

ASSET MANAGEMENT COMMITTEE RESOLUTIONS, JANUARY 2020 - PRESENT				
date	Resolution	Attendees	Key words	Tender involved ?
08/01/20	<p><b>RESOLVED: To purchase a new grit bin for Milton Lane / Tynings Lane junction, close to Pear Tree Cottage, BA5 1DH.</b></p> <p><b>RESOLVED: To retrospectively approve the purchase of two grit bins located at Upper Breach and Old Frome Road.</b></p> <p><b>RESOLVED: To recommend to Full Council to approve the amended, draft Risk Register.</b></p> <p><b>RESOLVED: The Risk Management and Policy Statement was recommended to Full Council.</b></p> <p><b>RESOLVED: the iron 'Fields In Trust' plaque is to be returned.</b></p> <p><b>RESOLVED: To recommend to Full Council to reverse their resolution on 08<sup>th</sup> April 2019 to approve that the allotments rents are to be increased from 01<sup>st</sup> October 2019 and defer increasing the allotment rents until 01<sup>st</sup> October 2020.</b></p> <p><b>RESOLVED: The quote for sampling of possible asbestos at The Triangle by L A Moore was approved.</b></p> <p><b>RESOLVED: To approve that the Tenancy Agreement is amended to include the xxx condition deposit.</b></p> <p><b>RESOLVED: The quote to clear the vacant plots was approved</b></p> <p><b>RESOLVED: The committee would like to suggest funds for up to 12 signs</b></p>	PF, TM, MM, IH, JR	<p>Grit bins</p> <p>Risk register; RMPS</p> <p>Fields In Trust; Coxley Allotments; rents;</p> <p>Triangle; Asbestos</p> <p>Tenancy Agreement; deposit</p> <p>Plot clearance Dog Fouling</p>	
23/01/20	<p><b>RESOLVED:</b> The Committee resolved to monitor issues raised in the report, where the Risk Level is identified as 'Very Low'. In-house Playground Inspections would be done more frequently. They resolved to take action where Risk Level was identified as 'Low'.</p> <p><b>RESOLVED:</b> To include a clause in the maintenance contract that requested the contractor to submit documented certification of playground inspections, including where there are no issues or changes (nil returns) by the 2<sup>nd</sup> Tuesday of the following month.</p> <p><b>RESOLVED:</b> The Committee decided to decline the offer. They suggested that allotment holders form a group or association, which would then be in a good</p>	PF, TM, MM, IH, JR	<p>Playground Inspections</p> <p>Playground Inspections; contractor documentation</p> <p>Manure; allotments</p>	

	position to apply for grants.			
01/04/20	<p><b>RESOLVED:</b> To retrospectively approve invoice for items 1-6 and Item 8 of car park contract.</p> <p><b>RESOLVED:</b> To retrospectively approve invoice for plot clearance.</p> <p><b>RESOLVED:</b> to retrospectively recommend the tree removal at the allotments.</p> <p><b>RESOLVED:</b> To approve First Call Asbestos Services to remove asbestos at their earliest opportunity</p> <p><b>RESOLVED:</b> to defer decisions on repair priorities</p> <p><b>RESOLVED:</b> to continue on month-to-month basis with current maintenance contractor.</p> <p><b>RESOLVED:</b> To separate the annual maintenance contract into 3 specialisms.</p> <p><b>RESOLVED:</b> Tenancy Agreement would be amended to include the suggested shed base of 6x4ft (1.2x1.8m).</p> <p><b>RESOLVED:</b> To defer the discussion to a future meeting.</p>	PF, TM, MM, IH, JR, MH - remote	<p>Allotment car park;</p> <p>Allotment plot clearance</p> <p>Tree removal</p> <p>Asbestos; The Triangle</p> <p>Play Areas; repairs</p> <p>Extension to AMCs (below)</p> <p>Annual Maintenance Contracts</p> <p>Allotments; sheds</p> <p>Parish Lengthsman</p>	
06/05/20	<p><b>RESOLVED:</b> To pay the invoice on completion of the works.</p> <p><b>RESOLVED:</b> To replace the word 'suggested' with the word 'maximum' and to incorporate this into all tenancy agreements for the year 2020 (October 1<sup>st</sup>) to 2021 (September 31<sup>st</sup>).</p> <p><b>RESOLVED:</b> to pursue the details, fixings and fittings of the Mendip District Council-recommended Derby Standard Litter Bin up to a cost of £500.00</p> <p><b>RESOLVED:</b> To purchase 8 signs of the Raymac rigid plastic signs</p> <p><b>RESOLVED:</b> To purchase periwinkle plants and any additional snowdrops to the value of £50.</p> <p><b>RESOLVED:</b> It was agreed that the new tree specialist that has been awarded the annual maintenance contract (trees and hedges) would be requested to include the allotments and the triangle in his work.</p> <p><b>RESOLVED:</b> To notify the Easton Wildlife Group of the priority of a village survey</p>	PF, TM, MM, IH, JR - Remote	<p>Allotment car park; fencing</p> <p>Tenancy Agreements</p> <p>Coxley; litter bin;</p> <p>Dog fouling signs</p> <p>Allotment car park bank</p> <p>AMContracts; trees &amp; hedges; allotments</p> <p>Resident survey; Easton</p> <p>JPF</p>	
10/06/20	<p><b>RESOLVED:</b> To award the repair work to JenBee Ltd.</p> <p><b>RESOLVED:</b> on clarification that Phil Litson's quote includes work on the backboard at Coxley, to award the contract for refurbishment to him.</p>	TM, IH, MM, JR- remote	<p>Notice boards</p> <p>Phone Boxes</p>	

	<p><b>RESOLVED:</b> to allocate £500.00 for the treatment of Japanese knotweed and confirm a contractor after a site visit with Joe Taylor of Mendip Trees and Landscaping Ltd.</p> <p><b>RESOLVED:</b> to accept the survey submitted from Easton Wildlife Group on the condition that diagrams were larger, surveys are numbered and an additional question included (“Would you or your family normally use Easton Jubilee Playing Field?”).</p> <p><b>RESOLVED:</b> To request amendments to the existing lease document. Paragraph 5(a) to be removed. To replace wording of Paragraph 3.2 with the following: “Wells Rugby Football Club shall cut entire grassed area of the Recreation Field on a regular basis (once fortnightly) all year round.”</p> <p><b>RESOLVED:</b> to accept the revised quote from The Arborist</p>		<p>Japanese Knotweed</p> <p>Resident survey; Easton JPF; tree-planting</p> <p>Wells RFC; Coxley;</p> <p>Allotments; The Triangle</p>	
07/07/20	<p><b>RESOLVED:</b> to approve that the Committee votes via email when ID Verde quote is received on 18<sup>th</sup> August.</p> <p><b>RESOLVED:</b> St Cuthbert (Out) Parish Council will re-open the play areas and ensure the disclaimer notice issued by Mendip District Council are laminated and posted at all sites.</p> <p><b>RESOLVED:</b> To confirm with Church Commissioners that they approve the siting of a litter bin, as opposed to a dog waste bin.</p> <p><b>RESOLVED:</b> To confirm that Mendip District Council will pay for the costs of waste collection.</p> <p><b>RESOLVED:</b> To make a site visit to decide the best siting and fixtures of the bin prior to ordering.</p> <p><b>RESOLVED:</b> To approve that the Easton Wildlife Group proceed with their order of trees from the Woodland Trust.</p> <p><b>RESOLVED:</b> To mark out the boundary of the tree-planting site before 2<sup>nd</sup> September. Cllrs Humphreys and Newington to coordinate.</p> <p><b>RESOLVED:</b> To invite Easton residents to offer their prioritised suggestions for new equipment via Facebook. Cllr Newington is to coordinate and return findings by Tuesday 18<sup>th</sup> August.</p> <p><b>RESOLVED:</b> To continue to apply the herbicide treatment until June 2021.</p> <p><b>RESOLVED:</b> To gather quotes for contractors to trim, clear and make suitable for domestic mowing the eastern, allotment-side half of the Triangle.</p>	IH, TM, MM, JR - remote	<p>Play area equipment; repairs</p> <p>Covid-19 notices</p> <p>Palace fields Litter bin</p> <p>Waste collection</p> <p>Palace Fields litter bin</p> <p>Tree-planting</p> <p>Easton JPF</p> <p>Residents; Easton JPF</p> <p>Japanese Knotweed</p>	

