



# Locking Parish Council

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The Parish Hall, Grenville Avenue,  
Locking, North Somerset BS24 8AR

## Minutes of a Meeting of Locking Parish Council's Assets & Amenities Committee held on Thursday 18 September 2025

Meeting opened: 7.00pm

Meeting closed: 7.30pm

**Present:** Councillors: Cllr W Ashdown, Cllr M Tremlett, Cllr P Schofield, Cllr P Lacey, Cllr C Prosser,  
Cllr K Shepherd

**Also, in attendance:** The Clerk

### PUBLIC PARTICIPATION

**To receive and hear any person who wishes to address the Council, upon prior notice being received**  
(The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion. **None received.**

### AGENDA

#### MATTERS FOR DECISION

**33) To receive any Members' apologies for absence and to approve reasons where appropriate:**

Cllr Hilder – Approved  
Cllr Poynton – Approved  
Cllr Bearsby – Approved  
Cllr Jones - Approved

**34) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations:** None received.

**35) Minutes of the Meeting:**

**To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 17 July 2025.**

**RESOLVED:** That the Minutes of the Committee meeting held on 17 July 2025 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the Chairman of this meeting.

**36) Financial Reports:**

a) To receive and approve receipts and payments for Assets & Amenities Committee from 17 July 2025 to 17 September 2025.

**RESOLVED:** The payments were approved and signed by Cllr Tremlett.

b) To receive the Budgetary control report (01/04/2025 – 17/09/2025)

**Noted** and signed by Cllr Tremlett.

**37) Outdoor Christmas Memorial Tree:**

Cllr Ashdown and Cllrs Shepherd: To consider installing Christmas Memorial Tree as a seasonal way for people to remember their loved ones at Christmas Time.

It was **AGREED** that:

2 trees and solar lights be purchased.

Location of the Christmas trees: to be installed at Locking Village park and another at the RAF memorial site on Locking Parklands (subject to permission being granted by the landowner).

Members of the public would need to be made aware Locking Parish Council would not be responsible or liable for any damage, loss or theft to items placed on the tree. All items placed would need to be removed by the owner before the tree was to be taken down at the end of the holiday season.

Installation and take down date to be confirmed.

*W. Ashdown  
16/10/25*

**38) To consider Projects for the next Financial Year 2026/27**

Members **AGREED** to submit the following for approval to Full Council:

**Parish Hall:** installation of new fire exit doors and ramp in main hall - £10,000.

**Earmarked Projects:**

- a. OBR Playing Field Car Park Electric Gates: **AGREED** to carry fwd £5000 earmarked funds from this financial year to 2026/27 Financial and to add £8000 to the project bringing a total of £13,000 for the purchase and installation of the electric gates.
- b. Parish Hall Flat Roof Repairs: £5000. It was noted that the estimated cost to replace the whole flat roof area would be in the region of £25,000. This being the case it was recommended that an annual amount be earmarked towards the cost of repairs.

**AGREED**

**39) a) Clerk's Report:**

- **Spinney low level light bollards** – it had been noted that the light number tags had been removed by vandals.
- **Ditch Signage at OBR Playing Field:** Noted that signage had been pulled out of the ground again – Parish Orderly would be reinstalling the signage as soon as possible.
- **Cycle Stands for OBR Playing Field:** North Somerset Council had kindly donated 6 cycle stands – location would need to be confirmed before installation.

**b) Correspondence: None**

**c) Items for next Agenda: Budgets for 2026/27 Financial Year.**

**There being no further business the meeting Chairman closed the meeting at 7.30pm.**

Signed (Chairman) W. Ashdown Date 16/10/25

**The next meeting of Locking Parish Council's Assets and Amenities Committee will be held on 16 October 2025 at 7.00pm.**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*