

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of  
Sixpenny Handley & Pentridge Parish Council  
Held 3<sup>rd</sup> October 2024 at 7:30pm @ Parish Office, 6 Town Farm Workshops, Sixpenny Handley.**

Item		Action By
	<b>0 members present at the public open session</b>	
1374	<p><b>Attendance &amp; Apologies</b>                      Cllr Simon Meaden (Chairman of the Finance &amp; General Purposes Committee)                      Cllr James Reed (Chairman of the Parish Council)                      Cllr Stuart McLean                      Cllr Colin Taylor</p> <p><b>Also in Attendance</b>                      Ciona Nicholson (Clerk)</p> <p><b>Apologies</b>                      Cllr Robert Hassall                      Cllr Dave Adams</p>	
1375	<p><b>Declarations of Interest &amp; Grants for Dispensation</b></p> <p>None</p> <p><b>The following members declare non-pecuniary interests in matters relating to:</b></p> <p>Cllr Colin Taylor – Pentridge Village Hall &amp; SH Village Hall 1<sup>st</sup> Woodcutt Scouts, CCIO                      Cllr James Reed – Community Land Trust &amp; Item Speed-watch                      Cllr Andy Turner – Community Land Trust &amp; Skate-park Project                      Cllr Simon Meaden- 1<sup>st</sup> Woodcutt Scouts</p>	
1376	<p><b>Matters arising from the last F&amp;GP Parish Council Meeting held 5<sup>th</sup> September 2024.</b></p> <p>No matters arising.</p>	
1377	<p><b>Play Area Matters &amp; Reports</b></p> <p>The weekly on-sight inspection in September confirmed that the equipment and surrounding area was in good condition.</p> <p>Elite Playground Inspection report indicated no high or medium risks elements – The Clerk will request up dated photos of repairs items be uploaded onto the report.</p> <p>Cllr Chick has purchased the replacement galvanised gate and will replace along with the rotting post as well.</p>	<p><b>Clerk</b></p> <p><b>DC</b></p>

<p><b>1378</b></p>	<p><b>Sports Facilities Matters &amp; Recreation Ground</b></p> <p>Faulty internal door handles between the Pavilion’s main room and the corridor is broken. Clerk to report to Door Doctors in Dorchester.</p> <p>The recreational Ground memorial clock stopped working following a recent power cut. Clerk to ask local electrician to check the fuse.</p> <p>Green container is expected to be removed within the next few weeks – Cllrs Meaden &amp; Reed to arrange removal.</p> <p>Pavilion fire alarm is currently out of action – a new battery has been ordered. Clerk to ask SW to check that it is a dedicated alarm on the circuit.</p> <p>Residents of Saddlers have requested permission to carry out their own tree works on trees adjacent to the village hall car park on December 11<sup>th</sup> -12<sup>th</sup>. The contractor will cordon off the affective parking bays whilst the work is carried out.</p> <p><b>Parish comment: Permission granted.</b></p> <p>Dorset’s Dog Warden confirmed future patrols will be carried out in Sixpenny Handley in the coming weeks. Clerk to liaise with the Dog Warden in order to create more effective dog signs to include DC logo &amp; make reference to the by law legislation. A sign to be appointed at the three recreation ground entrances.</p> <p>Clerk to ask if a PC appointed ‘Dog Officer’ would qualify as volunteer Dog Warden role.</p> <p>The Football Club to be reminded of the <u>No football boots allowed</u> through the entrance of the Pavilion. This rule may have been broken by recently by the AWAY Team.</p> <p><b>Recreation Ground General Maintenance- draft contract 2025-2026</b></p> <p>Cllr Hassall &amp; Ciona continue to work on draft contract and will photograph areas to build a maintenance file.</p>	<p><b>Clerk</b></p> <p><b>SM JR</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>RH/Clerk</b></p>
<p><b>1379</b></p>	<p><b>Sports Association Matters</b></p> <p>Windows by Hand completed exterior and Interior windows including frames and sills of the Pavilion. Members agreed to engage the services on a regular basis, initially on a quarterly basis alternating between inside and out cleans @£45.00 – once a year (summer months) include an inside <u>and</u> outside clean @£100.00. Members to monitor.</p> <p>The new Sports Pavilion Cleaner has completed 4 shifts:</p> <p>09/9/24 - 2 hours  16/9/24 - 1 hour  23/9/24 - 1.5 hours  30/9/24 - 1.5 hours  CT/Clerk to finalise zero contract cleaners contract.</p>	<p><b>Clerk</b></p> <p><b>CT/Clerk</b></p> <p><b>JR DA RH</b></p>