	<p><b>RESOLVED:</b> To accept the quote from Webbs Garden and Ground Maintenance for the clearance of Plots 34a and 35b for £190.00</p> <p><b>RESOLVED:</b> To review a full Tree Survey on September 2<sup>nd</sup>.</p> <p><b>RESOLVED:</b> to present the lease to Wells Rugby Club, once suggested amendments by Cllr Danson had been incorporated by Bill Bartlett, Solicitor, and the final version was received by the Council.</p> <p><b>RESOLVED:</b> To retrospectively approve the quote by Ian Chedgy (The Arborist) of £110.00 for two cuts.</p> <p><b>RESOLVED:</b> To gain an estimate of the extra costs incurred by the contractor, which SCOPC will authorise. Once an invoice is submitted, SCOPC will claim funds from Mendip District Council.</p> <p><b>RESOLVED:</b> To conduct a site visit to consider best locations.</p> <p><b>RESOLVED:</b> To investigate what are the necessary authorisations from power / communications companies regarding pole-mounted dog bins.</p> <p><b>RESOLVED:</b> to investigate whether moving the Knowle Lane Bin is more or less expensive than purchasing a new dog bin.</p>		<p>Plot clearance; allotments</p> <p>Tree survey Wells RFC; Coxley</p> <p>Allotment car park;</p> <p>East Horrington churchyard;</p> <p>Litter &amp; dog waste bins</p>	
02/09/20	<p><b>RESOLVED:</b> to approve The Arborist to undertake essential tree works at Coxley Recreation Ground and Wookey Hole Allotments and for Arbortech to undertake essential tree works at Dulcote Recreation.</p> <p><b>RESOLVED:</b> St Cuthbert (Out) Parish Council confirmed that the council is responsible for all tree maintenance at Dulcote Recreation Ground.</p> <p><b>RESOLVED:</b> to maintain the agreement of the 22<sup>nd</sup> July Meeting to vote by email by Monday 7<sup>th</sup> September.</p> <p><b>RESOLVED:</b> to approve the invoice for £315.00 for clearance of Plots 34A and 35B.</p> <p><b>RESOLVED:</b> to approve the invoice for £120.00 for installation of Broxap bin.</p> <p><b>RESOLVED:</b> To approve payment of £260.00 to Webbs Garden &amp; Landscape for legacy works at East Horrington Churchyard and the perimeter path at the Allotments.</p> <p><b>RESOLVED:</b> To explore funding opportunities to cover costs incurred by Covid-19.</p> <p><b>RESOLVED:</b> To investigate with St Thomas's Church the reasons for SCOPC involvement and incurred costs at East Horrington (Old) Churchyard</p> <p><b>RESOLVED:</b> to take no further action regarding a pedestrian gate.</p> <p><b>RESOLVED:</b> to purchase two signs for both sides of the vehicular gate</p>	IH, TM, PF, JR - remote	<p>Tree works; Allotments; Coxley; Dulcote</p> <p>Play Area repairs</p> <p>Plot clearance; allotments Litter bin; Coxley East Horrington churchyard; Webbs</p> <p>Allotments Allotments; car park;</p>	

	<p><b>RESOLVED:</b> to refer the proposal to the Environmental Working Group.</p> <p><b>RESOLVED:</b> the rent structure for allotment tenants would remain the same.</p> <p><b>RESOLVED:</b> the acquisition of bins at Palace Fields, The Green in Easton and at West Horrington would be pursued.</p> <p><b>RESOLVED:</b> Councillors would negotiate with Wells Rugby Club regarding the purchase of the container and agreed a level of funds available.</p> <p><b>RESOLVED:</b> Quotes for 2 grass cuttings of pitch and surrounding area in September and October would be sought in the event that the current grass-cutting regime did not continue.</p>		<p>signage</p> <p>Insect corridors</p> <p>Allotment rents</p> <p>Litter bins</p> <p>Wells RFC</p> <p>Coxley; grass-cutting</p>	
14/10/20	<p><b>RESOLVED:</b> to recommend the amendments Financial Regulations section 10.3, 11.1.d and 11.1.h to the Finance and Scrutiny Committee.</p> <p><b>RESOLVED:</b> to accept all 5 contractors as 'preferred contractors.'</p> <p><b>RESOLVED:</b> to compile a list that matches potential jobs with the skills set of these 5 contractors and to investigate the requirements of Section 8 applications for highway work.</p> <p><b>RESOLVED:</b> to recommend the budget above to the Finance &amp; Scrutiny Committee for approval.</p> <p><b>RESOLVED:</b> to recommend approval of the amended Risk Register to Full Council with above amendments.</p> <p><b>RESOLVED:</b> to recommend approval of the Risk Management and Policy Statement as presented.</p> <p><b>RESOLVED:</b> to approve the purchase and installation of 3 litter and 1 dog waste bins for The Green (Easton), Palace Fields (Dulcote), West Horrington bus shelter and Sharcombe Lane, Dinder.</p> <p><b>RESOLVED:</b> to approve a strim and rotavate in early spring by the contractor previously used for plot clearances, on the condition of approval of the proposed amendments to financial regulations regarding the 'preferred contractor' resolution</p> <p><b>RESOLVED:</b> to inform the chosen contractor that we require 2 to 3 cuts at the quoted price of £55 per cut on an ad-hoc basis over the winter.</p> <p><b>RESOLVED:</b> to set a new deadline for completion of 4 weeks from the date of this meeting, after which the contract will be terminated. This date is Sunday 15<sup>th</sup></p>	IH, TM, MM, ML, PF - remote	<p>'Preferred Contractor'</p> <p>'Preferred Contractor'; skills set</p> <p>Finance &amp; Scrutiny</p> <p>Risk Register</p> <p>Risk Register; RMPS</p> <p>Litter bins</p> <p>Allotments; plot clearance</p> <p>Coxley; grass-cutting</p> <p>Water works</p>	

	<p>November 2020.</p> <p><b>RESOLVED:</b> the Committee will arrange the closure of the allotments to ensure Covid-19 security measures to facilitate completion. The contractor is requested to advise the Asset Management Committee and Deputy Clerk of the date in reasonable time.</p> <p><b>RESOLVED:</b> to approve the invoice retrospectively that removed the doamaged dog bin.</p>		<p>Allotments;</p> <p>Dog bin.</p>	
25/11/20	<p><b>RESOLVED:</b> To seek a second opinion from Somerset Forge Ltd, regarding their credentials and costs for the repairs.</p> <p><b>RESOLVED:</b> To recommend that Full Council approve the proposal and nominated contractors for a 'preferred contractor' process at the earliest opportunity.</p> <p><b>RESOLVED:</b> The Deputy Clerk to prepare a revised list of 5 contractors and typical works after Full Council's decision</p> <p><b>RESOLVED:</b> To develop a long-term policy that facilitates access for all mobilities to all play areas.</p> <p><b>RESOLVED:</b> To request whether Somerset Forge Ltd would consider a new, wider gate free of charge, if their advertising was permitted on the gate.</p> <p><b>RESOLVED:</b> To get quotes from 3 of the 'preferred contractors' for exterior repairs and renovation and for cleaning and refreshing interiors as specified and to quote a price for each phone box individually</p> <p><b>RESOLVED:</b> Due to new circumstances, the Committee has withdrawn item 9 (Water works) from the Wookey Hole Allotment Gardens carpark contract and considers the remainder of the contract for the construction of a small parking area and associated works at Wookey Hole Allotment Gardens fulfilled (Items 1-8).</p>	IH, MH, ML, TM, MM (remote)	<p>T for 2 swing</p> <p>'preferred contractor'</p> <p>Preferred contractor</p> <p>Mobility &amp; access to play areas</p> <p>Easton JPF, gates</p> <p>Phone boxes</p> <p>Allotments, car park</p>	
06/01/21	<p><b>RESOLVED:</b> To submit the amended changes to the Invitation To Tender document to Full Council for approval on Tuesday 12th January 2021</p> <p><b>RESOLVED:</b> To authorise the building of a stock fence across the gap between the allotments and The Triangle and to engage a competent hedge-laying contractor to strengthen the hedgerow. The works are not to exceed £1,000.</p> <p><b>RESOLVED:</b> To decline the request to install a dog bin at Gilbert Scott Road.</p>	PF, MH, IH, MM (remote)	<p>Allotment car park</p> <p>Allotments, fencing</p> <p>Dog waste bins</p>	
10/02/21	<p><b>RESOLVED:</b> to take action to create 5 new plots by dividing Plot 34a creating 1 additional plot, Plot 6 into 2 available plots and 2 new plots on the land adjacent to the car park, to include clearing, rotavating and fencing. Darren Durbin is to be contacted.</p>	IH, TM, MM (remote)	<p>Plot creation, allotments</p>	

	<p><b>RESOLVED:</b> To request Darren Durbin concurrently prepares the land for the car park bank.</p> <p><b>RESOLVED:</b> To prioritise the two outstanding repairs to the aerial runway and 'T for 2' Swing within the current year's budget.</p> <p><b>RESOLVED:</b> To address the repair issues listed above by seeking manufacturer's input, costs or by a contractor employed on other work.</p> <p><b>RESOLVED:</b> to accept the 4<sup>th</sup> quote of renovation and 2 replacement doors at East and West Horrington for £2,625.00, and a guarantee that the inside of the doors is painted as well as the outside.</p> <p><b>RESOLVED:</b> To proceed by requesting prices for installation from Phil Litson and then ordering the bins.</p> <p><b>RESOLVED:</b> Retrospective permission for the invoice of £25.73 for play area signs was approved</p> <p><b>RESOLVED:</b> to accept the quotation from Somerset Forge Ltd to undertake repairs on the 'T for 2' Swing.</p> <p><b>RESOLVED:</b> To request a quote and availability from Somerset Forge Ltd to undertake the repairs to the aerial runway.</p> <p><b>RESOLVED:</b> To ask ID Verde to complete the repairs within a certain timeframe of 18<sup>th</sup> February 2021.</p> <p><b>RESOLVED:</b> To provide the Deputy Clerk with the authority to place the work with Somerset Forge Ltd, as long as their quote is equal to or less than that of ID Verde and that ID Verde have not completed the works in the meantime.</p>		<p>Clearance</p> <p>Cable runway &amp; T for 2 swing</p> <p>Play equipment repairs</p> <p>Phone boxes</p> <p>Litter bins, Easton &amp; palace Fields Signage</p> <p>T for 2 Swing</p> <p>Cable runway, Dinder</p> <p>T for 2 Swing</p>	
01/03/21	<p><b>RESOLVED:</b> To accept Contractor 1's proposal with the conditions that a) the trench depth is confirmed at 750mm; b) the trough size is the same 4ft size as the other 2 and c) the trough has a hinged cover. Contractor 1 is JeNBedd Ltd.</p>	MH, IH, ML. TM, MM (remote)	Trough, allotments	
31/03/21	<p><b>RESOLVED:</b> To approach Bovis &amp; David Wilson Homes to ask them to support a dog-waste bin installation on Wookey Hole Road.</p> <p><b>RESOLVED:</b> To decline the request to provide a dog waste bin in South Horrington.</p> <p><b>RESOLVED:</b> To instruct Shepton Landscapes to undertake the grass-cutting between</p>	MH, IH, ML, TM, MM (remote)	<p>Dog waste bin</p> <p>Dog waste bin</p> <p>Grass-cutting</p>	

