



MINUTES OF PROPERTY & INFRASTRUCTURE COMMITTEE MEETING

held on Monday 25th January 2021 at 7.00pm

DUE TO THE CORONAVIRUS CRISIS, THIS MEETING WAS HELD USING ZOOM.

Present: Philippa Biddlecombe (Chair), Margaret Bebbington, Stephen Biddlecombe, Nick Crowley, Bob Gilbey, Judi Morison, Farès K Moussa, Pek Peppin, Penny Steiner and Rob Worth.

Clerk: Lisa Davis

No members of the public were present.

The meeting started at 19:00

2021

PI42 Apologies for absence

Apologies were received from Sally Snook

PI43 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).

There were no declarations of interest.

PI44 Minutes of Property & Infrastructure Committee meeting of 23rd November 2020

RESOLVED: It was proposed and unanimously agreed that the minutes of the meeting of 23rd November be approved, to be signed by the Chair at a later time.

PI45 Action points from previous meetings:

- a) **Dog fouling notices** – not yet completed.
- b) **Installation of swings and zip wire** – order placed and works starting on 15th February.
- c) **Lift contractor** – see P148a), below.
- d) **Bird fouling in Market House** – Clerk to chase SSCC for response.
- e) **Repairs to Cemetery paths and drive** – see P150a), below.
- f) **Climbing Fort** – see P151b), below.

Action 210125/1: Town Clerk

PI46 Infrastructure:

- a) **Appointment of Footpath Officer** – it was agreed that Simon Bebbington would be appointed as Footpaths Officer, assisted by Martin Steiner.
- b) **Public Path Diversion Order** – this would be discussed at Planning Committee meeting on 1st February 2021.
- c) **Paviments** – it was agreed that the Deputy Clerk be asked to contact SCC Highways again.

Action 210125/2: Deputy Clerk

PI47 Properties – Pavilion and Donald Pither Memorial Field

a) Play area inspection and health and safety reports

- i. **Gyrospira** - it was reported that the Gyrospira is becoming worn and would need replacing in due course. It was agreed to get quotes for replacement equipment and identify if this work could be done alongside the installation of the zip wire and swings.
- ii. **Maintenance programme** – it was agreed to discuss this further at a site meeting

- iii. **Basketball hoop** – It was reported that the basketball hoop had been removed temporarily
- iv. **Astro turf at Basketball pitch** – it was agreed to arrange a site meeting
- v. **Fencing at Basketball pitch** – it was agreed to arrange a site meeting

Action 210125/3: Philippa Biddlecombe

PI48 Market House:

- a) **The Shambles Lift** – the issue with the lift has still not been resolved. It was agreed that the Clerk would contact the maintenance company to discuss further.

Action 210125/4: Town Clerk
- b) **Assembly Room project** – Pek Peppin reported that the Architect has been offered the job, the next stage is to agree a timetable for a meeting with Historic England and seek pre application advice. A funding bid would be submitted to SSDC Market Towns Investment Group for the kitchen/toilet refurbishment works.
- c) **Fire alarm system** – it was reported that following advice from the Health and Safety Consultant there is a need for the fire alarm system to be extended into the roof space. SES have agreed to provide a quote for the work.

PI49 Cemetery and Chapel

- a) **Paths and drives** – one quote had been received so it was agreed that the Clerk would arrange for two further quotes.

Action 210125/5: Town Clerk
- b) **Tree maintenance** – it was reported that tree maintenance work would start in due course.

PI50 Fairfield

- a) **Roper Swing** – it was agreed that the rope swing put up by residents should be left in place.
- b) **Update report** – an order has been placed for the Fort and it is hoped that works would start at the beginning of March. Penny Steiner is hoping to arrange a Zoom meeting with the Friends of Fairfield to discuss maintenance.

PI51 Millbrook – converted toilet block

- a) **Conversion project** – the signage is being designed and once confirmed the planning application would be submitted.
- b) **Window replacement** – Philippa Biddlecombe reported that the windows had been replaced.

PI52 Health and Safety

- a) **Health and Safety Policy** – the Health and Safety Consultant is working on the Health and Safety policy. It was agreed to form a Sub Committee to support the health and safety work.

PI53 Horsepond

It was reported that the Horsepond Volunteers had submitted a new proposal/design for consideration. There was support for the principle but not the design. It was agreed that Nick Crowley would look at options for alternative designs and Philippa Biddlecome would arrange a meeting with the volunteers.

Action 210125/6: Nick Crowley
Action 210225/7: Philippa Biddlecombe

PI54 Drinking Fountain

An idea has been put forward to install a drinking fountain somewhere in the town centre to mark the Queen's Platinum Jubilee in 2022. It was agreed to discuss further and arrange a meeting with The Newt to discuss possible options for water.

PI55 Weed Killing

A proposal has been put forward to employ a Grounds Maintenance Contractor with Bruton and Wincanton Town Council's to undertake foam based weed removal. It was agreed to clarify what is included in the current contract and the products being used.

Action 210125/8: Town Clerk

The meeting ended at 20:53

Members of the Council considered the following matters in the exercise of its functions, that “No member of the public, job applicant, elected member or employee shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”

The next meeting of the Properties and Infrastructure Committee will be held on Monday 29th March 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 18th March 2021.