

WOODBURY PARISH COUNCIL
MINUTES OF THE ESTATES & ASSETS COMMITTEE MEETING HELD IN THE
CHURCH ROOMS, WOODBURY on Monday 21 September 2015 @ 7.30pm

Present: Cllrs Mrs C McGauley, P Bricknell, R Bartlett, G Murrin, G Jung, R Mayo & J Pyne: Mrs S Elliott, Mr P King & Mr J Treasaden (Woodbury Salterton, Exton & Woodbury Tree Wardens respectively): Mrs J Green (P3 Warden)

Also present: Mrs B Price (Clerk) & Mrs M Westlake (Assistant to the Clerk)

15/EAC084 **MINUTES:** The minutes of the Estates & Assets meeting held on 20 July 2015 were received and confirmed as an accurate record (P/S: Jung/Bricknell - AIF)

15/EAC085 **APOLOGIES FOR ABSENCE:** Apologies for absence were received from Cllrs J Burgess, B Jones, & T Pattison: Mrs A Eyres, Mr R Gittings & Mrs N Southard (Woodbury, Exton & Woodbury Salterton play area Wardens respectively): Mr T Frampton (P3 Warden)

15/EAC086 **DECLARATIONS OF INTEREST:** Declarations of personal and/or prejudicial interest were received as follows. Members declaring prejudicial interests left the room and took no part in the discussions or votes:

None

15/EAC087 **MAINTENANCE AND MANGEMENT OF SPECIFIC AREAS** requiring update, discussion and decisions, as follows:

WOODBURY SALTERTON

A. Play Area: Cllr Bricknell reported on the progress of this updated area which is almost complete. There is still a set of swings to paint and the safety surface under the swings to put down. The WSRA had written to Cllr Bricknell thanking him for all the hard work he had put into the scheme and a copy was handed to the Clerk.

The second phase of the installation of gym equipment was discussed and it was agreed that funds of approximately £7500 can be used from the Webbers Meadow section 106 funding subject to EDDC agreement (P/S: Bricknell/Jung – AIF). Once EDDC confirmation is received the Clerk can issue the order to the suppliers.

B. Trees, Hedges & Grass Verges: The condition of various trees, hedges & grass verges was discussed as follows:

i Memorial Tree in the Play Area: Cllr Bricknell has cleared the undergrowth around the tree which has helped it as the area was very crowded. It is still too small a plot for the tree and its removal elsewhere was discussed. Unfortunately it is too big for most sites in the village as it could grow to 50ft. Cllr Bricknell will liaise with Mrs Southard to see if she has any ideas.

ii Trees on the corner of New Way and Stony Lane: Mrs Elliott reported that the condition of the Cherry tree has not changed but it is still not showing any signs that it might survive. She will continue to monitor it.

iii Trees on the New Plantation: Mrs Elliott & Cllr Jung reported that there are three trees on the Village Road Plantation requiring the advice of a tree surgeon, one of which has already had work done on it but might well require further attention. It was agreed that the Clerk would contact Graham Joyce and ask him to liaise with Cllr Jung and/or Mrs Elliott regarding a site visit to the Plantation and also to check the Cherry and also an Oak on the edge of the play area. Thereafter quotations can be sought and the Clerk will email around the committee to agree the spend and which Contractor should do the work.

iv Any other trees/areas: Dog Lane continues to be damaged by heavy vehicles (probably tractors/hedge cutters or similar). It was agreed that the Clerk should contact Stuart Baker at EDDC and enquire whether this is something the new Rangers can deal with or advise upon.

WOODBURY

A. Woodbury Village Green:

i Repair/replacement of the electric box: The Clerk advised that she had been unable to obtain any further quotations from Contractors prepared to do all the work “in house”. It was considered to be better to deal with one firm for the entire area of work rather than sub-let it to various subcontractors, with all the potential problems this could cause in the event of disputes/problems. Clerk to accept the quotation received from Roberts in the sum of £950 plus VAT (P/S: Jung/Bricknell – AIF)

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15/EAC087 **MAINTENANCE AND MANGEMENT OF SPECIFIC AREAS** requiring update, discussion and decisions, as follows:

WOODBURY (cont)

A. Woodbury Village Green (cont)

ii Fencing on west boundary of play area: The Clerk reported that three quotations for this fencing had been received but that one of the Contractors had advised that there was no need for new pickets. He suggested that new posts be used and concreted in and the original pickets used. The two quotations received for this suggestion were £145 & £176. As these were considerably cheaper alternatives it was agreed that the Clerk should accept the quotation of £145 from Westlake Landscapes (P/S: Bartlett/Bricknell – AIF). The quotations received to include the replacement pickets were £369, £276 & £325.