	<p>April and October 2021.</p> <p><b>RESOLVED:</b> The quote would be circulated tomorrow and the Committee would offer their decision by email, as the quote was offered under ‘preferred contractor’ arrangements.</p> <p><b>RESOLVED: TO ACCEPT THE QUOTATION FROM MICROBITZ</b></p> <p><b>RESOLVED:</b> Paragraph 6 would read “Any new tenant shall reside within the St Cuthbert (Out) Parish during the tenancy from 31<sup>st</sup> March 2021. Only one plot per household address is permitted.”</p> <p><b>RESOLVED:</b> Paragraph 7.f would include the amendment, “...or any structure...”</p> <p><b>RESOLVED:</b> Paragraph 7.g would include “a) closest to car park, b) back, c) front and d) gates...” regarding tenant maintenance of paths.</p> <p><b>RESOLVED:</b> Paragraph 7.m would be inserted.</p> <p><b>RESOLVED:</b> Paragraph 7.n would read, “Ignite bonfires only on the specified day of the 1<sup>st</sup> Sunday of the month, ensuring bonfires are contained, means of extinguisher are available and consideration is given to wind direction and neighbouring tenants and residents.”</p> <p><b>RESOLVED:</b> To remove the following items from the contract a) external, top and internal hedge cuts at Easton Jubilee Playing Field, b) external and top hedge cuts at the Allotments &amp; land known as the Triangle (from car park gate to pedestrian gate) c) external and top hedge cuts at Coxley Recreation Ground on Mill Lane</p> <p><b>RESOLVED:</b> To maintain the current arrangements at East Horrington churchyard with a view to reviewing at a later date.</p> <p><b>RESOLVED:</b> to recommend the principle of purchasing a speed indicator device to full council</p> <p><b>RESOLVED:</b> To defer decisions about the land known as The Triangle until September 2021.</p> <p><b>RESOLVED:</b> to seek a quote from a preferred contractor for permanent fencing-off of the area containing japanese knotweed.</p>		<p>IT, computers</p> <p>Tenancy Agreement</p> <p>Annual maintenance contract</p> <p>East Horrington Churchyard</p> <p>SID</p> <p>The Triangle</p> <p>Japanese Knotweed</p>	
15/06/21	<b>RESOLVED:</b> to propose to Wells Rugby Football Club that the Council purchases the floodlights	IH, MH, JR	Floodlights, WRFC	



	<p><b>RESOLVED:</b> to amend the draft lease agreement to a) insert specific training and match times, days and dates to include as an appendix to the lease document; b) to insert a clause that states explicitly, “the tenant is not to remove any infrastructure owned by the Parish Council” under ‘General’; c) to insert the agreed figure into paragraph 9 to cover electricity costs.</p> <p><b>RESOLVED:</b> to recommend the costs to Full Council.</p> <p><b>RESOLVED:</b> to recommend the return of East Horrington closed churchyard to Mendip District Council responsibility.</p> <p><b>RESOLVED:</b> that all tenants would be required to pay the new rental rates for 2021-22.</p> <p><b>RESOLVED:</b> to proceed with the works if the condition is met.</p> <p><b>RESOLVED:</b> to reject the request to hire a skip for the wokey hole allotment site</p>		<p>Lease agreement, Wells RFC</p> <p>East Horrington Churchyard</p> <p>Allotment tenants</p> <p>Allotments, skip hire</p>	
28/07/21	<p><b>RESOLVED:</b> to issue a Notice to Quit to out-of-parish tenant with two plots, to end tenancy on one plot.</p> <p><b>RESOLVED:</b> to clear, fence and gate half of Plot 18, half of Plot 28 and Plot 50a in October, using the preferred contractor responsible for the clearing and fencing earlier in 2021.</p> <p><b>RESOLVED:</b> to seek resident’s thoughts about the newly proposed location and to seek prices and installation costs for the new notice board.</p> <p><b>RESOLVED:</b> Western Power are to be contacted to seek a quote for all works and simultaneously, the Deputy Parish Clerk is to investigate costs for an encasing, lockable metal box.</p> <p><b>RESOLVED:</b> to insert the amount of £1450.00 into the draft lease agreement and forward to Wells City Football Club.</p> <p><b>RESOLVED:</b> to include the following wording in Paragraph 11 of the proposed lease: “Electrical Usage is limited to a maximum 70 hours of light usage, and to not be used beyond 9pm.”</p> <p><b>RESOLVED:</b> to postpone a decision about a dog-waste bin at haymoor lane</p> <p><b>RESOLVED:</b> to request Somerset Forge Ltd to remove the bin when emptied and store it pending a decision to repair or replace it.</p>	MM, MH, IH, JR	<p>Allotments, NtQ</p> <p>Plot clearance</p> <p>Coxley Rec, Electricals</p> <p>Wells City FC draft lease</p> <p>Dog Waste bin, Haymoor Ln</p> <p>Litter bin, Easton layby</p>	

	<p><b>RESOLVED:</b> to provide fencing around a 6ft area of the places where treatment has occurred. To then trim the areas outside the fences and provide a weed suppressant or weed membrane to fix down and prevent future weed growth whilst plans are considered.</p> <p><b>RESOLVED:</b> provide the Clerk with the following resolution, for Full Council on 9<sup>th</sup> August 2021: ‘To approve the Asset Management Committee resolution that East Horrington Closed Churchyard be returned to Mendip District Council for maintenance responsibilities at the earliest opportunity’”</p>		<p>Japanese Knotweed</p> <p>East Horrington churchyard</p>	
<p>08&amp;22/09/21</p>	<p><b>RESOLVED:</b> For the Deputy Clerk to put together a budgetary analysis of all works categorised as ‘D’ (needing urgent attention) for the meeting on 20<sup>th</sup> October 2021.</p> <p><b>RESOLVED:</b> A preferred contractor would be asked to submit a detailed assessment of these works. The cost of this assessment should be no more than £250.00</p> <p><b>RESOLVED:</b> The Risk Register to be amended to state that “Danger of falling trees / branches” be added to all other SCOPC land entries where trees are present.</p> <p><b>RESOLVED:</b> To purchase signs for all SCOPC land that positively state the Council’s ownership and provide a visible contact.</p> <p><b>RESOLVED:</b> To approve the Risk Management Policy Statement.</p> <p><b>RESOLVED:</b> To recommend that the residents apply to the Council for a grant for the replacement notice board, and to maintain the current position.</p> <p><b>RESOLVED:</b> To approve Quote 2 (ANNEX D) to clear, fence and gate Plot 18a and to re-hang gate, clear plot and repair fence on Plot 28.</p> <p><b>RESOLVED:</b> To address the overgrown state of Plots 50a, 50b and 34b in January bearing in mind the waiting list at the time.</p> <p><b>RESOLVED:</b> to approve the fencing at the triangle to be undertaken immediately and to approve in advance the quotation for clearance of the site for spring 2022</p> <p><b>RESOLVED:</b> The Deputy Parish Clerk is to write to Somerset Forge, requesting their confirmation in writing that ownership and maintenance of the bench is their responsibility until further notice and for the bench to remain in situ as a temporary measure.</p> <p><b>RESOLVED:</b> to support the proposal for 2 goalposts in principle, with the needs and costs to be determined by Easton residents.</p>	<p>IH, MC, JR, CW, GP, MM</p>	<p>Asset Inspection, ‘D’ works</p> <p>Multiple quotes fee</p> <p>Risk Register</p> <p>Signage</p> <p>RMPS</p> <p>Dinder, notice board</p> <p>Plot clearance</p> <p>Plot clearance, Japanese Knotweed</p> <p>Allotments, fencing, clearance</p> <p>Memorial bench, Easton</p> <p>Goalposts, Easton</p>	

	<p><b>RESOLVED:</b> To approve the cost of a new padlock and combination lock for the vehicle gate at Easton Jubilee Playing Field.</p> <p><b>RESOLVED:</b> to approve the purchase of a replacement seat for the rocking helicopter at Dulcote Recreation Ground as per the provided quote (Annex G).</p> <p><b>RESOLVED:</b> to purchase and install a square Broxap bin at Dinder Dragons Den.</p> <p><b>RESOLVED:</b> to proceed with the purchase of a dog waste bin, conditional on land owner's permission is given.</p> <p><b>RESOLVED:</b> The Deputy Parish Clerk was authorised to proceed with changing the electricity supplier from Scottish Power to Valda.</p> <p><b>RESOLVED:</b> The Deputy Parish Clerk was to propose the agreed sum per session to the Bootcamp trainer and set out the terms of use.</p> <p><b>RESOLVED:</b> Deputy Parish Clerk was authorised to proceed with replacement box works undertaken by Western Power, on the condition of satisfactory key or combination lock access and that works did not exceed £1200.</p>		<p>Padlock, Easton</p> <p>Play equipment, Dulcote</p> <p>Litter Bin, Dinder Dog waste bin</p> <p>Coxley Rec, electrical &amp; power</p> <p>Bootcamp, Coxley</p> <p>Coxley Rec, electricals</p>	
20/10/21	<p><b>RESOLVED:</b> To recommend that the budget considerations of ANNEX A are forwarded as presented, for discussion by the Finance &amp; Scrutiny Committee.</p> <p><b>RESOLVED:</b> to proceed with clearance and fencing of plot 22b as soon as possible</p> <p><b>RESOLVED:</b> To request a full quote for all 6 tasks from Contractor 1 and accept the given fee for compiling the quotes.</p> <p><b>RESOLVED:</b> The current contractor will be asked to extend his contract from 01 November 2021 to 30 June 2022, offering 14 cuts. 6 of these must be fortnightly cuts between 1<sup>st</sup> April 2022 and 30<sup>th</sup> June 2022.</p> <p><b>RESOLVED:</b> To proceed with the most essential repairs to ensure the security of the box, and for materials used to be paid for by the Council.</p> <p><b>RESOLVED:</b> to adopt a policy that guarantees council ownership of the entire memorial bench process</p> <p><b>RESOLVED:</b> The fee would be decided after absent committee members had been consulted. The fee must be reviewed in May 2022.</p> <p><b>RESOLVED:</b> To accept in principle that the Council would take ownership of the goalposts.</p>	MC, IH, GP, MM	<p>Budget</p> <p>Plot clearance Multiple quotes report fee</p> <p>Grass-cutting</p> <p>Coxley Rec, electrical</p> <p>Memorial Bench</p> <p>Goalposts, Easton</p>	