	<p><b>Sports Pavilion Working Party</b></p> <p>Date for members to meet yet to be agreed.</p>	
<b>1380</b>	<p><b>Allotment Association</b></p> <p>The Clerk to contact AA committee members regarding coverage of the recently cleared plots with plastic provided by Cllr Reed.</p>	<b>Clerk</b>
<b>1382</b>	<p><b>Village Hall</b></p> <p>Cllrs Mereweather &amp; Turner to complete Generator specification and confirm order and address further installation matters.</p>	<b>AT/IM</b>
<b>1383</b>	<p><b>Inspection of Parish Council Property</b></p> <p>Clerk &amp; RH to commence Parish Council property inspection week commencing 7/10/24. Clerk to distribute a list of remaining assets to the rest of the Council for further inspection.</p>	<b>Clerk/RH</b>
<b>1384</b>	<p><b>Matters to Report &amp; Correspondence</b></p> <p>Members considered draft communication to be sent to No 12 Common Road regarding the inappropriate use of the special access agreement between residents of Common Road and Parish Council. Members suggested minor changes – JR to forward amended document to the Clerk for distribution.</p> <p>1<sup>st</sup> Woodcutt Scouts Bonfire Spectacular to be held on 2<sup>nd</sup> November 2024 – request received to use Dorset Council land for car parking. Cllr SM to liaise with Dorset Council &amp; Rob Easton.</p> <p>Plusbus – Dorset Community Transport (DCT) supply a door to door bus service between Sixpenny Handley &amp; Wimborneon Fridays at 9.15am (2 hours shopping) and return service – Plusbus membership continues free of charge to national concessionary bus pass holders and fee paying passengers are charged £8.00 during 2024. PC to raise the profile of this service on social media.</p> <p>Planning Enforcement confirmed that they have created EN/2024/00413 for the Bakehouse in Sixpenny Handley High Street.</p> <p>Planning Enforcement have confirmed that until the Cashmoor Inn is sold and then used for camping – no breach of planning has occurred.</p>	<p><b>JR/Clerk</b></p> <p><b>SM</b></p> <p><b>Clerk/AT</b></p>

<b>1385</b>	<b>Financial Matters &amp; Expenditure</b>  The RFO circulated to members prior to the meeting a report on finances to 5 <sup>th</sup> September 2024. Bank Reconciliation for signing; List of Receipts & Payments for scrutiny.  Members reviewed half year spend against budget.  Members prepared initial budget preparations for 2025/26  Clerk to administrate payments, Scrutineer Cllr S Mclean 2 <sup>nd</sup> Cllr C Taylor & 3 <sup>rd</sup> Cllr R Hassall to authorise payments.	
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Meeting Closed 8.45pm

**These minutes are to be signed by the Chairman after approval  
at the next Full meeting of the Parish Council.**

Signed;.....

**24<sup>th</sup> October 2024**

**Sixpenny Handley & Pentridge Parish Council**

**Payments – 3<sup>rd</sup> October 2024**

Date Description Payment

03/10/2024	Dorset Council Rent	SO	484.00
03/10/2024	Salary Payments (September)	On-line	1,055.73
03/10/2024	Nest Pension Payment	DD	78.54
03/10/2024	C Nicholson Reimbursement monthly SIM pavilion	On-line	20.00
03/10/2024	Windows by Hand (Cleaning Sports Pavilion inside & out)	On-line	135.00
03/10/2024	Mr Marc Hayward (Litter-pick & bins)	On-line	22.50
03/10/2024	Miss L Tuckey (Parish Office Cleans x 4)	On-line	37.50
03/10/2024	Sevenside Zoll AED lithium batteries (Shop Defibrillator)	On-line	72.00
03/10/2024	A Burt (Countryside Services) 2nd quarter	On-line	1,000.00
03/10/2024	Rushmore Estate (Annual Brushy Bush rent)	On-line	10.00
03/10/2024	HMRC Tax & NI contributions July August September	On-line	215.34
03/10/2024	Dorset Council (Allotment Rental)	On-line	785.00
03/10/2024	Steven Day T/A Elite Playground Inspections	On-line	63.60
03/10/2024	Vodafone Broadband	DD	35.80
03/10/2024	Kinetico Watersoftener Service	DD	8.75
	<b>October Total</b>		<b>4023.76</b>

To be submitted by the Clerk on Friday 4<sup>th</sup> October 2024.

Scrutineer – Cllr S McLean

1<sup>st</sup> On-line authorisation Cllr Taylor 2<sup>nd</sup> On-line authorisation Cllr Hassall

Scrutineer.....Date.....