

LANDEWEDNACK PARISH COUNCIL

**Minutes of the Landewednack Parish Council Asset Management Committee Meeting held on Thursday 4<sup>th</sup> April 2019 at 7.30 pm at the Reading Room, The Lizard**

**Present:** Cllrs R Wheeler (Asset Management Committee Chairman), M Legge, V Parker, and R Paxford

**In Attendance:** D Shepherd (Clerk) and 2 members of the public

**AM 19/20 – 1 To receive and accept apologies**

No apologies had been received

**AM 19/20 – 2 To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

Cllr Legge declared an interest in the toilets. Cllr R Wheeler declared a personal interest in The Green

**AM 19/20 – 3 Public Participation:** To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

One member of the public asked about item 7 on the agenda. There was discussion about the rare plants on the Green

**AM 19/20 – 4 Minutes of the Asset Management Committee held on the 17<sup>th</sup> January 2019:** To approve and sign as a correct record

It was **resolved** to approve and sign as a correct record (Proposed Cllr R Wheeler)

It was **resolved** to record that minute 48 was not correct. The report provided to the Council in 2018 stated that there was a small colony of ciliate rupturewort in the area where work was to be carried out (Proposed Cllr R Wheeler)

**AM 19/20 – 5 Toilets:** To consider any action required in 2019/20 including the matters brought forward from the last meeting

Grey Water was deferred to a future agenda. The Clerk was asked to check the necessity for a legionella test. No further improvements planned for the toilets in 2019/20

**AM 19/20 – 6 Cemetery:** To consider any action required in 2019/20 including the registration of the cemetery field

It was noted that the registration of the field was with Cornwall Legal. The relatives had been contacted about the broken seat and were planning to respond

**AM 19/20 – 7 Church Cove:** To consider progress re the outstanding matters relating to Church Cove including correspondence with South West Water and a memorial bench

The Clerk reported on her ongoing attempts to get a response from SWW about the equipment in the turning/parking area. The proposed memorial bench is awaiting discussion with the parishioners who wish to place it there and in particular if they would maintain it. The grant application for repair works had been submitted. There was an inconclusive discussion about a winch

Signed.....Date.....

**AM 19/20 – 8 The Green:** To consider outstanding issues relating to the Green including abandoned vehicles, Information Board, signs and rights of way over the Green

The Clerk reported on the responses from the Police and Cornwall Council; the latter are writing to the owners of the abandoned vehicles. Advice is awaited from Cornwall Council about the new rules for the Green. Cllr R Wheeler raised two rights of ways issues and it was agreed to recommend that the Council took advice from Cornwall Legal in respect of the second issue only. Cllr R Wheeler raised issues relating to the buildings on the Green which is a Common. He explained that action could only be taken before December 2020. The Committee did not wish to recommend that action be taken

**AM 19/20 – 9 Land Owned by Poltair:** Cllr Wheeler to report on progress on resolving this matter

Cllr R Wheeler reported the lack of progress on this matter

**AM 19/20 – 10 Noticeboard on the Green and the siting of the old noticeboard:** To consider how this matter should be taken forward

It was noted that the Reading Room Committee had confirmed that they did not want the old noticeboard.

It was **resolved** to donate the old noticeboard to the School (Proposed Cllr R Wheeler)

Cllrs had one query re the new noticeboard and the Clerk was asked to check re powder coating. A local contractor to be asked to fit the new noticeboard. One side of the board to be locked and headed 'Landewednack Parish Council' and the other side to have thumb locks and to be headed Landewednack Community Noticeboard. It was noted that the Clerk had successfully applied for a grant towards the cost of the Community Noticeboard. Cllrs to advise the Reading Room Committee that they proposed to take the Reading Room Noticeboard away on the grounds of health and safety

It was **resolved** to purchase the noticeboard from Noticeboards On Line who had provided the cheapest quote (Proposed Cllr R Wheeler)

**AM 19/20 – 11 Repair and Maintenance of Assets:** Cllrs Kessell and Parker to report on the development of a preferred suppliers list

Cllr Parker is working on this database which she will circulate to the Committee

**AM 19/20 – 12 Assets including Benches:** Cllr Parker to report on her completed list of photographs of Council benches and other assets to link to the Asset Register

Cllr Parker will email the Clerk the photographs

**AM 19/20 – 12 Dog Bins:** To confirm the locations and the arrangements for erecting the bins purchased: Cllr V Parker to report

Cllrs Parker and S Wheeler had identified potential sites. Two were agreed but the third needs agreement from the landowners. Cllr Parker to email the Clerk with the geographical locations so that she can arrange for Biffa to empty them

It was **resolved** that the local contractor will erect the first two bins whilst awaiting confirmation of the third site (Proposed Cllr R Wheeler)

Signed.....Date.....

**AM 19/20 – 13 Defibrillators:** To consider whether to continue with Annual Inspections

It was **resolved** not to continue these (Proposed Cllr Legge)

**AM 19/20 -14 Bus Stop:** To consider actions required in relation to the Bus Stop

It was agreed to remove this from the agenda

**AM 19/20 – 15 Repair and Maintenance Plan 2019/20:** To agree a plan to maintain the assets on the register

The Committee noted all the work completed over the past two years to repair and maintain the Council's assets. It was agreed that there were no specific plans for 2019/20. The Clerk was asked to contact the contractor about the grass that was turning yellow on the small green

**AM 19/20 – 16 PC Land Registry Account:** Cllr Wheeler to report on the action taken

Cllr R Wheeler confirmed that the Committee could not take this forward

**AM 19/20 – 17 Spreadsheet of Suppliers and Contractors:** Cllr Wheeler to make a proposal to develop

It was **resolved** that Cllr Parker and the Clerk should take this forward in 2019/20 (Proposed Cllr R Wheeler)

**AM 19/20 – 18 Date of Next Meetings:** To be considered

Cllrs considered the importance of retaining the Committee but suggested that it could be merged with the Finance Committee which meets twice a year in November and April. Additional meetings could be added if required

It was **resolved** to recommend to Council that the Committee be retained and merged with the Finance Committee in 2019/20 (Proposed Cllr R Wheeler)

Signed.....Date.....