	<b>RESOLVED:</b> to contact mendip district council and request st cuthbert (out) be included in any communication		MDC Assets	
23/11/21	<p><b>RESOLVED:</b> To seek quotes from preferred contractors for groupings of work as described above.</p> <p><b>RESOLVED:</b> To recommend the Memorial Bench Policy to Full Council for approval, after the above changes are made.</p> <p><b>RESOLVED:</b> To recommend that the bench design is a single option galvanised 2 or 3 seat bench made by Somerset Forge, with suitable space for plaques and that fixtures involve no concrete slabs, have 4 fixing points for security and are covered at ground level with natural grass.</p> <p><b>RESOLVED:</b> To proceed with the Trial Policy starting in March 2022, once the proposed changes were made. The amended routine would be finalised at the next meeting.</p> <p><b>RESOLVED:</b> To make changes to Tenancy Agreement as stated above.</p> <p><b>RESOLVED:</b> To proceed with Contractor 1's quote and instruct work to commence</p> <p><b>RESOLVED:</b> Proceed with the quote for 10 Foamex signs at £57.00 plus VAT</p>	IH, MC, MM, GP, CW, JR	<p>Play Inspection report, works</p> <p>Memorial bench</p> <p>Allotment Inspection</p> <p>Tenancy Agreement</p> <p>Signage</p>	
12/01/22	<p><b>RESOLVED:</b> To request a ground works expert visit the location to assess what is needed and provide an estimate of costs and to gather more detailed information to allow the issue to progress</p> <p><b>RESOLVED:</b> The Deputy Clerk is to seek quotes on all tree works for the next meeting and to progress the 2 works required before March using the 'preferred contractor' process.</p> <p><b>RESOLVED:</b> To seek advice whether some works could be completed sooner using this year's budget</p> <p><b>RESOLVED:</b> To proceed with the quotations offered by Contractor 1 (DDGH).</p> <p><b>RESOLVED:</b> To accept the costs, with the above amendment.</p> <p><b>RESOLVED:</b> To inform Somerset Forge Ltd with the request for above and for the Parish Council to take ownership back from Somerset Forge Ltd, once these repairs</p>	MM, GP, IH, CW, MC, JR	<p>Coxley leat</p> <p>Tree survey; works</p> <p>Play Inspection report, works</p> <p>Memorial Bench fees</p> <p>Easton, bench, S Forge</p>	

	<p>were completed.</p> <p><b>RESOLVED:</b> To approve the document with the amendment made</p> <p><b>RESOLVED:</b> To inform the developers, Taylor Wimpey, of the chosen notice board design.</p> <p><b>RESOLVED:</b> to approve both costs retrospectively</p> <p><b>RESOLVED:</b> to request that Somerset Forge proceed with re-installation of the swing at Dulcote Recreation Ground.</p> <p><b>RESOLVED:</b> to get an up-to-date quote to clear surface vegetation of all 3 plots and to lay strong weed-suppressant until there were tenants wanting to take up the plots</p>		<p>Allotment Inspection Notice board</p> <p>SID brackets, Consumer Box T for 2 Swing</p> <p>Plot clearance</p>	
23/02/22	<p><b>RESOLVED:</b> to approve the asset register to full council with the above two conditions</p> <p><b>RESOLVED:</b> Not to seek a second tree survey.</p> <p><b>RESOLVED:</b> The production of both a five and ten year plan for trees on parish land to be incorporated in the Annual Maintenance Contract.</p> <p><b>RESOLVED:</b> to request the arborista to undertake the felling of the lime tree at coxley and replace with a suitable native tree as per the submitted quote, and to request a revised quote from jk tree services for tree works at Dulcote, to take into account remedial storm damage work completed separately</p> <p><b>RESOLVED:</b> to accept the recommendations where annotated, to omit those not required and to approve the amended document at the next meeting.</p> <p><b>RESOLVED:</b> to recommend the 'preferred contractor' arrangements to Full Council.</p> <p><b>RESOLVED:</b> to proceed with clearing and merging Plots 34b and 50a to create a full plot for the tenant in waiting, dependent on a revised quote being approved through the 'preferred contractor' process.</p> <p><b>RESOLVED:</b> to issue a Notice To Quit to tenant of Plot 36 if clearance has not been undertaken to a satisfactory standard.</p>	MC, IH, GP, ML, MM, JR	<p>Asset register</p> <p>Tree Survey Tree works long-term plan</p> <p>Tree works Feb 2022</p> <p>Annual maintenance contract Preferred contractor review Plot clearance: 34b / 50</p> <p>Plot 36</p>	
06/04/22	<p><b>RESOLVED:</b> The Committee agreed to gratefully accept Lewis Ltd's offer of the crossing construction, providing written confirmation can be provided.</p>		Coxley Leat	

	<p><b>RESOLVED:</b> to acknowledge the generosity of lewis ltd nearer the time, with the method to be confirmed at a later date, and to consider an official opening ceremony</p> <p><b>RESOLVED:</b> To adopt the revised annual maintenance contract once both of the above amendments had been incorporated.</p> <p><b>RESOLVED:</b> To approve the quote provided.</p> <p><b>RESOLVED:</b> the deputy clerk would organise a leaflet drop and inform the committee of the results, most probably in june</p> <p><b>RESOLVED:</b> To approve the invoice from The Arborist.</p> <p><b>RESOLVED:</b> To avoid installing signs at Coxley Recreation Ground car park or vehicle entrance but to proceed with the given suggestions above.</p> <p><b>RESOLVED:</b> Cllr Lunnon would contact Somerset Forge Ltd to discuss ideas.</p> <p><b>RESOLVED:</b> Cllr Reeves was given authority to contact Truespeed / EMDEC to pursue Wayleave compensation.</p> <p><b>RESOLVED:</b> The Deputy Clerk was to investigate the conditions and permissions from Highways.</p> <p><b>RESOLVED:</b> To recommend to the Finance &amp; Scrutiny Committee that allotment rent fees remain at their current level.</p> <p><b>RESOLVED:</b> To discuss increased storage space with Wells City Council's Clerk.</p>		<p>Annual Maintenance contract</p> <p>Grass-cutting, Coxley</p> <p>Polsham phone box</p> <p>Storm damage – Dulcote</p> <p>Signage</p> <p>The Green – fencing</p> <p>The Green – Wayleave</p> <p>The Green – fencing</p> <p>Allotment rents</p> <p>Storage</p>	
04/05/22	<p><b>RESOLVED:</b> to accept the quote provided ad for the contractor to proceed.</p> <p><b>RESOLVED:</b> Approve the fee of £450 for the footpath closure notice.</p> <p><b>RESOLVED:</b> To nominate Easton Jubilee Playing Field in the Somerset Playing Fields Association competition.</p> <p><b>RESOLVED:</b> To agree that Cllr Lunnon makes the area more manageable and a site meeting takes place after this to assess needs and opportunities.</p> <p><b>RESOLVED:</b> The Deputy Parish Clerk was to investigate whether either Somerset County Council or Mendip District Council would provide ID.</p>		<p>Allotment – membrane</p> <p>Footpath closure, Coxley</p> <p>Field of the Year</p> <p>The Triangle</p> <p>Councillor ID</p>	
15/06/22	<p><b>RESOLVED:</b> The Committee approved the grass-cutting contract to Contractor 1 (Webbs Garden and Grounds Maintenance).</p> <p><b>RESOLVED:</b> The Committee approved the hedge-cutting contract to Contractor 3 (Arbortech / M Cottey Grounds Maintenance Ltd).</p> <p><b>RESOLVED:</b> The Committee approved the Tree Inspection Survey to Contractor 2</p>		<p>Annual maintenance contract 2022-23</p>	

	<p>which includes the creation of a long-term tree plan (The Arborist).</p> <p><b>RESOLVED:</b> The Committee approved the monthly play area inspections to Contractor 2, which includes arranging the independent annual play area inspection (The Arborist).</p> <p><b>RESOLVED:</b> to approve the invoice from S Clarke Roofing for £740.00</p> <p><b>RESOLVED:</b> to instruct the Contractor to undertake the works for a fee of £400.00</p> <p><b>RESOLVED:</b> to accept the installation methods for the goalposts at Easton Jubilee Playing Field and commence ownership and insurance responsibilities.</p> <p><b>RESOLVED:</b> to approve the payment for a new padlock, now to be kept in store</p> <p><b>RESOLVED:</b> to approve the purchase of a replacement cuff from Sutcliffe Play Ltd for £83.25, including delivery</p> <p><b>RESOLVED:</b> to cap the installation cost to £50.00</p> <p><b>RESOLVED:</b> to procure a lockable filing cabinet for documentation, with clerks holding the keys, to be installed in the storage space at Wells Town Hall.</p> <p><b>RESOLVED:</b> to create an inventory of all non-documentary items to be kept in storage and confirm that the Beacon is listed on the Asset Register.</p> <p><b>RESOLVED:</b> the Deputy Clerk was authorised to explore the usage by a poster and the Council's Facebook account.</p> <p><b>RESOLVED:</b> to relocate the notice board, after written agreement has been acquired and installation costs agreed</p>		<p>Haybridge bus shelter Allotment car park bank Goalposts, Easton JPF</p> <p>Padlock, Easton JPF Seesaw parts, Dulcote</p> <p>Storage</p> <p>Storage / equipment list</p> <p>Haybridge bus shelter</p> <p>Polsham notice board</p>	
27/07/22	<p><b>RESOLVED:</b> a), to top off the vegetation to a manageable level; b) to spray the remaining vegetation; c) to rotovate and plough in manure; d) to lay amenity-suitable grass seed and e) to cut inside hedge with industrial machine.</p> <p><b>RESOLVED:</b> b) To approve a capped budget of £1500.</p> <p><b>RESOLVED:</b> to forward the agreement with three conditions: a) that the storage shed was relocated to be adjacent to the river, and b) that goal posts were stored adjacent to the shed at the end of the season, to facilitate consistent grass-cutting and c) to request that the Club inform the Council immediately of any lighting faults.</p> <p><b>RESOLVED:</b> to approve the hedge-cutting contract 2022-23 to Webbs Garden &amp; Landscaping.</p> <p><b>RESOLVED:</b> to decline to take insurance and maintenance responsibility for a dog waste bin at Ebbor Car Park.</p>		<p>The Triangle</p> <p>Wells City FC</p> <p>Hedge cutting AMContract</p> <p>Ebbor car park dog bin</p>	

