



Castle Cary Town Council

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Castle Cary Town Council Properties & Infrastructure Committee

Meeting held on Monday 26th June 2017 at 6.30pm at The Market House

DRAFT MINUTES

Present: Barry Moorhouse, Pek Peppin, Bob Gilbey, Nick Weeks, Barbara Williams, Judi Morrison, Sally Snook, Debra Henderson

Officer Present: Claire Craner-Buckley Deputy Town Clerk

Members of the public: 4

PI31: Apologies for absence: Terry Philpott, Martin Atkins

BG opened the meeting. Acknowledging apologies for absence. He then tendered his resignation as Chair, agreeing to continue as Vice Chair. NW, new chair, took on the running of the meeting.

PI32: Declaration of interest. Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct, and to note the grant of dispensations made by the town clerk in relation to the business of this meeting.

None declared.

PI33: Confirmation of Minutes of the Properties & Infrastructure meeting held on Monday 24th April 2017
Confirmation of Minutes of the Properties & Infrastructure meeting held on Monday 22nd August 2016

Resolved: Both sets of Minutes accepted.

INFRASTRUCTURE

PI34: To discuss and agree the scope and timescales of the car park enforcement review for approval by Full Council with a designated project leader.

To discuss and agree signage on Catherine's Close Car Park

Millbrook Car Park

Issues discussed. All agreed that more data is needed. TG member of public spoke, advising Committee that a group of volunteers have been monitoring car park space usage at Millbrook Long Stay Car park on a daily basis at 8am 11am 2pm & 7pm since last Thursday 22.6.17. Millbrook has 100 spaces plus 2 disabled.

So far they have observed 27 spaces in use min & 71 spaces max. They are willing to carry on & will give records to the Town Council. Agreed will also monitor if cars are staying too long & short stay car park too. TG advised that it is very rare that she can't get a space.

Action: NW invited the volunteers to come to next meeting on 14 August to report re Millbrook Car park & to send their report to the clerk. They agreed.

SS advised that Dorset & Somerset have resident's parking info on websites.

DH advised that some towns give free parking for visitors with some charge for residents. NW advised that enforcement is a big problem.

Catherine's Close Car Park

BW said at Catherine's Close car park she used 2 parking reminder leaflets & the vehicles haven't come back. She suggests there is a change from 12 hours to 8 hour maximum stay. She also said that some parked cars are 'for sale'.

PP highlighted that the parking issue will become worse when up to 20 cars will be displaced as the Consti Club is soon to be demolished & built on. She supports NW's idea at Full Town Council Meeting to move children's playground to the Fair Ground Field (& suggests Foxes Run as an alternative) & make the play park at Catherine's Close into a car park.

JM said at Catherine's Close parking on the road is the issue, restricting access for emergency vehicles. A suggestion was made to paint double yellow lines on one side of road.

BM advised he has written to Yarlington Homes about ownership & parking issues in C Close.

Action: BW to monitor Catherine's Close twice a day for no. of spaces vacant & long stayers.

JM suggested a scheme where people can park in the empty driveway of an older person & in exchange pop in & see if they need shopping etc.

Discussion re moving Fire Station to next to Ansford School, land is covenanted but these can be broken.

JM noted that Doctors Surgery car park is being used over night by some.

Discussion re expanding Millbrook car park. NW said land belongs to pub.

DH suggested the TC look for parking hot spots on the road.

BM felt sometimes the 'parking problems' were exaggerated.

JM felt white lines are needed across a number of people's drive to avoid resident's cars being blocked in.

BM suggested having one entrance & one exit to encourage better parking.

Discussion around ownership of large dead tree & other trees around CC car park. Agreed it was Wesley House

NW showed the committee a photograph taken by TP of the current parking sign in C close car park- all agreed it is muddled and dirty & wonky. All agreed this needs to be improved but that this can wait until the new parking plans are agreed.

Action: BW to wash the sign in the meantime.

SS advised that Wells use a parking company 'My Permit'.

