



Locking Parish Council

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

Minutes of the Assets and Amenities Committee meeting held on 21 May 2026 at 7pm at Locking Parish Hall

Present: Cllr W Ashdown, Cllr P Jones, Cllr I Hilder, Cllr P Schofield, Cllr Joe Smith, Cllr W Bearsby

Also present: Clerk, Clerk's Assistant and one member of the public

Meeting opened at: 19:00

Meeting closed at: 19:44

86) **To receive and hear any person who wishes to address the committee** – None received

87) **To elect a chair**

Council unanimously agreed to elect Cllr Ashdown as Chair.

88) **To elect a vice chair**

Council unanimously agreed to elect Cllr Schofield as Vice chair.

19:02 Cllr T Poynton arrived

89) **To receive apologies for absence and to approve reasons where appropriate.**

Cllr Carl Prosser – APPROVED

Cllr Kimberly Shepherd - APPROVED

90) **To receive declarations of interest by councillors and to consider any written applications for dispensations** – None received

91) **Minutes:**

To receive and confirm the minutes of the Assets & Amenities Committee meeting held on 16 April 2026. Council RESOLVED to approve the minutes as a true and correct record of the meeting. Signed by the chair Cllr Ashdown.

92) **Finances:**

- a) To retrospectively receive payments and receipts for Assets & Amenities Committee from 15 April to 14 May 2026
Council resolved to **AGREE** payments and receipts
Signed by Cllr Hilder - APPENDIX 1
- b) To receive the budgetary control report for 1 April – 14 May 2026
Council resolved to **AGREE** budgetary control report for 1 April – 14 May 2026.
Signed by Cllr Hilder - APPENDIX 2

93) **To review rental agreement of The Triangle with 1st Hutton and Locking Scout Group**

Council resolved to continue with a £1 peppercorn rent. Concerns were raised regarding the portaloo, specifically in relation to waste carrier licensing and toilet usage. Clarification will be sought from the Scouts before the agreement is signed.

94) **To agree the requirement for, and membership of the following working groups:**

W.A.A.
16/7/26.

- a) Drainage swales, ditches and ponds
- b) OBR car park
- c) Community Orchard and Tiny Forest
- d) Football/Playing field

Council RESOLVED to combine all four working groups; OBR Playing fields Working Group with members: Cllr Jones, Cllr Prosser, Cllr Schofield, Cllr Smith, Cllr Hilder and Cllr Bearsby and Pete Lacey.

95) **To confirm volunteers to complete the following:**

- a) Annual risk assessments – **Cllr Schofield**
- b) Annual asset register checks – **Cllr Poynton and Clerk's Assistant**
- c) Weekly fire alarm check – **Cllr Schofield**

96) **Incident reports – NOTED**

Further action: Council resolved to report any further fly-tipping on Old Banwell Road to North Somerset Council.

97) **Clerk's Report, Correspondence & Items for next Agenda:**

(Please note that the Council is unable to make any formal decisions under this item).

To receive the Clerk's report, note any correspondence received since the last meeting that is not an item on the agenda and note items for the next Agenda

1. Village park roundabout has been fixed, awaiting engineers report.
2. The combination padlocks on the height restrictor gates at the OBR car park have been replaced with key locks due to removal difficulties; keys are held by the office, Parish Orderly, Cllr Jones (emergency contact), and in the changing rooms.
3. ROSPA Play Safety team have confirmed an inspection will take place in June (previously circulated).
4. Polling station request from NSC for 6 May 2027 (previously circulated).
5. North Somerset Council bus forum - Councillors are invited to the online forum on 9 June from 6pm to 8pm via Teams or the in-person forum on 12 June from 11am to 1pm at The Campus.
Cllr Hilder has registered to attend and will report back to council *(previously circulated)*.

There being no further business, the chair closed the meeting at 19:44

Signed (Chair) *W. Ashdean* Date: *16/7/26*

The next meeting of the Assets and Amenities Committee will be on 16 July 2026 at 7pm.