	<p><b>RESOLVED:</b> to approve the submitted quote for parts and installation</p> <p><b>RESOLVED:</b> to approve the submitted quote, including the extra task, of £80.50</p> <p><b>RESOLVED:</b> To approve the proposed cost of sharing the SID twice a year with Croscombe and Wookey Parish Councils and to recommend to Full Council.</p> <p><b>RESOLVED:</b> To decline the tenant’s proposal to divide his plot.</p> <p><b>RESOLVED:</b> to remove the existing handrails</p> <p><b>RESOLVED:</b> to consider attractive options for railing at a future date.</p> <p><b>RESOLVED:</b> to seek a quote for a 6inch deep concrete surface to the crossing.</p> <p><b>RESOLVED:</b> to seek quotes for the re-painting of the phone box</p> <p><b>RESOLVED:</b> to leave the notice board in its current position and monitor its use and condition.</p> <p><b>RESOLVED:</b> to write to Mr Livings, thanking him and informing him that the council would ask that he keeps the offer open to host the notice board in the future.</p> <p><b>RESOLVED:</b> to approve to Full Council ONLY on the condition that the agreement’s wording had been checked by solicitors and that Truspeed funded the legal fees.</p> <p><b>RESOLVED:</b> for the Deputy Clerk to seek confirmation that Highways would take responsibility for, and upkeep of, the litter bins on Easton Hill.</p> <p><b>RESOLVED:</b> to defer the matter to the Dulcote Recreation Ground Board of Trustees meeting on 22<sup>nd</sup> August.</p> <p><b>RESOLVED:</b> that the Deputy Clerk seeks a revised quote for proper resurfacing of the area.</p> <p><b>RESOLVED:</b> to accept the quote of £400 and the resident’s offer of a contribution.</p> <p><b>RESOLVED:</b> to amend the wording on the Memorial Bench Policy, paragraph 4.3 to the following: “If the bench is to be placed on grass it will usually be fitted to a plinth of 200ml depth and 4 fittings of the bench feet would be attached to the plinth. The Parish Council will arrange for all installation work to be carried out.”</p>		<p>Dulcote Slingshot Coxley vehicle gate</p> <p>Plot 37 Allotments Coxley Leat crossing</p> <p>Polsham phone box Polsham notice board</p> <p>Truspeed wayleave</p> <p>Easton lay-by bin</p> <p>Dulcote trip point/concrete</p> <p>A Martin bench, Coxley Memorial bench policy</p>	
07/09/22	<p><b>RESOLVED:</b> to approve the Risk Management &amp; Policy Statement without amendments.</p> <p><b>RESOLVED:</b> to approve the Risk Register to Full Council without amendments, whilst requesting the Deputy Clerk endeavours to regain possession and installation of the “Tfor2” swing.</p>		<p>Risk MPolicy statement</p> <p>Risk Register</p>	



	<p><b>RESOLVED:</b> to approve the revised Tenancy Agreement.</p> <p><b>RESOLVED:</b> to approve the new Terms and Conditions document to accompany the Tenancy Agreements.</p> <p><b>RESOLVED:</b> to approve the Asset Survey without amendments.</p> <p><b>RESOLVED:</b> to conduct more regular checks of the critical plots between now and December.</p> <p><b>RESOLVED:</b> to notify these tenants of the precise requirements to be actioned by December's Survey.</p> <p><b>RESOLVED:</b> to proceed with the repainting of the bus shelter.</p> <p><b>RESOLVED:</b> to retrospectively approve the costs of emergency repairs to the midway gates at Dulcote recreation ground, as per the quote provided</p>		<p>Tenancy Agreement T&amp;Cs – allotment tenants</p> <p>Asset Survey Checking allotment plots</p> <p>Informing tenants of critical plots Haybridge bus shelter Dulcote gate repairs</p>	
19/10/22	<p><b>RESOLVED:</b> to recommend the following budget proposals for 2023-2024: allotments maintenance £5,005.00 (split between maintenance £2,505.00 and improvements £2,500.00); Community Speedwatch £550.00; Grit salt £0; ground maintenance £20,064.00; noticeboards £0; office equipment £687.50; phone boxes £1,122.00; play area equipment £11,440.00; street furniture £3,000.00; Coxley Leat £3,000.00</p> <p><b>RESOLVED:</b> to accept the process offered for dealing with the annual report recommendations.</p> <p><b>RESOLVED:</b> to approve all 4 quotes provided: for the spinning pole surface erosion (Coxley), the balance beam replacement (Dinder), the toddler multiplay grip (Dinder) and cableway surface erosion (Dinder).</p> <p><b>RESOLVED:</b> to offer the interested tenant Plot 10 rent-free for one year and to offer either a rebate or a rent-free year 2023-24 to the tenant of Plot 17.</p> <p><b>RESOLVED:</b> The Committee declined the request to purchase 2 water butts.</p> <p><b>RESOLVED:</b> to approve the purchase of an additional desk for the parish clerk</p> <p><b>RESOLVED:</b> to not pursue the installation of a smart meter at coxley recreation ground</p> <p><del><b>RESOLVED:</b> to approve the request to site a Christmas Tree at the renovated bus shelter in Wookey Hole, conditional on a North Ward Councillor agreeing in writing to take responsibility for its safety and disposal. To approve subject to the council approving the installation and safety plan prepared by the applicants.</del></p> <p><b>RESOLVED:</b> to accept the process in principle but conditional on Somerset County</p>		<p>2023-24 Budget</p> <p>Annual play inspection works Balance beam, spinning pole, cableway &amp; grip quotes Plot 10</p> <p>Water butts,Easton JPF Additional desk Smart Meter, Coxley</p> <p>Xmas tree, W Hole</p> <p>Roadside working licence</p>	

	<p>Council's response to waiving the fees for the parish council.</p> <p><b>RESOLVED:</b> to order 10 cross-connectors for Coxley Recreation Ground's scramble net from GB Sport and Leisure Ltd.</p>		Cross-connectors, Coxley	
29/11/22	<p><b>RESOLVED:</b> the Minutes of Wednesday 19<sup>th</sup> October 2022 were approved as follows: The Committee discussed the proposed location and logistics and considered whether the broad roadside verge by the AONB sign was more suitable. It was decided that the Committee should approve the proposed location next to the renovated bus shelter on the condition that appropriate responsibility for its safety and disposal was given by the applicants, and that the parish council require a written record of an inspection of the installation by a member of the council or official of the council.</p> <p><b>RESOLVED:</b> To request a quote for inserting wedges to stabilise the post.</p> <p><b>RESOLVED:</b> to send the following response to Steve Palmer: "The Council have noted Highways' response which indicates charges will be made on a case-by-case basis &amp; that Somerset County Council would give guidance as to whether a fee would be applicable for Council requests".</p> <p><b>RESOLVED:</b> to add a comment to the weekly Contact Sheet, with the proviso that some plots may become available and interested residents should get in touch.</p> <p><b>RESOLVED:</b> Where there is no evidence of requests for action being implemented,, Notices To Quit should be issued after the December Survey.</p> <p><b>RESOLVED:</b> To amend the wording of the Annual Maintenance Contract (Section 3) to remove "Between" and insert "with the first cut being by 1<sup>st</sup> December, and the second by 28<sup>th</sup> February.</p> <p><b>RESOLVED:</b> To request the current contractor undertakes the first cut of Coxlet Leat scrub by the end of December.</p>		<p>Wookey Hole Xmas tree</p> <p>Scramble net post, Coxley Roadside working</p> <p>Allotment waiting list –ad</p> <p>Notices To Quit</p> <p>Annual Maintenance Contract – wording change</p> <p>Coxley Leat cut</p>	
11/01/23	<p><b>RESOLVED:</b> to recommend to Full Council to approve the Asset Register plus the addition of the new noticeboard at Haybridge gifted to the Parish Council, as well as the amended wording for Polsham bus shelter to read 'overgrown', rather than 'derelict'.</p> <p><b>RESOLVED:</b> Ian Chedgy is to produce an estimated budget and works for the period 2023-2028 – a 5-year projection.</p> <p><b>RESOLVED:</b> to proceed with works identified as 'essential' resulting from the Annual Tree Survey, as well as the 'desirable' works on the Field Maple and to seek quotes.</p>		<p>Asset Register</p> <p>Long-term Tree Plan</p> <p>Annual Tree Survey works</p>	

