

# WOODBURY PARISH COUNCIL

Dear Member

13<sup>th</sup> June 2017

**You are hereby required to attend a meeting of the ESTATES & ASSETS MANAGEMENT COMMITTEE** to be held **at 7.30pm on Monday 19<sup>th</sup> June 2017** in the Church Rooms, Woodbury . The business to be transacted at the Meeting is set out below. Members of the Public are welcome to attend this Meeting.



**A J Le Riche**  
**Joint Clerk to the Council**

## **A G E N D A**

1. **MINUTES:** To receive and confirm as a correct record, the Minutes of the proceedings of the Estates & Assets Management Committee meeting held on 6<sup>th</sup> February 2017.
2. **APOLOGIES FOR ABSENCE:** To receive any apologies for absence
3. **DECLARATIONS OF INTEREST**
4. **MAINTENANCE AND MANAGEMENT OF SPECIFIC AREAS requiring update, discussion and decisions (as necessary):**  
**WOODBURY SALTERTON**  
**Play Area:** Play Area Inspection have not yet been carried out. *Copies of reports will be circulated when they have been done.*

**Flood Resilience equipment shed.** – To consider a location for this.

### **WOODBURY**

**Woodbury Village Green:**

#### **Public Conveniences:**

Internal decoration – A quote has been received from Mr Glanville in the sum of £580.

**Flower Street Car Park:** To consider options for marked spaces in the Car Park.

**The Arch and in Flower Street:** To consider options for planting and maintenance of the Planters.

**Woodbury Community Playing Fields (MUGA) Project:** To receive an update from the WCPF regarding the Multi Use Games Area and to consider funding options.

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## EXTON

**Play Area:** The Play Area Inspection has not yet been carried out by SNC Southwest *The report will be circulated by e-mail, when it arrives*

5. **GENERAL ITEMS COVERING ALL THREE WARDS requiring update, discussion and decisions, as follows:**
  - A. **Tree Wardens:** To discuss any areas of concern relating to trees, grass areas, verges & wild flowers.
  - B. **Parish Path Wardens:** To discuss any areas of concern relating to the P3 Parish Footpaths.
  - C. **Play Area Wardens:** To discuss any areas of concern raised by the Wardens relating to the play areas.
  - D. **Parish Handyman:** To discuss the need for a contracted Handyman
  - E. **Grass Cutting Contract:** To review the new grass cutting contract and whether Councillors are satisfied with the Contractor. To decide whether any additional work is to be added to the Specification
  - F. **DATE OF NEXT MEETING:** To agree the date of 16<sup>th</sup> October 2017 for the next meeting.

# WOODBURY PARISH COUNCIL

## Minutes of meeting of the Estates and Assets Committee held on 6<sup>th</sup> February 2017

Present: Cllrs Mrs C McGauley, Mrs C Bennett, B Jones, P Bricknell, T Pattison & J Pyne.  
Mr D Rose (Woodbury Salterton Tree Warden), Mr P King (Exton Tree Warden) & Mr T Bennett (Woodbury Tree Warden). Mrs J Green (Foot path warden)

1. Minutes; The last minutes of 17<sup>th</sup> October 2016 were confirmed as an accurate record by Claire Bennett and Patrick Bricknell
2. Apologies for Absence; Cllrs R Bartlett, R Mayo, G Jung.
3. No declarations of interest were made
4. **Maintenance of specific areas.**

Woodbury Salterton – Cllr Bricknell to carry out some works but is waiting for good weather.  
Woodbury – Cllr McGauley confirmed no issues at the play parks. Anna Ayres to be contacted for inspection report.

Woodbury Community playing fields to report on situation regarding the MUGA.

Tony Bennett carried out a survey of the car park before SWW moved in so any damage can be recorded.

It was noted that the walls inside of the public toilets needed painting - arrangements to be made for a contractor to carry out the works with a budget up to £500.00.

Exton – Most of works completed on play park maintenance.

### 5. Footpaths

Footpath warden advised the footpath through Pilehayes farm, Woodbury Salterton, was very boggy and the gate needed some maintenance - investigate the possibility of funding to help with issues.

### 6. Trees

Exton – no issues with the trees in Exton.

Woodbury Salterton – request was made and permission granted to hang small bug hotels in the trees on the plantation.

Woodbury – Tony Bennett was invited to submit a proposal for replanting of trees, at the cricket pitch, to the next meeting. The Orchard Society have requested a fire pit for the Orchard, the lease would need to be checked for restrictions.

### 7. Play Area Wardens

No play area wardens were present. A note was made to make contact with the Exton play area warden.

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## 8 Handyman

There is currently no parish handyman. All works are contracted to EDDC. All Cllrs to be contacted by email in March requesting details of any maintenance works needed so a job list can be created for EDDC. Strimming works are urgently needed in Exton Mrs Judy Green will contact a handy man and advise Cllr T Pattison.

9 Possibility of replacing the bus shelter on the arch for something similar to the Exton ones with better shelter from the weather.

10 Possibility of replacing the village name signs at each entrance to the village as they are a bit shabby. Also requested for Exton.

11 Mr Rose to obtain a price for the disposal of spoil from the Woodbury Salterton stream as part of the flood resilience works.

12 A 8ft rowing boat has been donated to the council for use a planter. Cllr Pyne to ask if the gardening club would like to plant it and it was suggested it could then be placed on the green opposite the church rooms.