



Castle Cary Town Council
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APPROVED MINUTES OF PROPERTIES & INFRASTRUCTURE MEETING
held on Monday 28th September 2020

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

Present: Judi Morison, Penny Steiner, Bob Gilbey, Margaret Bebbington, Pek Peppin, Stephen Biddlecombe, Philippa Biddlecombe

Clerk: Zöe Godden

There were no members of the public present at the start of the meeting.

The meeting started at 19:00

2020

It was **agreed** that Judi Morison would chair the first part of the meeting.

PI16 To elect a Chairperson of the Committee.

Philippa Biddlecombe was nominated by Penny Steiner and seconded by Margaret Bebbington. There being no further nominations, **Philippa Biddlecombe was unanimously voted as Chair of the Properties and Infrastructure Committee.**

Judi Morison continued as chair for the remainder of the meeting.

PI17 Apologies for Absence

There were no apologies for absence.

PI18 Declarations 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

There were no declarations of interest.

PI18 To approve the minutes of the Properties and Infrastructure Committee meeting held on Monday 27th July 2020 to be signed by the Chair.

RESOLVED: It was proposed and agreed to approve the minutes as presented. All in favour except Pek Peppin who abstained from voting because she had not been present at the previous meeting and asked for her abstention to be recorded in the minutes.

PI19 To review the action points from the last meeting

Action point 200727/3 – The Clerk was instructed to ask the Deputy Clerk to find out if the oak saplings were still available and, if so, to request wording to advertise their availability on Cary Crier.

200928/1: Town Clerk

19:11 – Rob Worth joined the meeting.

PI20 INFRASTRUCTURE

- a) To note that work in relation to the small improvement scheme agreed for the A371 may commence in October.

Noted.

PI21 PROPERTIES - Pavilion & Donald Pither Memorial Field

- a) To note Wessex Water is due to inspect pipework at the Pavilion.

Noted.

b) To consider a request from the football club to install a rail at the Donald Pither Field. Councillors discussed the request and it was noted that the rail was required by Football Association regulations.

RESOLVED: It was proposed and unanimously agreed to approve the installation of the rail.

Action 200928/2: Town Clerk

Rob Worth reported that dogs were often exercised off the lead at the Donald Pither Field, which led to dog fouling on the sports pitch. The Clerk was instructed to look into replacement of signs at the site to remind walkers that their dogs should be kept on leads.

Action 200928/3: Town Clerk

PI22 Play Area

- a) To note that the slide on the climbing frame at the play area has been repaired.

The Clerk explained that a member of the public had reported that welding had failed on the slide attached to the climbing unit at the play area. The Caretaker had arranged for a local welder to attend and the slide had been repaired on the same day as the report had been received.

b) To note that annual inspections for all play equipment have been booked for October. The Clerk explained that all play equipment was inspected weekly by the Caretaker but that an annual inspection by a qualified inspector was required.

PI23 Market House

- a) To note that the lift in the Shambles will be serviced in November as part of the agreed maintenance agreement.

The Clerk explained that a maintenance contract had been agreed in March 2020 but that she had agreed with the company to delay the commencement of the contract because the Market House was out of use for some months due to the CV-19 crisis. The contract would commence on 1st October and the annual service would take place on a date to be agreed in November. It was **agreed** that the lift should not be used until the service and any related repairs had been completed.

PI24 Cemetery and Chapel

- a) To consider two requests for benches to be installed at the cemetery.

Councillors noted that a new bench had recently been installed close to the location of the two new requests and felt that there were already enough benches at the cemetery. Councillors recognised that families often wanted to install some kind of memorial to their loved ones and the Clerk was instructed to add an item to the next agenda for this to be considered further.

Action 200928/4: Town Clerk

RESOLVED: It was proposed and unanimously agreed that the Committee refused both requests for additional benches at the cemetery and the Clerk was instructed to ask the Deputy Town Clerk to write to the two families to explain that there were already enough benches at the cemetery and that the Committee would consider alternative means for families to commemorate their relatives.

Action 200928/5: Town Clerk

PI25 Fairfield

- a) To hear a report on the recent volunteer day.

Penny Steiner reported that the day had been successful 17 volunteers had attended. The wildflower meadow had been extended and bug hotels had been built with logs and brush from the recently felled willow tree. The tyres from the outdoor gym had been removed but there had not been enough time to replace them in their new location. Half of the bulbs had been planted and litter picking had been completed. Penny recorded official thanks to all of the volunteers who had given up their time and had respected the CV-19 restrictions.

PI26 Toilets – Catherines Close

- a) To note that the toilet has re-opened.

Noted.

PI27 Toilets - Millbrook

- a) To note progress and the current spend to date on the conversion project.

Judi Morison thanked Bob Gilbey and Stephen Biddlecombe for their hard work on this project. Bob reported that the plastering would be completed by the end of the following week. Stephen had started painting and this would also be finished the following week. The first fix electrical work had been completed. The second fix was due to take place on 7th October. The Clerk was instructed to book a date after 7th October for the builder to attend to carry out the internal works.

Action 200928/6: Town Clerk

- b) To consider quotes for replacement windows at Millbrook toilet.

The Clerk was waiting for a third quote to be provided. It was noted that an extraordinary meeting of the Properties and Infrastructure Committee may need to be held to allow a preferred quote for window work to be selected.

PI28 Reports from

- a) **Councillors**

Bob Gilbey reminded the committee that 50 saplings were being stored in his garden. These needed to be planted and it was suggested that they could be located at Fairfield or at Caryford Hall. It was **agreed** that Judi Morison would contact Julian de Bosdari to ask for advice.

Judi Morison reported that she had submitted a grant application for £10,000 to SSDC's Market Towns Investment Group, some of which would be earmarked for improvements to the Market House. Councillors discussed the issue of a 20mph limit through the town centre. It was noted that a feasibility study needed to be carried out but that, if the study found that a 20mph limit was possible, some of the MTIG funding could be earmarked for that purpose.

The meeting ended at 20:09.

Date of Next Meeting – Tuesday 23rd November 2020. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 12th November.

**Zöe Godden
Town Clerk**