



Minutes of Kingsclere Parish Council General Purposes Meeting GP 08/20  
Held at 7.30pm on Monday 12<sup>th</sup> October 2020  
Using Zoom Online Meeting Software

**GP 08/20 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Price. Clerk – Porton; Admin Assistant – Read.

**08/20.1 – Apologies:**

Cllr J Sawyer.

**Resolved:** Apologies for Cllr J Sawyer accepted.

**08/20.2 – Declarations of Interest:**

None.

**08/20.3 – Matters Arising:**

None.

**08/20.4 – Risk Assessments:**

The Holding Field (HF) risk assessment was received with the following issues: The fencing around the Bowls Club is unstable and has barbed wire at the top, with concerns over it falling. The fence is owned by the Bowls Club, Clerk to write and advise them to address this issue.

There are issues with inconsistent dog signage and no “No Alcohol” signs. The dog signage is a mix of “No Dogs” and “No Dog Fouling” signs. It was agreed KPC need to have standardised signs. There is also no signage on the Basingstoke Road entrance.

On the 2019 RA for the HF there is an uncompleted action to purchase two new litter bins and place all HF litter bins evenly round the field. It was agreed to put in a request to BDBC for new bins for the Holding Field. It was noted that all litter bins in the parish are in a bad way and may need replacing.

The fence along Ashford Hill Road has some holes and needs repairing. Clerk to source quotes.

The fence between the HF and the old Youth Club site is degrading and is slowly falling down. It was agreed to remove the fence completely. Clerk to source quotes.

There is garden waste fly tipping between the Ashford Hill Road and Coppice Road boundary. It looked to be fairly old, it was agreed to let it rot down. There was no other fly tipping identified.

The land where the old cricket strip was has now settled down.

Both the Clerk and Admin Assistant have completed Display Screen Equipment (DSE) Assessments. It was noted that both are currently working from home on laptops, so the computer screens do not swivel or tilt, and the keyboard is not separate from the screen and does not tilt. Separate keyboards can be purchased if required. The Admin Assistant has access to a desk and adjustable chair. The Clerk does not have an adjustable chair. An adjustable chair from the office can be moved to the Clerk’s home if required. The Admin Assistant was not aware they were eligible for a free eye test, which can be arranged if requested.

The risk assessment for the Litter Warden was completed with no actions identified.

The risk assessment for the Bus Shelters was completed with the following issues: The bus shelter on Newbury Road has a roof tile missing, this may need repairing. The fascia board at the back of the bus shelter has woodworm damage. The other two bus shelters on Ashford Hill Road and George Street require a specialist survey of the roof to ensure they are safe. Clerk to get quotes.

Risk assessments outstanding are: Allotments, Cemetery, Parish Paths, Christmas Lights, SIDs, the Rec.

**Action:** Clerk, All Cllrs.

**08/20.5 – Dog Signage:**

Referred from September OM. BDBC plan to introduce a borough wide PSPO on dog fouling, dissolving the three PSPO’s currently active in the parish. Concerns were raised regarding the new PSPO only seeming to be regarding dog fouling and not dog restriction, as the other three parish PSPOs were. Concerns were also raised over how to ensure dogs would be excluded from play areas and playing fields such as those at the Fieldgate Centre. It was queried if KPC could create and enforce its own dog exclusion rules on open spaces in the parish, it was clarified that KPC cannot enforce such rules. Clerk to contact BDBC regarding what its position is on dogs in play areas and on playing fields, as the new PSPO does not include these areas. Agreed to wait for BDBC’s response before making any decisions on signage.

**Action:** Clerk.

**08/20.6 – Important Changes Regarding Play Area Inspections from 1<sup>st</sup> April 2021:**

KPC received a letter from BDBC regarding a new charge for play area inspections effective from April 2021. It is KPC’s choice if it wants to pay BDBC for inspections, however KPC are liable to ensure 3<sup>rd</sup> party inspections of play areas it owns or ensure members of KPC are trained to carry out the inspections. BDBC’s inspection cost is £500 per site per annum which includes weekly safety inspections and an annual external audit. This cost to KPC would only apply to the Recreation Ground play area, as all other play areas in the parish are owned by BDBC themselves. It was agreed to recommend to OM to accept this price of £500 per year for BDBC to continue to inspect the Recreation Ground play area.

**Action:** October OM.