	<p><b>RESOLVED:</b> To recommend the ‘Preferred Contractor’ Review to Full Council, with the proviso that, following the 2023 internal review, a tender invitation is offered within 4 years and repeated for each new Council cycle.</p> <p><b>RESOLVED:</b> That residents on the waiting list were to be offered the 2 plots (11a and 35a) free of charge, as seen, for 2 years.</p> <p><b>RESOLVED:</b> To refuse the request for a dog waste bin at The Green</p> <p><b>RESOLVED:</b> To refuse the request and recommend residents request the Management Company or developer to provide a dog waste bin.</p> <p><b>RESOLVED:</b> To approve the request for a dog waste bin and installation at the entrance to Horrington Cricket Club, on 2 conditions: a) that funds are available from the 2022-23 street furniture budget and if not, the work is deferred to the 2023-24 budget, and b) that confirmation is gained about the ownership of the land where the bin is proposed to be. A quote was to be sought for installation.</p> <p><b>RESOLVED:</b> To refuse the request and recommend residents request the Management Company provide a more adequate dog waste bin</p> <p><b>RESOLVED:</b> Deputy Clerk to seek quote for remedial repair work to corners of Coxley Jubilee Bridge.</p> <p><b>RESOLVED:</b> to retrospectively approve the emergency repairs to the Aerial Skate Rider play equipment, Easton</p> <p><b>RESOLVED:</b> to approve all quotes with the following conditions: a) ordering 4 bungs involves the same £15 carriage fee as ordering 3, b) the quote for replacing the seesaw foot bung also includes replacing the spinning bole top bung, and d) the Deputy Clerk is given a limit of £550 for all works identified, to allow for variables</p> <p><b>RESOLVED:</b> to accept the quote for £80.00 to clear and remove the ivy.</p> <p><b>RESOLVED:</b> to pursue the contractor’s offer with the condition that a) the works can be completed before 28<sup>th</sup> February, b) that the contractor can competently undertake the work, c) that he can do so within the budget available of £1300.00, and that d) the Asset Management Committee can finally approve by email</p>		<p>Preferred Contractor</p> <p>Allotments 11a &amp; 35a</p> <p>Dog bin, The Green Dog bin, Rosebanks</p> <p>Dog bin Horrington CC</p> <p>Dog bin, D Wilson Estate</p> <p>Jubilee Bridge, Coxley</p> <p>Skate rider, Easton JPF</p> <p>Repairs &amp; Maintenance</p> <p>Polsham Bus Shelter Hedge-cutting</p>	
22/02/23	<p><b>RESOLVED:</b> Moving £800 of the 2022-23 Street Furniture budget to Marked Reserves for the provision of a robust litter bin for Easton Hill A371 lay-by was approved and recommended to Full Council</p>		<p>Easton lay-by bin / Marked reserves</p>	

	<p><b>RESOLVED:</b> The moving of £4000 of the 2022-23 Ground Maintenance budget to cover the long-term Tree Plan works was approved and recommended to Full Council</p> <p><b>RESOLVED:</b> The Committee was only content to purchase and install the dog waste bin with the unequivocal condition that there is clear acceptance that the new Somerset Council accepts responsibility from Mendip District Council to continue emptying litter and dog waste bins</p> <p><b>RESOLVED:</b> to accept the quote from Asbestos Somerset to remove and dispose of the shelter roof for £250.</p> <p><b>RESOLVED:</b> Providing there were funds in the relevant budget, the Committee authorised the Deputy Clerk to seek and proceed with re-roofing with a spend cap of £1000.</p> <p><b>RESOLVED:</b> to approve the fee limit of £1,300 for all hedge-cutting as a one-off works.</p> <p><b>RESOLVED:</b> to approve the quote from Shepton Mallet Landscapes on the condition that including the additional area between pitch and leat was no more than £80 per cut in total.</p> <p><b>RESOLVED:</b> to include Shepton Mallet Landscapes as a ‘Preferred Contractor’.</p> <p><b>RESOLVED:</b> to approve the quote for repairs to Haybridge Phone Box for up to £250.</p> <p><b>RESOLVED:</b> to get clarification from Cllr Wkye as to the agency responsible for major highway litter bins and, under Unitary Authority, who held the collection responsibilities, currently managed by Mendip District Council</p> <p><b>RESOLVED:</b> to maintain the agreed payment terms of 2 years free rent for new tenants of Plot 35a and to check Minutes to ensure this had been resolved previously and appropriate action taken and to ensure any tenant who takes on an unkempt lot is treated with the same financial arrangements.</p> <p><b>RESOLVED:</b> to decline the request for financial support to fence plot 21.</p> <p><b>RESOLVED:</b> to approve the planting of 2 dwarf fruit trees to be maintained at maximum height of 6ft on Plot 10.</p> <p><b>RESOLVED:</b> to approve the planting of 2 cordoned fruit trees on Plot 20.</p> <p><b>RESOLVED:</b> to approve the installation of a poly-tunnel on Plot 31A.</p>		<p>Long-term tree plan/ Marked Reserves Horrington dog bin / waste collection</p> <p>Polsham B shelter – asbestos Polsham B Shelter – roofing</p> <p>Hedge-cutting Grass-cutting to include leat area</p> <p>‘preferred contractor’ Haybridge phone box Waste &amp; bin collection under Unitary</p> <p>Plot 35a rent holiday</p> <p>Fencing plot 21 Fruit trees Plot 10</p> <p>Fruit trees Plot 20 Poly-tunnel plot 31a</p>	
05/04/23	<p><b>RESOLVED:</b> to approve the solution of using dogs as pest control and to close the allotment site temporarily to facilitate this. The timing for this is to be established</p>		Rats (allotments)	

<p>when the Deputy Clerk makes contact with the resident, confirm arrangements and notify tenants as soon as possible.</p> <p><b>RESOLVED:</b> to currently decline the tenant's request to install a pond.</p> <p><b>RESOLVED:</b> to approve the erection of a 6ftx4ft shed at the far eastern end of the plot in the narrow triangular area.</p> <p><b>RESOLVED:</b> to proceed with constructing a container that would be used to securely house plant pots for communal use and exchange.</p> <p><b>RESOLVED:</b> to issue a Notice to Quit to the tenant of Plot 36.</p> <p><b>RESOLVED:</b> to approve the quotation of £120.00 provided to install identification tags on all trees at Coxley Recreation Ground and elsewhere not yet labelled.</p> <p><b>RESOLVED:</b> to advise the resident asks the developers / estate managers to consider installing a grit bin on the David Wilson Estate</p> <p><b>RESOLVED:</b> to decline the resident's request for a dog waste bin at High Green, Easton.</p> <p><b>RESOLVED:</b> to approve the contractor quote of £485.00 for the management of the area and to include application of (herbicide) weed killer in spring, rake over to remove stones &amp; debris, drilling of amenity grass seed, mowing with pedestrian rough-cut machine 3 times and then include the area as part of the regular grass-cutting contract for the entire playing field.</p> <p><b>RESOLVED:</b> To approve the quote of £120.00 for emergency tree works at the Burcott Lane steps in Coxley.</p> <p><b>RESOLVED:</b> for the Deputy Clerk to purchase a bag of sand and for Cllr Cooke to fill the hole on The Green, and for the community to be asked to action a more formal repair at their own expense.</p> <p><b>RESOLVED:</b> the quotation for £946 to re-roof Polsham Bus Shelter was approved.</p> <p><b>RESOLVED:</b> Dinder Estates would be contacted and their advice regarding vegetation accepted.</p> <p><b>RESOLVED:</b> The Environment Agency would be contacted immediately for advice on long-term action and temporary safety measures.</p> <p><b>RESOLVED:</b> to include a payment of £12.50 per week in the charges made to WCFC for the duration of their agreement.</p> <p><b>RESOLVED:</b> to request Eagle Plant Ltd leave one portaloo after the Coronation event</p>	<p>Pond, Plot 35A Shed, Plot 49</p> <p>Plant pot library</p> <p>Plot 36 NtQ Tree Tags</p> <p>Grit bin, DWilson estate</p> <p>Scrub area, Coxley leat</p> <p>Tree works, Burcott Lane steps Hole at The Green</p> <p>Polsham bus shelter-roof</p> <p>Bank erosion, Coxley</p> <p>Portaloo hire WCFC</p> <p>Eagle Plant &amp; portaloo</p>	
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<p>and that this marks the start of a 6 month lease.</p> <p><b>RESOLVED:</b> to seek a quotation for a check and remedial work on the regular tripping of the floodlights and to proceed with works if the cost is under £500.00</p> <p><b>RESOLVED:</b> to insist that the condition that the shed be moved further toward the bank and where the former container was, is met.</p> <p><b>RESOLVED:</b> to include only the 2 clerks' emails for returning of emailed tenders.</p> <p><b>RESOLVED:</b> to remove the word 'sealed' from the bid opening section.</p> <p><b>RESOLVED:</b> to approve the schedule of dates.</p> <p><b>RESOLVED:</b> to amend the grass-cutting entry for Easton Jubilee Playing Field to read that grass does not need to be picked up.</p> <p><b>RESOLVED:</b> that the grass-cutting schedule is amended to include the allotment and triangle mowing every 10 days.</p> <p><b>RESOLVED:</b> that the Play Area Inspections section is amended to remove reference to whether work is done by an external contractor</p> <p><b>RESOLVED:</b> to include reference to the Annual Play Inspection being carried out by a qualified and competent person</p> <p><b>RESOLVED:</b> to bring forward the completion date of the Annual Play Area Inspection to no later than 1<sup>st</sup> August 2023 (and subsequent years)</p> <p><b>RESOLVED:</b> on hedge-cutting schedule, to amend wording to read 'to be carried out twice, once in October and once in January for Coxley &amp; Wookey Hole (allotments &amp; The Triangle)</p> <p><b>RESOLVED:</b> to include the outside hedgerow along Mill Lane in hedge-cutting, on the same routine as above.</p> <p><b>RESOLVED:</b> to omit the top and outside of The Traingle hedgerows from the hedge-cutting</p> <p><b>RESOLVED:</b> to include the western boundary hedgerow at Dulcote Recreation Ground, on the same schedule as above.</p> <p><b>RESOLVED:</b> to bring the completion date for the annual tree survey forward to no later than 1<sup>st</sup> October 2023 (and subsequent years)</p> <p><b>RESOLVED:</b> to delete the section regarding a long-term tree maintenance plan and to ensure that a final version of the existing report is completed by 1<sup>st</sup> June 2023.</p> <p><b>RESOLVED:</b> to authorise the Deputy Clerk to seek quotes for essential works identified</p>		<p>Floodlights tripping out</p> <p>WCFC shed moving</p> <p>Annual Maintenance Contract: various</p> <p>'Essential' tree works</p>	
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	<p>in the annual tree survey without referring back to the Asset Management Committee.</p> <p><b>RESOLVED:</b> to accept Contractor 2's quote for all tree works for £4.320.00</p>		JK Services – annual tree works	
17/05/23	<p><b>RESOLVED:</b> to proceed with all works quoted in Annex A.</p> <p><b>RESOLVED:</b> to proceed with the offered quote to sever and remove the ivy. Cost £120.00</p> <p><b>RESOLVED:</b> The Committee is to work on an Action Plan to be developed at the next meeting. That plan should include suggestions for a display panel with local points of interest, methods of adding identification to the fascia board, likely connections to the footpath project and to seek resident feedback in 'The Triangle' Benefice newsletter.</p> <p><b>RESOLVED:</b> to discuss with the contractor a revised cost &amp; methods of including blockwork, hasp attachment and bench installation as one quote.</p> <p><b>RESOLVED:</b> the Deputy Clerk is to investigate the preferred type of bike rack from frequent cyclists and report back at the next meeting.</p> <p><b>RESOLVED:</b> not to re-locate the Penny Farthing bike racks.</p> <p><b>RESOLVED:</b> the Deputy Clerk was to write to the resident and explain the Council's proposal for a longer-term plan.</p> <p><b>RESOLVED:</b> the Deputy Clerk is to find out the timeframe for the MUP construction &amp; likely earthworks and report back at the next meeting.</p> <p><b>RESOLVED:</b> to get further advice as to how the recommended staking and backfilling should be undertaken.</p> <p><b>RESOLVED:</b> to not proceed with the quote to remove and stump grind the dead trunk in Coxley Play Area.</p> <p><b>RESOLVED:</b> to make all bids for the Annual Maintenance Contract anonymous</p> <p><b>RESOLVED:</b> to explore the use of the portaloo and invite feedback on 'Coxley Village Life' Facebook site and for the Deputy Clerk to report back for review at the next meeting.</p> <p><b>RESOLVED:</b> to inform Wells City Football Club of the revised agreement.</p> <p><b>RESOLVED:</b> the Deputy Clerk was to ask some local gardening experts if they would assist in this, and to notify tenants of the suggestion.</p>		<p>Play equipment repairs Polsham lime tree</p> <p>Polsham: Action Plan</p> <p>Polsham: blockwork &amp; ensuing other work Polsham: bike racks</p> <p>Polsham: Penny Farthings</p> <p>Bank erosion &amp; MUP, Coxley</p> <p>Stump grinding, Coxley</p> <p>Annual Maintenance Con Resident support for portaloo at Coxley</p> <p>WCFC revised ag'ment Allotment celebration</p>	

