

COLEBROOKE PARISH COUNCIL

Minutes of the meeting of the Asset Management Committee of Colebrooke Parish Council on Tuesday 12th February 2019 at 2.00pm at Colebrooke Village Hall

Present: Cllrs Shepherd (Chair), Butt and Hodder

In Attendance: Diane Shepherd (Clerk)

18/19 – 1 To receive and accept apologies

There were no apologies

18/19 - 2 To receive Declarations of Interest: To receive declarations of personal interest and disclosable pecuniary interest in respect of items on this agenda

There were no declarations of interest

18/19 – 3 Public Participation: To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

There were no members of the public present

18/19 – 4 Minutes of the Colebrooke Asset Management Committee Meeting held on 19th March 2018: To approve and sign the minutes as a correct record

It was **resolved** to approve and sign the minutes as a correct record

18/19 – 5 Noticeboards: To review the current position re all the noticeboards in the parish

The two noticeboards in Colebrooke have been taken away for repair. Penstone noticeboards alright currently.

It was **resolved** to ask D Pleace to refurbish the noticeboards in Colebrooke and to produce a sign to go above the official Council noticeboards (Proposed Cllr Shepherd)

18/19 – 6 Colebrooke Telephone Box: To review the current use of the telephone box and to consider any improvements

Cllrs noted it was being well used for book swaps and for plants in the spring and summer. Two local parishioners will ensure that the books are checked are changed from time to time and keep the watering can full in the spring/summer. Cllr Hodder has an idea for a Colebrooke poem to be added to in the box which she will explore further

18/19 – 7 Grit Bins: To review the current position re Grit Bins and to identify any further action required

Cllrs have agreed that the Council will purchase the bin for Ford Hill from Amazon. Sadly the bin required is currently out of stock. Still no response from DCC. Cllr Hodder has identified bins that need restocking and has and does report them as required on line. Other bins have still not been added to the online network and the Clerk will continue to pursue this

18/19 – 8 Annual Maintenance Programme 2019/20: To consider any work that is required to maintain the assets in 2019/20

In addition to the work already identified the Church sign requires putting upright and the Millennium Garden fence needs repairing again. Granny's Meadow and D Pleace to be approached about the latter. Cllr Butt said that she would ensure the bench in Coleford is treated in the summer. No other action required currently

Signed.....Date.....[Type here]

18/19 – 9 **Asset Register 2019/20:** To consider the current asset register and to identify any changes or additional assets that may be required

Asset Register reviewed and the cost of the two new noticeboards needs to be added. Cllr Butt will arrange for photographs to be taken of all the assets which will then be kept with the register

It was **resolved** to recommend that the assets be allocated between the Committee members to enable a check to be kept on the assets throughout the year (Proposed Cllr Butt)

18/19 – 10 **Dates of Meetings for 2019/20:** To consider frequency and times for meetings in 2019/20

It was **resolved** to recommend to Council that the Committee meet in October and March in 2019/20

DRAFT