the revenue and inform all tenants of this. It was requested that, in clearing, the contractor retains any structures (eg cold frames, paving slabs) that can be re-used by other tenants. The Deputy Clerk is to request this and suggest a practical method and timeframe. Ideas were also shared about how best to ensure clearance costs are borne by the out-going tenant in future; this will be revisited at the next meeting.

Baseline Standards work: it was clarified that the contractor taking up the annual maintenance contract for grass-cutting, hedge-cutting & play inspections had accepted the contract as per the Decision Notice and the offer of a days' clearing to establish a base line standard from which to start was an optional extra. Specifically, this involves the perimeter paths, car park bank and The Triangle at the allotment site. After discussion, it was agreed that the contractor undertakes the additional work for £450 as soon as possible, that the work is evidenced with photos, forwarded to the Deputy Clerk and that the £450 would be deducted from the final monthly payment in July 2024, if the areas were not left in the same condition as evidenced in July 2023.

Apple Tree request: it was agreed that the requested positioning of the proposed apple tree on Plot 49 was not suitable. A pot-bound apple tree was instead requested and that its positioning would be on the far side of the plot and not road-side.

OAP Concessions: it was pointed out that the rent of plots was very cheap and the concessionary rate was questioned. It was agreed to cancel the OAP concessionary rate from 01 October 2023, providing the Council were contractually able to do so, and tenants informed as soon as possible.

Orchard Vale Trust allotment visit: the Deputy Clerk informed the Committee that this had been arranged for Thursday 29<sup>th</sup> June. A number of tenants had requested not to be involved for various reasons.

**RESOLVED:** to approve the quote for clearance and waste disposal of £450 of Plot 6 and request the contractor makes any viable structures available to other tenants.

**RESOLVED:** to approve the quote of £450 to establish baseline standard of work by the new contractor, that this clearance was evidenced and that the amount would be

deducted from the final monthly payment if the plot is not in the same condition in July 2024.

**RESOLVED:** to request the tenants of Plot 49 only plant a *potted* Apple Tree and that it is located on the non-road side of the allotment, next to plots 39 and 42.

**RESOLVED:** to confirm the process for cancelling OAP concessionary rates from 01 October 23.

#### **08. WELLS CITY FOOTBALL CLUB AGREEMENT**

The final version of the agreement with Wells City Football Club was agreed. It was pointed out that the agreement held the condition that the shed was to be moved further back towards the river and the Committee insisted that this be done before the agreement was signed (by 01<sup>st</sup> August 2023). Goalposts were also to be relocated, as their current position prohibits grass-cutting. They are to be stored alongside the shed.

**RESOLVED:** to offer the presented agreement for signature, on the condition that the shed is relocated before signing.

#### **09. POLSHAM BUS SHELTER PROGRESS**

It was agreed that more resident input was required to determine the best use of the bus shelter. In the interim, the following were deemed the basic immediate requirements: a basic bike-locking facility, repaired blockwork, an interpretation panel and a re-paint. References to the Polsham Elm should be included on the panel, and parish council logo and/or name should be on the fascia board. It was also noted that Wookey Hole's bus shelter should also have a parish council identity.

Cllr Joseph requested a budget of £1000 and that he, the Deputy Clerk and Chair of the Committee develop a more detailed plan after residents had been canvassed at the imminent Polsham Party, and return the plan to the next meeting on 9<sup>th</sup> August.

**RESOLVED:** to approve a budget of £1000 to come from Marked Reserves for Street Furniture (Bus Shelter Refurbishments) for the project and for a detailed plan to be provided for the next meeting on 9<sup>th</sup> August.

#### **10. VILLAGE SIGNS: EAST HORRINGTON**

It was emphasised that speeding, particularly in the Wells direction, on the Old Frome Road through East Horrington was notorious and that a speed limit (or an advisory 20mph, only after consultation with Highways Somerset) sign alongside the village name would be a clear reminder to drivers. It was also mentioned that the boundaries of East Horrington, particularly towards Wells, would include as far as the Golf Club. More generally, village signs and parish identity were discussed and there was an appetite for a more long-term, creative, attractive approach to all village signs that enforces both the Parish Council and local village identities, similar to the Mill Stream Villages in Wookey Parish. The Deputy Clerk is to do more research on what scope parishes have for village signs, issues around land ownership, installation, possible costs and return to the next meeting with more information. It was agreed in principle that East Horrington needed some village identification, along with speed limits, but that this could be part of a wider programme.

**RESOLVED:** to establish more understanding of a parish-wide village signs programme and to inform the resident that signs for East Horrington are agreed in principle.

#### **11. BANK EROSION & POSSIBLE SOLUTIONS, COXLEY**

It was made clear that action was needed to address the erosion and a budget should be put in place. It is anticipated that construction machinery would soon be on site and that the Deputy Clerk would liaise with Goldings Groundworks for a supply of excavated soil, to be used as and when the erosion prevention method has been established and installed. A budget of £1000 was approved, to include contractor project management fees; the Deputy Clerk is to liaise with Ian Chedgy & other relevant experts to firm up a plan and to proceed in implementation. The Committee request progress updates and their comments sought at regular intervals. It should also be confirmed that the Environment Agency are aware of, and approve, the works scheduled for the Multi-User Pathway.

**RESOLVED:** to approve a budget of £1000, to come from the Ground Maintenance Reserves & Other budget, for the planning, purchase and installation of an erosion prevention solution at Coxley Recreation ground.

#### **12. WOOKEY HOLE BUS SHELTER NOTICEBOARDS**

The background to the bus shelter restoration was relayed, as was the point from Cllr Danson that the fabric of the shelter needs repair before any notice boards are installed. The Deputy Clerk is to provide a full plan and costings for the proposed work, namely roof repairs, treating weatherboards, painting inside & out and making good the steps and pathway leading to the shelter. It was also noted in a previous item that parish council identity should be evident in the shelter. The notice boards would follow as a next phase, involving residents' input via the Wookey Hole Residents Forum.

**RESOLVED:** provide a full plan including quotes for the above works.

#### **13. DATE OF NEXT MEETING.**

**Wednesday 9<sup>th</sup> August 2023** at 7pm, Coxley Memorial Hall.