B. Car Park and Public Conveniences

i Installation of automatic locking and light timers: The Clerk reported on quotations received. Unfortunately in a similar situation to that of the electricians on the Village Green, she had been able to find only one Contractor who was prepared to undertake all the work “in house”. It was accordingly agreed that the quotation of £1450.71 from Bagwells should be accepted (P/S: Jung/Pyne – AIF). It was further agreed that it was important to have some form of pressure sensor on the lighting in order to ensure that no-one was left locked in the toilets in the dark.

ii Replacement of out of date sign on toilet building: The Clerk pointed out that there is still an old EDDC notice on the toilets. It was agreed that she should crib the notice on the toilets in Exmouth and order similar signs from Stalite Signs.

iii Removal of old noticeboard from car park: The future of this old, unused noticeboard was discussed and it was agreed that it should be removed. Cllrs Mayo and Bricknell volunteered to remove it and it was agreed that there was no necessity to replace it.

C. Pond Area: The Clerk reported on three fencing quotations received and it was agreed to accept the lowest quote in the sum of £185 plus VAT from Coastal Fencing (P/S: Bricknell/Pyne – AIF). Suitable warning signage was also discussed and it was agreed that the Clerk should commission two signs (approximately 10’ x 8’) from Stalite Signs saying “Danger – Deep Water”, providing this complies with insurance company requirements.

D. Trees, Hedges & Grass Verges: Mr John Treasaden advised that the cutting of the areas of grass at the top of Park Way had been done better recently. He requested permission to purchase two additional trees similar to those that had been planted there previously, plus two additional trees for Critchards. This was agreed in the total sum of £100 plus VAT (4 x £25) (P/S: McGauley/Jung – AIF) providing that EDDC is prepared to accept the planting on their land.

EXTON

A. Play Area: Cllr Murrin advised that the Ward members were in the process of replacing the swings “like for like” using section 106 funds. Under EDDC guidelines “like for like” does not need to go out to consultation. The provision of a basket swing will come from the £10k put aside from PC funds (P/S: Murrin/Jung - AIF). He has met with the representative from HAGs who has advised that the lifting of the safety mats might well be caused by the lack of membrane underneath. Cllr Murrin will remedy this at no cost with some help from his colleagues.

B. Bus Shelter at northern end of Exton (close to petrol station): This bus shelter is no longer fit for purpose and Cllr Pattison had sent a drawing of a suggested replacement for which no quotes have yet been received. Clerk to agenda for the next meeting by which time Cllrs Murrin/Pattison will have obtained quotes.

C. Trees, Hedges & Grass Verges: One of the cider apple trees in the play area is not in a good condition and is overgrowing part of the play equipment. It was agreed to ask Graham Joyce to check its condition and advise.

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15/EAC088 GENERAL ITEMS COVERING ALL THREE WARDS requiring update, discussion and decisions, as follows:

- A. Hedge Cutting contract:** Three tenders for the hedge cutting contract were received in the sums of £1360 + VAT; £2220 + VAT; £2850 (no VAT). Some concern was expressed regarding the difference in cost of the lowest figure compared with the two higher figures but in view of the fact that the Contractor's work is known to some members of the PC it was agreed that the figure of £1360 from Matt Lynch Agriculture should be accepted (P/S: Bricknell/Mayo – AIF). Clerk to stipulate that he contacts Ward members of the PC when he is attending to ensure all is satisfactory. Woodbury – Cllr Mrs McGauley: Woodbury Salterton - Cllr Bricknell: Exton – Cllr Murrin
- B. Parish Path Wardens:** Mrs Green enquired whether she could spend £485 on strimming and was advised that there is £1378.50 in the P3 budget so she could go ahead. A replacement sleeper is required on the P3 path to Toby Lane and Cllr Mrs McGauley will measure the one she has available to see whether it is big enough. If not Allan Tyson will give a quote to supply and fix. The footpath at Lower Pilehayes needs raising up as it is often impassable. Mrs Green will speak to the Devon County officers about this again but in the meantime Cllr Bricknell will approach the farmer on whose land it lies to enquire whether he could do some dredging to help the problem. Moor Lane was discussed but this is an old green lane and not classified as a footpath. It would be nice however if this could be reinstated. County Cllr Mrs Christine Channon will be approached to see whether anything can be done to make it passable.
- C. Play Area Wardens:** There were no Play Area Wardens present.
- D. Grass Cutting Contract:** The Clerk advised of the costings for the additional areas, most of which were £11.50 per cut which seemed quite expensive in view of the fact that the areas were all on the current work route. It was agreed that Bonds Lane requires immediate attention but the other areas could now wait until the next season. The whole lot can be put out to tender again next year to include these areas (P/S: Jung/McGauley – AIF).

15/EAC089 DATE OF NEXT MEETING: The date of the next meeting was agreed as Monday 1 February 2016 at 7.30pm

There being no further business the meeting closed at 9.25pm

Signed

Date: