



MINUTES OF PROPERTY & INFRASTRUCTURE COMMITTEE MEETING

held on Monday 29th March 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, Pek Peppin, Penny Steiner and Rob Worth.

Clerk: Lisa Davis

One member of the public was present.

The meeting started at 19:00

2021

PI58 Apologies for absence

Apologies were received from Fares Moussa

PI59 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.

PI60 Minutes of Property & Infrastructure Committee meeting of 25th January 2021

RESOLVED: It was proposed and unanimously agreed that the minutes of the meeting of 25th January be approved, to be signed by the Chair at a later time.

PI61 Action points from previous meetings:

PI62 Infrastructure:

- a) **To discuss potential new style pavements for the towns footpaths** – it was agreed to arrange a site visit to consider possible options and then request a zoom meeting with SCC Highways to discuss further.

ACTION: 210329/1 Philippa Biddlecombe/Town Clerk

PI63 Properties – Pavilion and Donald Pither Memorial Field

- a) **To consider quote for replacement of roundabout** – the replacement is not urgent so it was agreed to discuss this further once the annual inspection had been completed and further S106 monies are available.

- b) **To review the frequency of playground inspections** – it was agreed to increase the inspections by GB Sport and Leisure to twice per year.

ACTION: 210329/2 Town Clerk

- c) **Astro turf – update from Playground Inspector** GB Sport and Leisure Play Inspector has advised that some of the nails should be removed and extra sand should be put down but drastic changes are not required. It is hoped that the basketball hoop can be put back into use before May half term.

ACTION: 210329/3 Philippa Biddlecombe

- d) **To consider quotes for basketball fencing and pitch** – it was agreed to put forward a proposal to the Finance Committee to accept the quote from SLR.

ACTION: 210329/4 Philippa Biddlecombe

- e) **New swing/baby swing – update** Philippa Biddlecombe reported that the new swing seat had been ordered.

PI64 Market House:

- a) **Update on Assembly Room project (PP)** Pek Peppin advised that Historic England are unable to make a decision without visiting the Market House, it was hoped that they would be able to visit before 12th April. Pek thanked Philippa and Steve Biddlecombe for their work clearing the Billiard Room and Judi Morison thanked Pek Peppin for all her work on this project.
- b) **Update on fire prevention system and to consider quote for necessary remedial works to be carried out** Philippa Biddlecombe reported that there are some works required to be completed following the emergency lighting inspection. It was agreed that the quote from SES should be accepted.

ACTION: 210329/5 Town Clerk

- c) **To consider quote for CCTV upgrade** Philippa Biddlecombe advised that a quote had been received to upgrade the CCTV at the Market House. It was agreed that the specification would be reviewed and two further quotes obtained.

ACTION: 210329/6 Philippa Biddlecombe

PI65 Cemetery and Chapel

- a) **To advise about issue with Turbine at the Cemetery** Philippa Biddlecombe advised that the blades were not running on the turbine so there is no electricity being generated. Judi Morison agreed to contact the Fire Brigade to ask if they could assist with accessing the blades.
ACTION: 210329/7 Judi Morison
- b) **To discuss the re-opening of the Chapel at the Cemetery** The Friends of the Chapel have asked when they can re-open. It was agreed that it could re-open on 17th May subject to government guidelines. The Town Clerk would meet with Ann and complete a risk assessment.
ACTION: 210329/8 Town Clerk
- c) **To discuss the damage to the bench** Philippa Biddlecombe reported that the memorial bench had been damaged. Mike Stokes would be re-siting the CCTV camera to cover the bench area.
- d) **Update on Cemetery drive quotes** further quotes were awaited.

PI66 Fairfield

- a) **Update report** – Penny Seiner reported that the grass matting had now been put down and the work on the Fort was now complete. The Friends of Fairfield are working on signage and will be planting around 1000 snowdrops on Fairfield in the next few days that have been donated by Peter Davis.

PI67 Toilets/Car Park - Milbrook

- a) **To note progress of works and planning application progress** Further plans have been requested so this has now been passed to Cllr Henry Hobhouse to follow up with SSDC Planning.

ACTION: 210329/9 Henry Hobhouse

- b) **To discuss collapsed car park fencing** SSDC are looking into this to identify who owns the fence.

PI68 Health and Safety

- a) **Update on Health and Safety risk assessment requirements** Philippa Biddlecombe advised that the Health and Safety policy is now ready to be signed and a statement will be displayed in the Market House.

PI69 Horsepond

- a) **Update on proposal** Two padlocks have been purchased and will be fitted when the volunteers go into the water next.

PI70 Drinking Fountain

- a) **Update on proposal** Philippa Biddlecombe advised that a project plan is being produced. Discussion took place about the need for someone to open it in June 2022. Judi advised that the Events Working group would discuss this further.

PI71 Wildflower patch

- a) **To discuss Wildflower patch/Helping wildlife proposal from Castle Cary** Spencer Sanderson is keen to plan wildflower patches in verges around Castle Cary. SCC have provided advice on areas that could be covered. It was agreed to setup a working group to support Spencer. Philippa Biddlecombe would make contact within the next two weeks to discuss further.

b) **ACTION: 210329/11 Philippa Biddlecombe**

PI72 Footpaths

- a) **Update on footpaths** Simon Bebbington has been working hard maintained the footpaths and reporting issues to SSDC/SCC as appropriate. A request for volunteers to help on the footpaths has been posted on social media.
- b) **To consider proposal for a 'Keep Castle Cary Tidy' day on 24th April 10am – 12pm and agree a litter picking workforce** It was agreed to consider other options including information notices to encourage people to take their rubbish home, youth incentives and community payback rather than holding a specific day to focus on keeping the town tidy.

PI73 Dog Mess

- a) **To discuss dog mess problems in the town** Philippa Biddlecombe reported that there are continuing problems with dog mess around the town. It was agreed to purchase some chalk paint to highlight the areas that are particularly bad and also run a social media campaign. The Town Clerk would contact SSDC to find out if they could support the campaign.

ACTION: 210329/10 Town Clerk

PI74 Maintenance Contract

- a) **To consider proposal to extend current maintenance contract for further 12 month period** It was unanimously agreed to extend the contract with SLR for a further 12 months.

The meeting ended at 21:03

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 24th May 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 13th May 2021.