Action: SS agreed to look into this further.

Action: All to look for potential parking spaces on spare land around the town

Action: NW to make enquiries at SSDC

Action: BM to contact Steve Deacon at SSDC

Action: JM suggested item in next Newsletter re; resident's letting out their drives, once insurance issue has been checked.

Action: JM will talk to Mo re: parking spaces at Bowls Club.

Action: SS will look at parkopedia website

PROPERTIES

PI35 Pavilion & Donald Pither Memorial Field

35.1 Consider repair action for broken post to enable gate to be locked in the open position to Donald Pither Field:

BG: advised this is moving forward with the installation of a metal post.

35.2 Feedback for bin request for DP field on footpath in vicinity of dugout/bench.

Location of bin was discussed. DH suggested putting it near Florida Street entrance.

Action: BG to check store for a bin or to ask Clerk to purchase one.

Action: NW will contact Cricket Club re Youth Club & get Fray involved as a new venue for youth club is becoming more urgent.

PI36: Play Area

Play Area equipment and questionnaire

BG: Advised he has identified equipment to purchase through 106 monies. This needs to be spent August. BG is seeking quotes.

Action: BG progress equipment purchase

JM advised she has produced a questionnaire for Primary & preschool using survey monkey.

Action: JM to circulate

Vandalism & monitoring issues were discussed.

PI37 Market House

Hand Rail update: JM advised that this request from the public had been agreed at MHMG meeting and she was now waiting for request to go to the Conservation Officer.

JM also requests that the rails are painted.

NW is awaiting a quote for Shambles work including signage & bad leak by door.

Redoing floor grouting : still waiting.

Issues discussed re: The Pitchings being slippery.

PI38 Cemetery and Chapel

Update: BG advised that the inside painting had been completed also some leaning headstones had been righted.

NW reviewed the Authorised Work List and felt that there is still quite a list of work to be done. JM suggested a tick list for Maintenance Officer to complete to advise the Committee when jobs are done.

Action: MS

Discussion re: long grass on RH side as exit the Cemetery. NW said the contractor needs to cut it for safety.

Action: BG will chase.

JM advised that the Chapel had recently been used for a funeral & the family were pleased with the venue.

PI39 Bus Shelter

Update: NW awaiting quote from Garry Green.

PI40 Roundhouse

Update: broken step corner.

Action: BG/MS to repair.

PI41 Fairfield

Update: BG advised that the drainage has been done by Targets. The grass has been recently cut. Fund raising not going too well. Discussion re when Circus is due to arrive.

Action: SH ensure grass is cut before circus arrives.

Discussion re: which budget drainage funds are coming from (Approx £4000)

This committee asks for the drainage money to come out of Reserves.

Vote taken: 7 in favour 1 against

PI42 Horsepond

Update: NW queried why the Council are we going out for quotes?

Action: NW agreed to talk to volunteers to ensure they carry on.

Action: Maintenance officer/ MS to open sluice twice a week for 2 hours.

Action: NW to establish blanket weed treatment cost.

PI43 Millbrook Toilets

To discuss and agree the required actions for the approved project

BG: advised that the redundant loos will be knocked out by himself & MS so the building can be used for another purpose.

Action: BG: will seek electricians & plumbers quotes

JM advised that Dave Peplow, who owns Pithers Yard, may build some toilets if the Town Council will clean them. BM suggested he should make a formal approach to the Council.

PI44 Review and agree Properties and Infrastructure Terms of Reference

JM advised they were last checked in Sept 2016.

Action: JM will edit them as Vice Chair

Action: Circulate Terms of Reference to all before next meeting for comment

PI45 To consider quotations received relating to works on Horsepond and decide if meeting required to discuss further. See above.

Confirm date of Next Meeting

Monday 14th August 2017 6.30pm.

Action : All to send items for future meeting including Infrastructure, to NW for inclusion on Agenda.

Meeting closed at 20.15pm

DRAFT