

War Memorial

Having contacted the War Memorial Trust, it was advised to start a new application. A pre-application has been made, to be assessed for funding by the War Memorial Trust by end Dec 2023. Misleading condition reports have been submitted previously on the warmemorialsonline website which may affect any funding. PPC has updated the current condition as Poor as advised by the recent professional inspection. It is important that any work carried out on the memorial must be authorized by PPC and must be in line with the advice given by the War Memorial Trust.

Village Hall car park – tree maintenance

A planning application has been submitted to ENPA and is on the ENPA planning portal.

Yew Trees at St. Dubricius Church – tree maintenance

Planning applications will be submitted to ENPA.

Old School Centre

A four-yard skip was provided to allow for the safe disposal of various accumulated waste from a number of council's associated properties around the village. The skip was quickly filled unfortunately before some items for disposal from the OSC could be added – these items will have to be taken to the local tip for recycling separately.

The Parish room door lock has been replaced to comply with FRA. Locks to the Parish Room and through to the library have been changed as the master keys could not be located. The new locks included improved thumb turns.

A new key safe has been purchased and a number of extra keys have been cut following an audit of PPC keys. Stationery required for the office has been delivered and a new phone for the office has been purchased (£25) as the previous one did not work properly/as required.

New library risk assessments and safeguarding documents have been completed.

The new fire-proof, lockable bookcase has been delivered and installed. Members of the public are respectfully asked not to leave books, etc. outside due to the fire risk they present. The book case will be left open when the OSC is in use and will be closed and locked when no members of staff or volunteers are on site to comply with fire safety requirements. The book shelf has been dismantled and a decision needs to be taken about how it may be used/disposed of.

The small shed behind the OSC is now being used to provide storage for the recycling bins and the road safety signs belonging to the PPC, to tidy the Parish Room and provide more internal storage for paperwork, etc.

There have been a few incidents of cars being parked in the OSC car park overnight and other unauthorised use of the car park. Mostly, this relates to holiday lets/businesses and a letter will be sent reminding owners that the car park is for users (visitors, staff and volunteers) of the OSC. The gates will continue to be locked from 6pm each night.

An electrical contractor is scheduled to visit later this month to undertake circuit testing and other modifications.

Until the reinstatement of a new caretaker, councillors are completing the routine duties that have to be completed.

Hawkcombe Cemetery

Photographs have been taken of the paths, steps, signage, etc. to inform the asset review and budgeting for maintenance required going forward.

Following an audit of the documentation on file, a new Register of Burials and a new Deed of Grant book (for the sale of exclusive rights) have been purchased to be used from the start of 2023. The old books will allow for any missing records pre 2023 to be added once identified. (Expenditure less than £200).

Doverhay Toilets

There has been a spate of petty vandalism at the Doverhay toilets over the past few weeks which is being regularly monitored by Councillors and the cleaner, with photographs taken. The incidents have been reported to the police via the PCSO and 101/online. The PCSO has suggested the use of CCTV could be considered to monitor persons

frequenting the toilets at times when the toilets are vandalised. The power to the toilets had tripped once but unsure if this was vandalism related, the circuit breakers were reset without problems.

Still outstanding:

- **OSC**
Light bulbs on the ceiling in the library need replacing. Storage for a lightweight moveable tower/platform for future use by PPC and others such as the Visitor Centre is being investigated so that PPC could purchase.
The FIT (Feed-in tariff) arrangements for the Old School Centre are underway.
Inspection and quotation required from alarm system contractor to be arranged. (Expenditure approved)
Library kitchen hot water system to be inspected and assessed.
- **High Bank car park**
Rectify the fitting/support of drainage grill at entrance to car park. Contractor required. (Expected expenditure less than £200). Some weeding in bays/tarmac required.
- **Doverhay Toilets**
Disabled toilet, toilet roll holder damaged and requires replacement.
Honesty box surround of the non-disabled toilet has been damaged, rectification work required.
The contractor's quote to repair the leak has been chased.
- **Seating**
Charlotte's memorial seat on Dunster steep is in need of repair as dangerous to sit on. Carpenter contacted.
Need to contact parents and discuss repair.
Three bench seats in cemetery require rectification/replacement. Hazard tape has been used to highlight to the public. Carpenter contacted.
6 benches (1 on the High Street, 2 at the OSC and 3 at St Dubricius Churchyard) need sanding down and oiling. The PCMT are unable to do this so a contractor has been contacted.
- **Public and staff toilets**
Covered bins for sanitary items and similar needed.
Emergency pull cords should be removed if not attached to anything.
- **Damage caused by tree roots to path behind St. Dubricius Church**
ENPA have provided advice regarding the damage caused to the path behind the Church due to tree roots primarily from the oak in St. Dubricius First School. Suggestions including retarmacking some patches, filling cracks with liquid tarmac and/or using temporary coverings to make the footpath safer to walk on are all being considered.
- **St. Dubricius Church railings finial**
A finial which has been accidentally broken off needs to be rewelded (Expenditure not expected to exceed £200)