	<p><b>RESOLVED:</b> a formal Notice To Quit should be issued to the tenant holding 2 plots.</p> <p><b>RESOLVED:</b> To recommend the rent review to the Finance &amp; Scrutiny Committee.</p>		Plot 13a: NtQ Allotment rent review	
07/06/23	<p><b>RESOLVED:</b> To award Contractor Six (SLH Services Ltd) the following sections of the Annual Maintenance Contract: grass-cutting, hedge-cutting &amp; play area inspections. This was conditional on the contractor using the Council's existing documentation.</p> <p><b>RESOLVED:</b> To award Contractor One (The Arborist) the following section of the Annual Maintenance Contract: Annual Tree Surveys.</p>			
28/06/23	<p><b>RESOLVED:</b> to approve the purchase and installation of a dog waste bin on Chilcote Lane, East Horrington.</p> <p><b>RESOLVED:</b> to establish who has responsibility for co-ordinating bins and other infrastructure on the Multi-User Paths.</p> <p><b>RESOLVED:</b> to agree to support Wells City Council in lobbying Somerset Council to review waste collection frequency, and request the frequency is increased.</p> <p><b>RESOLVED:</b> 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.</p> <p><b>RESOLVED:</b> 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.</p> <p><b>RESOLVED:</b> to request the tenants of Plot 49 only plant a <i>potted</i> Apple Tree and that it is located on the non-road side of the allotment, next to plots 39 and 42.</p> <p><b>RESOLVED:</b> to confirm the process for cancelling OAP concessionary rates from 01 October 23.</p> <p><b>RESOLVED:</b> to offer the presented agreement for signature, on the condition that the shed is relocated before signing.</p> <p><b>RESOLVED:</b> 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</p> <p><b>RESOLVED:</b> 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</p>		<p>Horrington CC dog bin</p> <p>Bins &amp; MUPs</p> <p>Bin collection frequency</p> <p>Plot 36</p> <p>SLH Ltd: baseline work</p> <p>Plot 49</p> <p>OAP concessions</p> <p>WCFC &amp; shed</p> <p>Polsham Bus shelter</p> <p>Village Signs</p>	



	<p><b>RESOLVED:</b> to approve a budget of £1000, to come from the Ground Maintenance Reserves &amp; Other budget, for the planning, purchase and installation of an erosion prevention solution at Coxley Recreation ground</p> <p><b>RESOLVED:</b> provide a full plan including quotes for the above works</p>		<p>Sheppey bank erosion</p> <p>Wookey Hole bus shelter</p>	
09/08/23	<p><b>RESOLVED:</b> To proceed with the structural work to include repair to brickwork, attaching of hasps, installation of a bench and rendering of the inside walls. Total cost would be £1000</p> <p><b>RESOLVED:</b> To request that Finance &amp; Scrutiny include a £900 budget for the mural painting itself under a budget sub-heading and approval was then sought from Full Council.</p> <p><b>RESOLVED:</b> to proceed with the presented quotes for roof repairs, treatment of the weatherboards and painting inside and out. Total cost would be £1000</p> <p><b>RESOLVED:</b> to renew the hire arrangements with Eagle Plant for a further 6 months, and to relocate the portaloos to within the play area when groundworks start for the multi-user path.</p> <p><b>RESOLVED:</b> to request that Full Council consider the hire of portaloos at all play areas, and that Finance &amp; Scrutiny Committee consider allocating funds for portaloos hire at Easton, Dulcote &amp; Dinder, year-round or through summer months.</p> <p><b>RESOLVED:</b> to cancel the OAP concessionary rate at the earliest opportunity.</p> <p><b>RESOLVED:</b> to amend the Tenancy Agreement to include a clause on maintenance of trees on individual plots to no more than 10ft in height.</p> <p><b>RESOLVED:</b> to proceed with purchase of seesaw seat, seesaw cuffs x2, replacement bung and replacement bolts. Total cost: £233.38, including delivery</p> <p><b>RESOLVED:</b> to proceed with purchase of 5 signs - 'No Dogs: Children's Play Area'</p> <p><b>RESOLVED:</b> to double-check the installation charges have not been already paid and that they are commensurate with the works to be done.</p> <p><b>RESOLVED:</b> to authorise the Deputy Clerk to process ad-hoc repairs up to £100, on the condition that AMC were informed by email as these orders were placed.</p> <p><b>RESOLVED:</b> to purchase 2 bracket sets for the Council's SID.</p> <p><b>RESOLVED:</b> To recommend the document so far and agree it was a work in progress.</p> <p><b>RESOLVED:</b> to not consider any dog waste bin requests until after April 2024.</p> <p><b>RESOLVED:</b> to seek confirmation from Somerset Council whether they are abrogating</p>		<p>Polsham B shelter</p> <p>Artwork, Polsham B Shelter</p> <p>Wookey hole b shelter</p> <p>Portaloos</p> <p>Portaloos – all play areas</p> <p>OAP concessions, allotm. Tenancy agreement amendment – tree height Play equipment parts</p> <p>Play area signs (No Dogs) DDGH works</p> <p>DPC authorisation</p> <p>SIDs BiodD document Dog bins SC &amp; waste collection</p>	

	responsibility for waste collection from street furniture on multi-user paths			
20/09/23	<p><b>RESOLVED:</b> to accept the budget figures as offered.</p> <p><b>RESOLVED:</b> to request that £8000 was put aside for legal and other fees for any land acquisition.</p> <p><b>RESOLVED:</b> to recommend the Risk Management Strategy Policy to Full Council.</p> <p><b>RESOLVED:</b> to review the Risk Register, check entries with 'medium' risk and either add mitigations or downgrade to 'low'.</p> <p><b>RESOLVED:</b> to proceed with quotes for works to wooden notice boards (in South Horrington, Easton and Dulcote), vegetation clearance at Littleley bridge bus shelter, repairs to the phone box (West Horrington) &amp; the cleaning of graffiti (Coxley &amp; Palace Fields litter bins).</p> <p><b>RESOLVED:</b> to await clarification of ownership before seeking quotes for renovation of 3 village pumps.</p> <p><b>RESOLVED:</b> the Deputy Clerk is to request Coates Environmental to carry out a site visit and provide a quote for the erosion solution at Coxley Recreation Ground</p>		<p>2024-25 budget</p> <p>RMPS Risk Register</p> <p>Maintenance works</p> <p>Easton pumps</p> <p>Sheppey erosion</p>	
01/11/23	<p><b>RESOLVED:</b> There would be no further discussion about dog waste bins across the parish until April 2024.</p> <p><b>RESOLVED:</b> Discussions thereafter could only take place if there was unambiguous confirmation from Somerset Council of their responsibility and commitment to undertake waste collection for the duration of the current administration</p> <p><b>RESOLVED:</b> to accept the budget costs for the following items as follows: Allotments £5588.31; CSW/SIDS £614; Grit salt £0; Ground Maintenance – trees £2846; Ground Maintenance – hedges £1300; Ground maintenance – play area inspections £3000; Ground maintenance – floodlights £350; Ground Maintenance – The Triangle £1000; Ground Maintenance – Signage £200; Ground Maintenance – AMC scoping £500; Noticeboards £0; Office equipment £767.63; Phone boxes £0; Playground equipment £12,773; the Leat £0</p> <p><b>RESOLVED:</b> to increase the Ground Maintenance – grass budget to £7,900</p> <p><b>RESOLVED:</b> to increase the Ground Maintenance – other budget to £22,480</p> <p><b>RESOLVED:</b> to increase the Ground Maintenance – portaloos budget to £2,450</p> <p><b>RESOLVED:</b> to increase the Street Furniture budget to £4,204</p> <p><b>RESOLVED:</b> to accept the artist's quotation for the creation of the mural, as provided</p>		<p>Dog waste bins</p> <p>Dog waste bins &amp; waste collection by SC</p> <p>BUDGET 2024-25</p>	

