

Castle Cary Town Council

Notes of the meeting of the Properties & Infrastructure Committee held on Monday 9 March 2015 at 6.30 pm in the Market House.

Present: Bob Gilbey (BG); Laura Tilling (LT); Sally Snook (SS); Liz Stokes (LS); John Thompson (JT); Nick Weeks (NW)

Item No		Actions & deadlines
1	APOLOGIES FOR ABSENCE: Penny Steiner; Judi Morison; Angela Piggott; Terry Philpott	
2	DECLARATIONS OF INTEREST - None	
3	APPROVAL OF MINUTES OF THE MEETING HELD ON 12 January 2015, and consideration of any action points not listed on the agenda. Acceptance proposed LS, seconded BG, all agreed. Matters arising were treated within the main agenda.	
	Additional item: CCTC Policy document Sections 3.1 to 3.7 of the Council's general policy document, being those sections relevant to the work of the Properties committee, were considered. The policy items were accepted for ongoing conclusion in the CCTC Policy Document, with the exception of item 3.7, where it was agreed that the policy should be reviewed every two years. All items in the policy had been implemented to a high standard. LT to collate with whole document	LT
4	GROUND MAINTENANCE CONTRACT To remain at original cost to include plants. AMC start at the beginning of April, and plans were in place for a smooth handover. Photographs of the current state of all grounds to be taken, and final account to current contractor not paid until work signed off.	?Clerk
5	PAVILION & DONALD PITHER MEMORIAL FIELD Request for approval of extension/lean to shed beside garages E-mail distributed. Queries raised included nature of extension, need or otherwise for planning permission, insurance, maintenance responsibility, ownership. A meeting with the sports clubs is to be held soon where all issues can be discussed. The clubs intend to pay for the extension themselves.	Sports Club Meeting
6	FIVE ACRE FIELD (AKA Fairground Field) Joint committee. To meet tomorrow night. 3 young people from Ansford Academy should be emailing their views as deemed too young to attend. Several members of the public would also attend. Broken gate. After discussion agreed that NW and BG would see to 15ft wide replacement, 1/3 of cost to be recharged to Ansford Parish Council. At the joint meeting the possible setting up of a joint fund would be discussed, but meanwhile CCTC to go ahead re gate. Footpath link with Station Rd. NW explained that discussions concerning this continue. Circus. LT said she had developed interim paperwork for renting out the field, at the moment treating CCTC as the owner, as joint committee has no constituted status yet. This paperwork was being used by the clerk for the Circus visit, and also for the Carnival funfair.	Joint meeting NW Joint meeting Clerk

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7	<p>CHILDREN'S PLAY AREA</p> <p>Quote for CCTV: After discussion agreed that quote be accepted, with proviso that if 3 cameras rather than 4 gave a good reduction we should go for this.</p> <p>Play Area equipment inspection by GB Sports next week.</p>	BG
8	<p>TREES. Tree planting in Playpark to be done soon.</p>	NW
9	<p>CEMETERY AND CHAPEL</p> <p>Compost Silos – to be emptied Mid March</p> <p>Wind Turbine -Installation prov date 26 March – appears to be going ahead</p> <p>Repairs to Drive tarmac – BG getting a quotation including entry drive and drive to bottom of cemetery.</p> <p>Fly tipping. No more has happened</p> <p>Store door. Friends report rotted and needs replacement. BG will investigate. Friends still willing to paint store and door when door done.</p> <p>Entrance Drive. LT asked that new contractors be advised that semi-wild flower planting on sides of drive needs conserving. BG to advise at induction</p> <p>Mirror. Agreed that exit from cemetery sufficiently dangerous to consider reinstallation of mirror. BG to consult with owners of bank where it goes.</p>	<p>BG</p> <p>BG & Friends</p> <p>BG</p> <p>BG</p>
10	<p>MARKET HOUSE</p> <p>Pigeon netting and lock to roof gate done.</p> <p>Platform lift done except boxing in of controls. LT said that control fobs needed to be chained and padlocked onto fobs as soon as possible.</p> <p>Scaffolding issues sorted out. Peter Biggenden v helpful.</p>	LT, NW
11	<p>ROUND HOUSE. Nothing to report</p>	
12	<p>BUS SHELTERS AND SEATS. Nothing to report</p>	
13	<p>WAR MEMORIAL AND HORSEPOND. Nothing to report.</p>	
14	<p>CCTV at rear of Market House. Concerns raised by SES unable to safely access the camera by ladder. NW and BG to check if there really is an access issue.</p>	BG, NW
15	<p>MILLBROOK CAR PARK TOILETS-</p> <p>Solar Panels install prov date 25March. Feed-in tariff being transferred from SSDC to CCTC</p> <p>Water usage. All leaks now under control and water consumption believed to be being monitored by John Hatton.</p>	<p>Clerk</p> <p>Clerk</p>
16	<p>CATHERINES CLOSE STORE – TOILET – VANDALISM</p> <p>No ongoing problems. Door now sorted out.</p>	

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17	<p>INFRASTRUCTURE-</p> <p>Parking on South Street – Complaint received by e-mail about street parking and inability to exit/access property safely near Bay Tree pub. Advice given to contact owner of pub.</p> <p>Parking on double yellow lines on S Cary Lane overnight. LT to contact PCSO via police point</p> <p>Overgrown hedge opposite Castle Cary Primary School. Photos indicate problem. NW offered to cut back while working in that area.</p> <p>Footway on main road en route to cemetery. LT reported encroachment of vegetation onto footway. Report to Street Scene (Colin Fletcher)</p> <p>Flowerbed near town entry sign near cemetery entrance. In parlous state. BG to remove. Focus on daffs on bank near cemetery.</p> <p>Paving slabs next to church on Church Street. Some are slipping badly. Report to Street Scene. Also ascertain where we are with agreement that pavements will not be replaced by tarmac but with pavements financed by CCTC. Important these slabs are shifted back into place or replaced with more, not with tarmac.</p> <p>Red Telephone kiosks. In very poor state of cleanliness and painting. BT to be asked if they are going to look after them. One next to Market House a particular eyesore in town centre. LT suggested including in a town clear up – she would investigate possibility.</p> <p>Old Somerset Road Signs with triangular tops. All agreed with NW that important to conserve. Query to be made to Street Scene whether we have to apply to have them conserved. We do not want them removed.</p> <p>Loading Bay misplaced. A new loading bay had been painted in white (discretionary not mandatory) and in wrong place outside Karen Kristenden instead of outside Marsh's. Clerks and LS have already followed up on this and LS is expecting to hear from Colin Fletcher on Tuesday, and will require the mistake to be corrected by end of week. Correct painting of yellow lines on pavement edges also to be discussed, plus other issues minuted above. LS will also talk to Nell Game to reassure her of CCTC action.</p>	<p>Clerk</p> <p>LT</p> <p>NW</p> <p>LS; Street Scene</p> <p>BG</p> <p>LS; Street Scene</p> <p>Clerk?</p> <p>LT</p> <p>LS; Street Scene</p> <p>LS; Street Scene</p> <p>LS</p>
18	ANY OTHER BUSINESS	
19	<p>DATE OF NEXT MEETING-</p> <p>Monday 8th June 2015 6.30pm</p>	