



# 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 19 February 2026

Meeting opened: 7:30pm

Meeting closed: 7:54pm

**Present:** Councillors: Cllr W Ashdown, Cllr Jones, Cllr M Tremlett, Cllr P Schofield, Cllr Hilder,  
Cllr Poynton, Cllr Bearsby, Cllr Prosser

**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

61) To receive any Members' apologies for absence and to approve reasons where appropriate:  
None received

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

63) Minutes of the Meeting:

To receive and confirm the Minutes of the Assets & Amenities Committee meeting held 15  
February 2026.

**RESOLVED:** That the Minutes of the Committee meeting held on 15 January 2026 (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.

64) Financial Reports:

a) To retrospectively receive and note receipts and payments for Assets & Amenities Committee  
from 15 January 2026 to 18 February 2026. (Appendix 1)

**RESOLVED:** The payments were **Noted** and signed by Cllr Jones

b) To authorise bills for payment. (Appendix 2)

**RESOLVED** that the payments were approved for payment and signed by Cllr Jones

c) To receive the Budgetary control report (01/04/2025 – 18/02/2026)

**Noted** and signed by Cllr Jones.

65) Annual health and safety inspection

a) Update re stage and window curtains and to authorise payment for works carried out.

Stage Curtains - works carried out 18/02/2026. **AGREED** to approve payment of £715.00 plus  
VAT for the clean and fire proofing of the stage curtains carried out by Fire Proofing Ltd.

Window curtains – clean and re-fire proof works carried out by hall cleaning contractor.

Cllr Schofield and the Clerk to sign off works on fire risk assessment.

b) PAT testing equipment at Changing Rooms –PAT testing to be carried out by Principal Electricals  
around 27 January and then annually thereafter. Clerk reported that Principals Electricals had  
called to the changing room but the key for the CCTV cabinet was not available, he would make  
arrangements to call back.

c) Update re Emergency lighting testing for Parish Hall and Changing Rooms works were carried out  
in January by Principal Electrics (payment approved at the full council meeting).

This would be added to the Annual Electrical Inspection usually carried out in August.

**66) Repairs to Roundabout Locking Village Park** – Executive Min Ref: EX09. To receive update from the Clerk. Unfortunately, the contractor was unable to carry out the repairs during half term. The roundabout is being inspected weekly/daily by the Parish Orderly and the condition remains the same, should that change, we will take steps to close it off.

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

- Gates at OBR not being locked properly by Teams – Clubs have been reminded of their obligations and liability
- Fire Extinguishers have undergone their annual inspection with 1 that need changing.
- Smart meter – issues with all new smart meters recently fitted – not sending through readings and some incorrect reading – changing room meter – waiting for engineer.
- Hall – deep clean carried out during this week – Cleaner has done a good job
- Street Light out Byron Road o/s no. 18 – reported in December been waiting on Centregreat to order a new lantern and bracket etc., replace and install – cost £753.59 hope to have this fitted before end of Feb

**b) Correspondence:** None

**There being no further business the meeting Chairman closed the meeting at 7:54pm.**

Signed (Chairman) W. Ashdown Date 19 March 2026

**The next meeting of Locking Parish Council's Assets and Amenities Committee will be held on 19<sup>th</sup> March 2026 7.30pm.**

*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.*