

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of
Sixpenny Handley & Pentridge Parish Council
Held 4th April 2019 at 7:30pm at the Parish Office, 6 Town Farm Workshops, Sixpenny Handley.**

Item		Action By
	<p>Public Open Session 1 Members of the public present.</p>	
<p>345</p>	<p>Attendance & Apologies</p> <p>Cllr James Reed (Chairman of the F&GP Committee) Cllr Colin Taylor (Chairman of Parish Council) Cllr Andy Turner Cllr Stuart McLean Cllr Bea Boyland Cllr Rosalie Adams</p> <p>Also in Attendance Mrs Ciona Nicholson (Clerk)</p> <p>Apologies None</p>	
<p>346</p>	<p>Declarations of Interest & Grants for Dispensation</p> <p>The following members declare non-pecuniary interests in matters relating to:</p> <p>Cllr Colin Taylor – Pentridge Village Hall/CLT Roebuck Committee Cllr James Reed – Community Land Trust Cllr David Adams – Community Land Trust/Sixpenny Handley Sports Facilities Cllr Rosalie Adams – Sixpenny Handley Village Hall/ Allotment Association Cllr Andy Turner – Community Land Trust /CLT Roebuck Committee</p>	
<p>347</p>	<p>Matters arising from the last F&GP Parish Council Meeting held 7th March 2019.</p> <p>None.</p>	
<p>348</p>	<p>Play Area Matters and weekly Inspection Reports.</p> <ul style="list-style-type: none"> • The March Play Inspection report was considered. No actions required. 	
<p>349</p>	<p>To consider Sports Facilities Matters.</p> <ul style="list-style-type: none"> • The Sports pavilion’s continually running boiler pump was investigated and repaired by an electrical contractor. • 1,000 litres of oil ordered and due to be delivered on 5/4/2019 by Minster Fuels. • Issues remain with Fire Alarm system sensors – recent false alarms may have been triggered by a possible leak at the apex of the roof. No action required at this stage but careful monitoring of any potential leaks in the roof. • Groundsman requested a dumpy bag of top soil in order to repair the damaged surface of the Recreation Grounds’ pitches. Clerk to attain quotes and liaise with the Village Hall Committee. 	<p>SMc</p> <p>Clerk</p>

<p>350</p>	<p>Village Hall Matters.</p> <p>Members agreed to decline the proposal to site a recycling clothing bank in the car park of the Village Hall.</p> <p>Potholes at the entrance to the Village Hall driveway require a temporary tarmac fix. Clerk to contact repairs and maintenance Contractor.</p> <p>Members discussed the Village Hall car park as a potential location for an electric car charging point. Although further research into the viability of initiating an electrical car charging project is required, Clerk to consult with the VH Committee for their views.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>351</p>	<p>Financial Risk Assessment</p> <p>Members reviewed and amended the Financial Risk Assessment for 2018–2019. To be approved by the Full PC on 25th April 2019.</p>	
<p>352</p>	<p>Risk Management Policy</p> <p>Members reviewed the Risk Management Policy, no amendments required. To be approved by Full PC on 25th April 2019.</p>	
<p>353</p>	<p>The Big Session 2019</p> <p>Members approved Saturday 29th June 2019 for this year’s Big Session Event to be held at Sixpenny Handley’s Recreation Ground and Cricket Pitch.</p>	
<p>354</p>	<p>Actions from correspondence</p> <ul style="list-style-type: none"> • A complaint received from a member of the public regarding the damage to Bowls Club’s shrubs, small trees and surface mat along with the general tidiness of the surrounding areas after the Penny Tap sessions. Clerk to notify The Penny Tap. • Publication of Statement for Persons Nominated for the forthcoming election on 2nd may 2019 were distributed by the Clerk to Councillors who were present at the meeting. 	<p>Clerk</p>
<p>355</p>	<p>Financial Matters & Expenditure</p> <ul style="list-style-type: none"> • Members approved expenditure for £360.00 (+vat) to improve lighting in the Parish Office by replacing louvered strip lighting and by replacing the current spotlights. <p>The RFO provided members with a report on finances to 4th April 2019. Bank Reconciliation for signing; List of Receipts & Payments for scrutiny; Copy of Bank Statements for signing.</p> <p>Members amended and approved unanimously the RFO Receipts & Payments Report – see Appendix A.</p>	

Meeting Closed 8.27pm

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

Signed;..... **25th April 2019**

Sixpenny Handley & Pentridge Parish Council

Receipts & Payments – 4th April 2019

Current Balance £63,422.51 Deposit Balance £45,110.63

Date	Description		Receipt/Payment	
04/04/2019	EDDC Rent	SO		462.49
04/04/2019	C Nicholson March salary payment	2696		800.33
04/04/2019	CSG Fire & Security (Call out on false alarms on alarm - 8/3/19)	2697		78.00
04/04/2019	Complete Fire Services Ltd (unit 6 annual fire extinguisher service)	2698		28.80
04/04/2019	L Fisher (Cleaner parish office x7)	2699		70.00
04/04/2019	Home Repairs Dorset (Parish library extension)	2700		528.94
04/04/2019	S Wallworth Electrical Services Ltd (repairs to pavilion boiler pump)	2701		138.00
04/04/2019	Carole Wyatt (reimbursement payment Village Hall replacement urinal & sensor)	2702		537.60
04/04/2019	Total Floor Care (Bridgwater) Ltd	2703		4,744.80
04/04/2019	C Nicholson (Expenses claim 2019)	2704		73.80
04/04/2019	HMRC (national insurance Jan, Feb, Mar)	2705		86.49
04/04/2019	BT & Broadband	DD		207.91
04/04/2019	Office Hire (seated exercise class)	NA	30.00	
04/04/2019	Office Hire (WI flower & craft club)	NA	20.00	
04/04/2019				
	April Total		50.00	7,757.16

1stSignature.....2ndSignature.....

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