	<p>in the sample provided, at a cost of £1000.00 to include time, materials &amp; lacquer protection. An additional £200 to be available as a contingency, should there be a charge for the fascia lettering</p> <p><b>RESOLVED:</b> to offer the works resulting from the Annual Tree Survey to Contractor 3 – JK Tree Services Ltd.</p> <p><b>RESOLVED:</b> to approve the costs of a site visit and ensuing feedback from Cain Bio-Engineering and to ensure the site visit involved the MUP Contractors, Greenways and Councillors</p> <p><b>RESOLVED:</b> Quote 2 –DDGH - was to be offered the works resulting from the Annual Asset Survey &amp; the ‘preferred contractor’ process would be used for repairs to works resulting from the Annual Independent Play Inspection</p> <p><b>RESOLVED:</b> the Asset Management Committee would meet on Wednesday 13<sup>th</sup> December 2024 at 7pm</p>		<p>Annual tree works</p> <p>Sheppey erosion / site visit</p> <p>DDGH works</p> <p>Next Meeting</p>	
31/01/24	<p><b>RESOLVED:</b> 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)</p> <p><b>RESOLVED:</b> Should the Environment Agency not approve Cain construction proposals, the second quote could be reconsidered and permits progressed by Bernard Perry Ltd &amp; St Cuthbert (Out) Parish Council.</p> <p><b>RESOLVED:</b> to proceed with the quote for Tree Works from JK Tree Services.</p> <p><b>RESOLVED:</b> to accept the following amendments: <u>Grass cutting</u> – 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.’ <u>Hedge-cutting</u> – 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.</p> <p><b>RESOLVED:</b> to accept the quote from Crystal Clean windows for £30 per unit.</p> <p><b>RESOLVED:</b> to proceed with the order and installation of various cuff replacements for a total of £221.92</p> <p><b>b) T-for-2 Swing (Dulcote):</b> 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.</p>		<p>R Sheppey</p> <p>R Sheppey/trees</p> <p>Bus shelter clean</p> <p>Play equipment parts</p>	

	<p>c) <u>grass-cutting</u> at Coxley Playing Field, March-June 2024;  <b>RESOLVED:</b> 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.</p> <p>g) <u>OAP concessions for allotment tenants</u>  <b>RESOLVED:</b> To notify the relevant tenants that the OAP Concessionary Rates would cease to be available from 01 October 2024.</p>		<p>Coxley field grass-cutting</p> <p>OAP concessions</p>	
13Mar24	<p><b>RESOLVED:</b> to request various documents regarding the works from Cain Bio Engineering, and distribute to the Committee.</p> <p><b>RESOLVED:</b> for JK Trees to quote for works to a tree at The Triangle, Wookey Hole.</p> <p><b>RESOLVED:</b> to request an updated tree map for Coxley and to check the numbering of trees 24 &amp; 28. To remove tree 24 late summer.</p> <p><b>RESOLVED:</b> to request that the Environmental Working Group create a plan (including costs) for wildflower seed distribution.</p> <p><b>RESOLVED:</b> Not to participate in ‘No mow May’ during 2024.</p> <p><b>RESOLVED:</b> the RFO to gain quotes for Littley Bridge and Wookey Hole bus shelters to be refurbished with murals.</p> <p><b>RESOLVED:</b> to make enquiries on the ownership of the bus shelter in South Horrington</p> <p><b>RESOLVED:</b> for the council to obtain hi-viz jackets with Parish logo for volunteers working on behalf of the Council around the parish.</p> <p><b>RESOLVED:</b> to approve Pennys Group to undertake emergency work in the Coxley Playing Field to fill pot holes in the car park.</p> <p><b>RESOLVED:</b> to draw a specification for more permanent solution to the pot holes in the car park.</p> <p><b>RESOLVED:</b> that the contract will run until February 2025 and end of February each other year.</p>		<p>R Sheppey</p> <p>Triangle – tree</p> <p>EWG &amp; wildflower seeds</p> <p>No Mow May</p> <p>Bus shelter murals</p> <p>Bus shelter, S horrington</p> <p>Hi-Vis</p> <p>Coxley car park potholes</p> <p>Coxley field grass-cutting</p>	

24Apr24	<p><b>RESOLVED:</b> Recommend Full Council support the ‘Coxley Path and Bridge’ project with funding up to £2000 (subject to a grant application and due process).</p> <p><b>RESOLVED:</b> To support a charity event on Coxley Playing Fields on June 2024 with one Portaloo and electricity</p> <p><b>RESOLVED:</b> To highlight to Somerset their liability to maintain the road for safety purposes and repair any road erosion at the entrance to the Wookey Hole Allotments</p> <p><b>RESOLVED:</b> To award Shepton Mallet Landscapes the grass maintenance contract for the Coxley Playing Field until July 2024.</p>		<p>Coxley Holt path</p> <p>Coxley festival</p> <p>Car park access – tarmac (Allotments)</p> <p>Coxley field grass-cutting</p>	
05Jun24	<p><b>RESOLVED:</b> The Committee will support the installation of a dog bin in the proposed location (or the vicinity of) subject to Highways approval and confirmation of land ownership.</p> <p><b>RESOLVED:</b> The Committee supports the concept of a shelter and requests Cllr Cooke to update the Committee on the proposed shelter once the matter has been raised with Dulcote Playing Field Trustees in August.</p> <p><b>RESOLVED:</b> To gain quotes from our contractor to clear the graffiti from the playground equipment, and for the RFO to authorise cleaning as required</p> <p><b>RESOLVED:</b> For the RFO to work with Artist to prepare the surfaces as required, which may include extra costs.</p> <p><b>RESOLVED:</b> SLH Services to be awarded the contract from July 2024.</p>		<p>Dog bin, Easton</p> <p>Dulcote shelter</p> <p>Graffiti clean</p> <p>Bus shelter murals</p> <p>Annual Maintenance C</p>	
17Jul24	<p><b>Resolved:</b> to accept the quote and for works to commence</p> <p><b>Resolved:</b> to approve quote for works to commence on the trough if needed.</p> <p><b>Resolved:</b> for works to commence to clear and fence the plot</p> <p><b>Resolved:</b> to remove the OAP concession on the allotment tariff.</p> <p><b>Resolved:</b> the RFO to gain quotes to destroy and remove the japanese knotweed.</p> <p><b>Resolved:</b> to award valda energy the contract for 3 years provision of electricity to the site.</p>		<p>School hill streetlight</p> <p>Allotments trough</p> <p>Allotment Plot 12</p> <p>OAP concessions</p> <p>Japanese knotweed/Triangle</p> <p>Energy Contact</p>	
28Aug24	<p><b>Resolved:</b> to approve the invoice for the extra fencing required</p> <p><b>Resolved:</b> the RFO to obtain quotes for a replacement grit bin, and seek works for dog bin repairs in Coxley. RFO to establish if Somerset Council will service the dog bin on Easton hill, with a view to potentially removing it. RFO to contact SLH services page 2</p>		<p>Sheppey fencing</p> <p>Grit &amp; dog bin repairs</p> <p>Easton hill litter bin</p>	

	<p>of 2 St Cuthbert (out) parish council – asset management committee to cut grass around the littly bridge bus shelter. The council to establish the ownership of the cycle racks in coxley playing fields.</p> <p><b>Resolved:</b> the RFO to seek other remedies to the Japenses knotweed issue, alongside gaining further quotes. Also to seek further advice from SALC on the latest opinion on the threat posed by the plant.</p> <p><b>Resolved:</b> the RFO to authorise a contractor to replace the lock, and seek options on who should be keyholder.</p> <p><b>Resolved:</b> that the following items be submitted for consideration for the next budget:</p> <ul style="list-style-type: none"> <li>• allotments: £1000 for tackling japanese knotweed.</li> <li>• ground maintenance: add an inflation increase.</li> <li>• noticeboards: £500 for maintenance (from reserves)</li> <li>• phone boxes: £3000 (including an allowance of £1500 from reserves) for maintenance.</li> <li>• playground equipment: £3000 per year to be added to marked reserves for 4 years to replace equipment.</li> <li>• street furniture: add an inflation increase.</li> </ul> <p><b>Resolved:</b> for the RFO to establish if the monies budgeted for the school crossing patrol is still required – to query the £3000 budgeted for ‘the leat bridge’.</p>		<p>SLH &amp; cutting grass around Littley Bridge Coxley Rec bike racks Japanese Knotweed</p> <p>S Horrington noticeboard</p> <p>Budget 2025-26</p> <p>School crossing patrol</p>	
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