



MARTOCK PARISH COUNCIL

Buildings and Open Spaces Committee

Minutes of a meeting of the Buildings and Open Spaces Committee

Wednesday 4th August at 7.30pm at the Parish Hall, Martock

Present: Graham MacDonald(Chair), Cllrs Louise Clarke, Paul Helyer, Les Hallett, Sylvia Williams, Mark Warr, Tina Randall, John Hole, Clara Ross and Jenny Becker

In attendance: Christine Berry (Clerk), Marilyn Butler

Public participation: Five members of the public were present

Apologies: None

No.	Subject	Comments
01/21	Parishioner participation – to hear any matters raised by members of the public	<p>A question was put to the council in regard to Wig Wag signs in Beech Road. It was advised that it was a District Council matter. Cllr. Louise Clark offered to look into the matter further</p> <p>A request was put to the parish council to provide more seating in the churchyard and to make available to the residents of Martock. It was explained that space in the churchyard is restricted to burial plots and that there is a number of memorial benches in place for the public to use.</p> <p>The parish council was thanked for its work and time given to Martock</p>
02/21	Announcement that the meeting may be filmed or recorded	<p>An announcement was made that the meeting may be filmed or recorded.</p> <p>It was AGREED to record the meeting.</p>
03/21	To receive any apologies for absence	None
04/21	To receive any declarations of interest	No declarations of interest received.
05/21	To receive a report on any dispensations granted	No dispensations had been granted.
06/21	To agree the minutes of the meeting held on 18 th February 2020 and deal with any matters arising	<p>The minutes of the meeting were approved as a true record (enclosure) and signed by the Chair.</p> <p>A question was raised on item 09/20-2-2) on the Parish Council members requested that clarification on the responsibility of the chest tombs to be sought.</p>

07/21	To confirm the areas of responsibility to designated councillors in the agreed areas under the Building and Open Spaces Committee	<p>ACTION: Clerk</p> <p>The areas of responsibility have been designated to councillors as follows:</p> <ol style="list-style-type: none"> 1. The Pavilion and recreation ground will be Cllrs. Mark Warr, Paul Helyer, John Hole, Les Hallett and Graham MacDonald 2. The Parish Hall will be Cllr Louise Clarke 3. The Market House will be Cllr Paul Helyer 4. The churchyard will be Cllr Jenny Becker 5. The Street Scene and Precinct will be Cllr Clara Ross 6. Speed Indicator Device (S.I.D) will be Cllr Alan Potter 7. It was proposed to form a Pavilion Refurbishment working group with the following members; Louise Treacher, Graham MacDonald, John Hole, Mark Warr, Paul Helyer and Les Hallett who will report to this committee and Full Council.
08/21	To discuss actions for the Building and Open Spaces Committee	<p>The actions for Building and Open Spaces Committee was discussed. It was resolved that:</p> <ol style="list-style-type: none"> 1. The Clerk is to provide the approved quote for the MUGA ACTION: Clerk 2. Cllr John Hole to provide contractor details to the Clerk ACTION: Cllr J Hole 3. The Clerk reported that the parish council is waiting for SSDC to release 106 Monies for the purchase and repair of play equipment. 4. The Clerk will provide the details of a local artist to Cllr Mark Warr in regard to the proposal of a map of the recreation ground ACTION: Clerk 5. The Clerk is to notify the contractor that the perimeter path is not draining effectively and arrange for them to meet with Cllr Les Hallett ACTION: Clerk 6. Electrical Testing and Gas Testing to be arranged for the buildings ACTION: Clerk and Cllr Paul Helyer 7. Tennis court lease. The Clerk is to provide details to the committee in order to establish if there is a lease ACTION: Clerk 8. Quotes have been received for the handwash machine in the Market House Toilets 9. There will be a handover of the CCTV System to the Clerk and Admin Assistant on 9th August 2021. 10. Quotes required for a radio clock at the Market House ACTION: Clerk

		<p>11. Clearance of upstairs room in Parish Hall ACTION: Cllr Sylvia Williams</p> <p>12. Jet wash of Precinct Area has been proposed that Wessex Water could do this as a 'Community Day' initiative ACTION: Cllr Alan Potter</p> <p>13. The Rules and Regs for the Burial Ground were being reviewed at the Away Day and the information is to be collated by the Clerk ACTION: Clerk</p> <p>14. It was agreed previously to the pruning and removal of a tree in the churchyard, the contractor has not provided a date. ACTION: Clerk</p>
	<i>Cllr Jenny Becker left the meeting at 8.00pm</i>	
09/21	<p>To receive a report on issues that have arisen since the last meeting:</p> <p>1. Buildings:</p> <p>a. To update on the parish hall roof area that is leaking</p> <p>b. To receive an update on the CCTV installation and handover</p> <p>c. To receive an update on the MAG Locks for the Market House toilets.</p> <p>2. Open Spaces:</p> <p>a. To update on the placement of 10 benches and picnic tables in the recreation ground</p> <p>b. To receive the quarterly SSDC Playground Inspection Report</p> <p>c. Discuss authorised access by licence holders and dealing with unauthorised use of the track at the allotments</p> <p>d. To update on grant funding for the precinct area and Market House</p> <p>e. Discuss the removal of the spoil heap and fence in the churchyard</p>	<p>1. Buildings:</p> <p>a. The leak on the parish hall roof area has been temporarily fixed it was proposed that the Clerk gets 3 quotes for a permanent repair ACTION: Clerk</p> <p>b. The CCTV installation and handover is arranged for 9th August 2021 with the Clerk</p> <p>c. PG Security are waiting on parts to complete the installation of the MAG locks at the Market House toilets</p> <p>2. Open Spaces:</p> <p>a. The benches are placed in the pavilion the placement and installation is to be arranged with the contractor. ACTION: Cllr Mark Warr</p> <p>b. The SSDC Playground Report for June 2021 was received</p> <p>c. The decision to reinstate the Track Licence is to be deferred to the next Full Council Meeting A proposal was made by Cllr Louise Clarke and Tina Randall seconded. Unanimously AGREED</p> <p>d. An update on the grant funding was provided by the Clerk</p> <p>e. The contractor has agreed to remove the spoil and the fence, a date to be confirmed. It was agreed that the work commences.</p>

	<p>f. Discuss the drainage on the recreation ground track</p> <p>g. Discuss the placement of Heras fencing on the site at Long Orchard and the implications of its proximity to a Badger Set</p>	<p>A proposal was made by Cllr Graham MacDonald and Paul Helyer seconded. It was unanimously AGREED</p> <p>f. It was AGREED that Cllr Les Hallett meet with the contractor to discuss the faults on the perimeter path. The Clerk to arrange. ACTION: Cllr Les Hallett and Clerk</p> <p>g. It was resolved that Heras fencing would not be placed at the Long Orchard site to close the gap in the hedge.</p> <p>A proposal was made by Cllr Paul Helyer and Louise Clarke seconded. It was unanimously AGREED</p>
	<i>Cllr Sylvia Williams left the meeting at 8.26pm</i>	
10/21	To discuss any received correspondence relevant to the committee	No correspondence had been recieved
11/21	To note the date of the next meeting of the Committee on Wednesday 3rd November 2021 at 7.30pm	Date of the next meeting was noted.

The meeting closed at 21.09pm

Approved (date): _____

Signed by the Chair: _____