



Castle Cary Town Council
The Market House
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APPROVED MINUTES OF PROPERTIES & INFRASTRUCTURE MEETING
held at 7pm on Monday 24th May 2021 at The Market House, Castle Cary, BA7 7AH

Councillors present: Philippa Biddlecombe, Penny Steiner, Margaret Bebbington, Judi Morison, Pek Peppin, Bob Gilbey, Rob Worth

Clerk: Claire Craner-Buckley (Deputy Town Clerk)

There were no members of the public present.

The meeting started at 7pm.

2021

PI75 Apologies for Absence

Apologies were received from Nick Crowley, Farès Mousa, Sally Snook and Stephen Biddlecombe

PI76 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

No declarations of interest were made.

PI77 To approve the minutes of the Properties and Infrastructure Committee meeting held on Monday 29th March 2021 to be signed by the Chair at a later time

PB requested that PI63 c) be amended to advise that '**some of the nails**' in the astroturf should be removed, with this amendment JM proposed and PS seconded approval and it was unanimously agreed that the minutes of the meeting of 29th March be approved, to be signed by the Chair at a later time

PI78 To review the action points from the last meeting

Infrastructure- new town pavements site visit to be rolled forward

Playground- Inspections will now take place twice yearly

Market House – a) Fire Prevention system- SES have completed this work today

b) CCTV upgrade- the 3rd quote is still awaited

Cemetery & Chapel- a) Turbine not working. MS & SLR to investigate

b) The Chapel is due to reopen on 26th June

Millbrook Hub- a) The Planning Application is now to be considered by Area East at SSDC

Wildflower patches- a) PB & LT have met with SS and walked around the town to start to identify locations. Clarification is needed regarding ownership of various locations

ACTION 240521/1 Deputy & Town Clerk

PI79 To nominate and elect a Vice Chair

Rob Worth was nominated for the role by JM and 2nd by MB. All voted in support of this nomination.

PI80 INFRASTRUCTURE

a) To elect a Sub Committee to consider options for new style pavements
It was agreed to call this a working group. The following agreed to join: PP MB
RW PB

b) To consider a request from a resident in Ansford Road for the option of a parking permit
This was discussed and it was agreed that as CCTC do not run a parking permit scheme, they are not able to meet this request. PB will advise the resident.

ACTION 240521/2 PB

c) To discuss options to improve highway access outside The Market Garden, High Street
PB had earlier circulated photographs of the location, due to the bollards on the pavement, people cannot easily pass here if they have a buggy or a wheelchair. PB advised that Gary Warren from SCC Highways has given a number of options including removing 2 of the bollards. Due to the imminent planned removal of the gazebo by the shop owner, the issue should however resolve.

ACTION 240521/3 PB

d) To consider proposal to install bollards on the new path outside All Saints Church
A discussion took place and it was noted that it had taken around 2 years for the broken pavements in this area to be replaced, however within 6 weeks of their installation contractors had parked vehicles here and broken them again. These included SSDC & contractors for the church. It was felt that bollards stopping parking here were required. It is not known whether SCC- Highways would pay for these.

ACTION 240521/4 Town Clerk

PI81 PROPERTIES - Pavilion & Donald Pither Memorial Field and Fairfield

- a) To update and report on the recent playground inspections

PB advised that MS can do most of the minor work that the Inspections bring up.

PB then reported that a serious incident of vandalism has taken place by a group of teenagers at Catherine's Close playground last Friday afternoon & Saturday. The children's roundabout is now unusable as the vandals have rocked it off it's fixings.

It appears that this damage was caused by the same youths who are forcing plastic bottles down the public toilets cisterns and blocking them.

CCTV footage is available and the police are involved.

MS & SB will pin the roundabout down for safety and put an 'out of order' notice up.

ACTION 240521/5 MS and SB

MS has increased his inspections of the play area.

PB also told the meeting that GJS are doing some work to the gateways on the Fairfield.

- b) Fairfield update report (PS)

PS referred the committee to her recent given to the full council meeting on 17th May. The fitness tyres have been moved but SLR want to move them again so they can more easily mow. A discussion took place and it was felt that astroturf would be the solution. PB to check availability of astroturf.

ACTION 240521/6 PB

PS told the Committee about an email that she has received from a young local resident requesting permission to locate a - ½ pipe ramp on the Fairfield and help with funding. The request was discussed and it was agreed that the Fairfield is primarily an environmental green space for the community. There may be other locations on the new housing developments that would be suitable however & this will be looked into. TC to respond to the young resident.

ACTION 240521/7 Town Clerk

- c) Memorial tree – to consider request for memorial tree at Fairfield

PB advised the committee that she has been contacted by a family who have lost 2 relatives to covid. The family used to live here and so would like to put up a tree in their memory. A discussion took place regarding suitable locations and varieties. It was agreed that up to 12 trees could be planted on Fairfield near the Clothier meadow entrance if requested by the public in people's memory. These would not however have name plaques on them. They could have QR code so that the native varieties could be identified. The Committee agreed to put this proposal on the agenda for full council.

ACTION 240521/8 Town Clerk

- d) Litter picking station – to consider proposal to site a litter picking station at Fairfield.

See below

PI82 Market House

- a) Update on Assembly Room project (PP)
PP advised that a date of 3rd June has been set for starting stripping out billiard room. Then colours and lighting decisions will need to be made. In the Assembly Rooms- holes will need to be drilled in the walls. Volunteers are needed to help with work. RW & BG put themselves forward. A decision is needed about a suitable display screen for CCTC for long term use. by end July. It is likely to cost between £1000 and £2000. The option of hiring would be too expensive. PP would like advice on this – various suggestions of expert advice were made.
- b) Storage heater removal – to discuss the best way to get the storage heaters removed from the Assembly Room.
BG advised that there are 5 heaters and that the fire bricks can be removed and reused. Various options were discussed for their reuse. The metal can be recycled. It was noted that some wedding bookings are coming up and so the area around the Market House must be kept tidy. BG, RW, PB & SB will action this.

ACTION 240521/9 BG, RW, PB & SB

- c) CCTV – to consider three quotes for the upgrade of the Market House CCTV
PB advised that although she has chased them, the 3rd quote has not arrived yet. The 2 quotes already received were both around £4000. It was agreed that a comprehensive CCTV coverage was needed at the Market house as a deterrent. In addition Maintenance & an annual inspection would be an additional £250 a year. This covers the Market house but not the Play Area or Pavillion. A zoom meeting will be held when all 3 quotes have arrived and can be compared.

ACTION 240521/10 PB & Councillors

- d) Memorial bench – to consider request for additional bench on the cobbled area outside the Market House
A discussion was held and a vote was taken.
6 in favour and 1 abstention.

ACTION 240521/11 Town Clerk

PI83 Cemetery and Chapel

- a) To discuss works required to trees at the Cemetery
SLR had invited a tree surgeon to look at the leylandii trees. He has advised that 4 in the middle and one on the left should be taken down and their roots taken out as they are causing damage to graves. Quotes will be coming in.

PI84 Toilets/Car Park – Millbrook Hub

- a) Update on Community larder and the need for adequate extraction due to temperature of the fridge/freezer

The Planning Application will go before the Area East Planning Committee shortly. There is insufficient extraction for the commercial freezer and a domestic one needs to replace it to keep the correct temperature.

ACTION 240521/12 PB/RW

- b) Update on collapsed car park fencing

This has been repaired by SSDC.

PI85 Health and Safety

- a) Update on recent premises risk assessments

The Market House has met the R/A requirements. There is some work to follow up at The Pavillion.

ACTION 240521/13 Town Clerk & PB

PI86 Drinking Fountain

- a) To discuss the options and form a Sub Committee to support the project

The original community volunteer for this project has now stepped down. PB has met a sculpturist who may be asked to work on the project. PP also recommended a local stone mason. The water can be sourced from the bore hole at Manor Farm. PP advised that Lisa Thomas has knowledge of all the local boreholes. It was agreed to roll this forward to the next P & I meeting. PP also mentioned a Water Festival in 2022. Working party volunteers: PP RW NC BG. JM will discuss with APC when she meets them soon.

PI87 Wildflower Patch

- a) To discuss and advise the areas selected for encouraging wildflowers and consider the financial support required

See PI78 above.

PI88 Flood Warden

- a) To discuss the need for a Flood Warden and elect if agreed.

A discussion took place focusing on the flooding problems at Fulford Cross. It was suggested that this could be put back as a ford as there are constant flooding issues here and people have slipped over on the algae and fallen off bicycles here. SSDC have been asked to put up warning signs.

PI89 MTIG

- a) To discuss the Welcome Back from COVID funding and options available

JM advised that the Govt have given SSDC a £10,000 grant for local towns and CCTC have put in a wish list. There are projects to help the town bounce back & also some additional funding for environmental projects.

PI90 Great British Spring Clean

- a) To discuss ideas for the Keep Britain Tidy - Great British Spring Clean (28th May – 13th June)

The details of a Litterpick station were discussed. SSDC have put 2 up at Yeovil Country Park and Chard Reservoir. The P & I Committee are thankful to all those in the community who already pick up litter. The station is an option for Fairfield to support this. It was noted that it could be subject to vandalism. It was suggested that the local school children could be asked to design 'Take Your Litter Home' posters. It was agreed to monitor how SSDC are getting on with theirs.

The meeting finished at 8.57pm.

The next meeting of the Properties and Infrastructures Committee will be held on Monday 26th July 2021 at 7.00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 15th July 2021