

# **ST CUTHBERT (OUT) PARISH COUNCIL MINUTES OF THE MEETING OF THE ASSET MANAGEMENT COMMITTEE HELD AT COXLEY MEMORIAL HALL ON WEDNESDAY 31<sup>ST</sup> JANUARY 2024 AT 7.00PM**

**PRESENT:** Cllr M Cooke; Cllr M Mitchell; Cllr M Lunnon; Cllr J Reeves; Cllr J Zorab.  
**IN ATTENDANCE:** Mrs L Pool (Parish Clerk), Cllr T Hathway (ex-officio); Cllr M Hayden(Chair, Finance & Scrutiny Committee)

Cllr M Hayden was co-opted onto the Committee for further budget and finance input.

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

Cllr I Humphreys sent apologies for health reasons.

**RESOLVED:** to accept the apologies for the reasons given.

## **02. DECLARATIONS OF INTEREST**

**02.01.** There were two declarations of **PERSONAL** interest in Item 6 by Cllr Reeves and Item 11 by Cllr Mitchell.

**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**

Items 6, 9 & 11 would exclude the press and public for reasons of commercial sensitivity.

**RESOLVED:** to exclude Members of the Public from the items above on grounds of commercial sensitivity.

## **04. PUBLIC QUESTION TIME**

There were no Members of the Public present.

## **05. MINUTES OF ASSET MANAGEMENT COMMITTEE HELD ON WEDNESDAY 01<sup>ST</sup> NOVEMBER 2023.**

To confirm and sign as a correct record the Minutes of the Asset Management Committee held on Wednesday 1<sup>st</sup> November 2023 (attached)

**RESOLVED:** the Minutes of the Asset Management Committee held on Wednesday 1<sup>st</sup> November 2023 were approved.

## **06. RIVER SHEPPEY EROSION SOLUTION & ASSOCIATED TREE WORKS**

Considerable discussion was given to the merits and prices of both quotes received for the works to address the erosion hole on the edge of Coxley Recreation Ground. There were different opinions about the impact of Cain Bio-Engineering proposals to grade both north and south banks and the construction methods of both quotes were debated.

It was pointed out that the hole had enlarged further recently: safety for users of the playing field and protection of the River Sheppey were agreed as the underlying principles in any future action and that action shouldn't be delayed further.

It was appreciated that the Committee had been encouraged to seek an additional expert opinion. The Environment Agency Permits, if successful, would be affirmation of Cain Bio-Engineering Construction Proposals and, ultimately the Environment Agency would make the decisions on the validity of those construction proposals. Some Councillors felt that the experience of Cain thus far had been very professional, reassuring and their credentials in this field exemplary: the most pragmatic solution was to continue with their expertise. This view was not unanimous, however, and there were reservations about construction methods, safety policies and additional costs (namely, the feedback meeting).

It was confirmed that the budget accommodated the quote and the costs are, for construction £8000.00, submission of Environment Agency permissions and fees £726.00. Apart from the technical reasons for selecting Cain, the quotation was considerably cheaper.

Tree works quotes for the two alders were considered, as they are necessary to allow works to commence after bird-nesting season. The quote from JK Tree Services for £340.00 was approved

It was agreed that the Clerk should write formally to Coxley Community Land Trust informing them of the proposed works and request they acknowledge the plans are acceptable. Neither resolutions below were unanimous.

**RESOLVED:** To proceed to ask Cain Bio-Engineering to submit the Environment Agency permits based on their Construction Proposal and providing these were approved, to proceed with works (but excluding the additional buttress)

**RESOLVED:** Should the Environment Agency not approve Cain construction proposals, the second quote could be reconsidered and permits progressed by Bernard Perry Ltd & St Cuthbert (Out) Parish Council.

**RESOLVED:** to proceed with the quote for Tree Works from JK Tree Services.

## **07. ASSET & SERVICE DEVOLUTION**

It was noted that, although a little more information had emerged from Somerset Council about the costs of some services (verge-cutting, Highway Stewardship schemes), the Council were still not in a position to move anything forward with certainty.

## **08. ANNUAL MAINTENANCE CONTRACTS**

The additions and removal of various sections of the Annual Maintenance Contract were approved as presented, as was the proposed timeline. The incorrect year was referenced & the Clerk would amend.

**RESOLVED:** to accept the following amendments: Grass cutting – the playing field at Coxley would be included in the schedule for cutting every 10 days in a defined timeframe. The Triangle would be cut every 10 days, not '*at least* every 10 days.'  
Hedge-cutting – the hedgerow behind the goalposts at Easton Jubilee Playing Field would be included. Named storm damage inspection would also be added as a

clause, as would the requirement for a Certificate of Arboricultural Conformance following annual tree works.

#### **09. BUS SHELTER CLEANING**

The three quotes were considered for contractors to undertake a one-off clean of 9 bus shelters in the parish.

**RESOLVED:** to accept the quote from Crystal Clean windows for £30 per unit.

#### **10. STRAWBERRY LINE BENCH REQUEST**

It was agreed that the only course of action for residents & the Strawberry Line Society to acquire a bench was to be invited to apply for a grant and take full responsibility for ownership, insurance and maintenance. This is because Greenways are the leaseholders of the Multi-User Path, and not the Council.

#### **11. UPDATE ON VARIOUS MAINTENANCE & WORKS**

a) Cuff replacements for play equipment at Dulcote & Coxley

**RESOLVED:** to proceed with the order and installation of various cuff replacements for a total of £221.92

b) T-for-2 Swing (Dulcote): the Clerk was requested to write to Sutcliffe Play SW to thank them for their efficiency and input in returning the T-for-2 Swing to life.

c) grass-cutting at Coxley Playing Field, March-June 2024;

**RESOLVED:** to proceed with the existing contractor until the end of June, at £55 per cut every 10 days, after which the grass-cutting would be incorporated into annual maintenance contracts.

d) Street light at South Bank, Wookey Hole; Cllr Lunnon pointed out that there were 2 other faulty streetlights along the Monarch's Way footpath, as well as that outside Bell House. As no quotes had been received, there was no resolution but the Clerk is to persist in establishing ownership.

e) Plot 17: it was agreed to discuss with the tenant about their circumstances before formally seeking a quote for dividing the plot. It was noted that, with vacant plots and imminent Spring growth, the Council should be campaigning for new tenants urgently, to avoid the costs of clearance later in 2024.

f) Annual Tree Works: the Clerk informed the Committee that the works were due to be completed by 31<sup>st</sup> January 2024. A resident had raised concerns about the leaning tree by The Leat in Coxley and the Clerk was to respond.

g) OAP concessions for allotment tenants

**RESOLVED:** To notify the relevant tenants that the OAP Concessionary Rates would cease to be available from 01 October 2024.

#### **12. DATE OF NEXT MEETING.**

**Wednesday 13<sup>th</sup> March 2024** at 7pm, Coxley Memorial Hall.