



## Castle Cary Town Council

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### **PROPERTIES & INFRASTRUCTURE MEETING APPROVED MINUTES**

held at 6:30pm on Tuesday 31<sup>st</sup> October 2017 at the Market House, Castle Cary:

#### **Public Session (if any member of the public wishes to speak)**

No Members of the public attended

**Present:** Nick Weeks, Chair, Martin Atkins, Barry Moorhouse, Penny Steiner, Bob Gilbey, Terry Philpott, Sally Snook, Barbara Williams

**Officer Present:** Sue Hake, Town Clerk

2017

#### **PI61 Apologies for Absence**

Judi Morison

**PI62 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

#### **PI63 Confirmation of minutes of the Properties & Infrastructure meeting held on 14<sup>th</sup> August 2017**

**Resolved:** Agreed

#### **INFRASTRUCTURE**

#### **PI64 Paviments update-**

The Clerk confirmed this is continuing to be chased with Highways.

**Action:** SH to report People have fallen outside of two Swans and outside of church and outside the Co-op and request urgent action

#### **PROPERTIES**

#### **PI65 Pavilion & Donald Pither Memorial Field**

##### **65.1 Pither Project report on meeting with the Clubs**

NW reported the previous meeting discussions when the Football Club requested at the time not to be part of the project

Replacing the store costs would be in the region of £13k

NW circulated the 106 monies report

May be possible to borrow against future 106 monies

At the request of NW, TP gave a detailed report on the new changing rooms installed in Somerton informing councillors the total cost of around 120k included installing gas & electric circa £8k & £3k and groundworks of approximately £20k

Discussion to be held

**Action:** SH Invite the chairman and one councillor to discuss 106 monies and CIL

BM proposed the earmarked funds of £8k and £5k could be re-allocated and precept for an amount of £8k

NW proposes the Town Council puts up the money for £13k for a new workshop

**Action** NW to get three quotes for a suitable storage shed after meeting with the clubs and deciding on the specification

**65.2** Report on Pither track refurbishment

Track works completed

**Action** SH to obtain price for aluminium and coated signs and notify NW

**PI66** **Play Area**

Update on 106 monies for the play equipment

BG reported on process to date

SS reported on the meeting with Rob Parr who stated equipment would not be approved as it was not to European standard EN1176

The table tennis table would need to be confirmed to meet this

Basketball hoop

**PI67** **Market House**

**67.1** Schedule of work on the pitching side of the Market House, scaffolding, extent of work and timing

NW meeting with Peter Biggenden at 8.15am Wednesday

**67.2** Bird problems at the Market House

NW to look into solutions for the problem

**67.3** Market House clock access and maintenance

**Action:** SH to obtain clock maintenance quotes

Flooring SH confirmed 29 November for sample work and 20-22 Dec for

The final pointing of the flagstones

TP reported the clause to not have auctions at the MH is now resolved

Have put some words together to future proof the asset

TP will circulate the business plan and the draft lease will be taken to the TC meeting at 20<sup>th</sup> November when returned from legal

**PI68 Cemetery and Chapel**

Feedback

NW noted his dissatisfaction with the maintenance of the grass cutting at the cemetery

**Action:** SH to request the Contractor must have the Cemetery tidy by the 15<sup>th</sup> before inspection by councillors

**Action:** SH to write to the FOC group again to request the need for the hedge to be moved and confirm the council will arrange for this if they are not able to do

**Action:** SH to request the contractor moves this in January if not already done

**PI69 Bus Shelter and Seats**

Feedback

NW reported Garry Green will no longer be working for SSDC

**PI70 Roundhouse**

Step repairs

BG to liaise with MS to progress

**PI71 Fairfield**

Update and Pump Park contract

PS had circulated the report

BM confirmed we need to hold an extraordinary meeting at 6.15pm prior to the MCHR meeting to be held on 13<sup>th</sup> November

NW confirmed he has instructed the contractor to install a second gate to enable a second access to the field when required

NW agreed to power harrow prior to reseeding

PS reported starting a publicity programme on Facebook and Town Crier to request people who happen to shop at Tesco's in Shepton to support the Fairfield project

**PI72 Horsepond**

Volunteers meetings report on costs and actions for 2018

NW reported the volunteers have agreed a maintenance programme bi-monthly

NW reported the cost will be approximately £400

**Action:** SH to request Contractor clean the Memorial Stone

**PI73 Toilets**

Feedback

**Action:** SH to request camera is replaced

**PI74 Reports from Councillors, Clerk and Maintenance-Caretakers report**

The Maintenance reports were previously circulated

**Action:** TP to discuss format with MS again

**PI75 Vandalism**

The Clerk gave a report of items replacement costs and time

**Action:** SH to record vandalism costs on Excel spreadsheet

**PI76 Grass cutting & Grounds Maintenance contracts**

These have now been advertised

**PI77 Review of budget**

Further work to be completed

**PI78 Precept and Projects 2018**

Donald Pither project to be considered

**Action:** 106 monies to be requested to be removed

**Date of Next Meeting** – Wednesday 3<sup>rd</sup> January 2018 at 6.30pm

This was subsequently changed back to Monday 22 January 2018

Items for future meeting

Approved as a correct record.....N Weeks 22<sup>nd</sup> January 2018