#### - 551 -

### Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of Sixpenny Handley & Pentridge Parish Council <u>Held 1<sup>st</sup> February 2024</u> at 7:30pm @ Parish Office, 6 Town Farm Workshops, Sixpenny Handley.

Item		Action By
	Public Open Session	
	1 in attendance	
	A local resident raised concerns with the highway arrangements for the imminent closure of the High Street in Handley for planned Wessex Internet works. Specific concerns with ensuring an earlier diversion notification at the A3084 Handley roundabout in order to limit vehicles using Frogmore Lane.	
	Wessex Internet allayed concerns by providing a copy of the traffic management plans which incorporated early diversion.	
	<b>Parish Council comment:</b> The matter will be monitored by the PC but realistically, any traffic issues will need to be reported directly to the Highways Authority.	
1185	Attendance & Apologies	
	Cllr James Reed (Chairman of the Parish Council)	
	Cllr Stuart McLean	
	Cllr Andy Turner	
	Cllr Colin Taylor	
	Also in Attendance	
	Ciona Nicholson (Clerk)	
	Apologies	
	Cllr Simon Meaden (Chairman of the Finance & General Purposes Committee) Cllr Dave Adams	
1186	Declarations of Interest & Grants for Dispensation	
	None.	
	The following members declare non-pecuniary interests in matters relating to:	
	Cllr Colin Taylor – Pentridge Village Hall & SH Village Hall 1 <sup>st</sup> Woodcutt Scouts, CCIO Cllr James Reed – Community Land Trust & Item Speed-watch Cllr Andy Turner – Community Land Trust & Skate-park Project Cllr Simon Meaden- 1 <sup>st</sup> Woodcutt Scouts	
1187	Matters arising from the last F&GP Parish Council Meeting held 4 <sup>th</sup> January 2024.	
	No matters arising.	

1188	Play Area Matters & Reports		
	Members unanimously resolved to extend the quarterly Playground Inspection Contract for 2024-2025 @ a rate of £53.00+vat per inspection. Clerk to sign contract and return to Elite Playground Inspection Team.		
	Monthly inspection completed by Cllr McLean identified no further items other than the refurbishment jobs previously reported.		
	The Annual Play Inspection report was circulated to all members prior to the meeting. Members discussed all moderate risks identified:		
	<ul> <li>Basketball timbers create a finger entrapment risk</li> <li>Zip wire travellator requires repairs to ensure smooth ride. The zip wire rods were replaced with stainless steel rods previously so members are satisfied that they are functioning. Clerk to purchase travellator brushes.</li> </ul>	Clerk	
	Local contractor completed repairs to the play area fencing and bench. Clerk to request further maintenance to the basketball timbers which require filling.		
	Members agreed to retain the anti-bird repellent strips rather than replace with cable ties.		
	The basketball equipment is not expected to be retained long term (if the Skate-park project gets underway) – Clerk to request all play equipment inspections pay particular attention to the safety of the timbers ensuring any defects are reported.		
1189	Sports Association Matters		
	Clerk contacted SSE and submitted an application to repair/replace the water meter @ Sports Pavilion. Meter number 99M011584. Cllr McLean followed instruction to pour warm water over the glass meter to check if a replacement was required – for a second time it is still unable to read. Confirmation sent to SSE.		
	Clerk discussed preventative measures that the Football Club should take to avoid further damage to the bowls surface due to players wearing boots retrieving stray footballs. Handley Sports Manger agreed to the following:		
	<ul> <li>Manager to nominate a spectator to retrieve stray footballs before each game.</li> <li>Clerk to purchase a 'NO football boots on the Bowls Club Surface' sign to be positioned on the side entry gate.</li> </ul>		
1190	Sports Facilities Matters & Recreation Ground		
	<b>Ventilation &amp; Insulation</b> In the absence of Cllrs Meaden & Adams (DA), the Clerk updated members on the recent completion of The Penny tap's cellar insulation project.		

	Insulation boards have been affixed to x3 walls with the main focus on protecting the fabric of the building. The cellar has been cleaned thoroughly and the previously present mould has been removed. It was noted that a condensation pipe current hanging down to a bucket should be plumbed into the kitchen's drainage pipe.	
	A ventilation expert accompanied Cllr Adams (DA) to the pavilion to discuss various concerns and will provide a report of his findings.	
	Heating/Ventilation/ Insulation matters throughout the building to be carried forward to the next meeting.	
	Members agreed that once all measures have been taken to improve heating and ventilation – it would be prudent to instigate a thorough 'assessment of building standards'. The PC need to protect the fabric of the building and make sure pavilion activity is not detrimental to its condition.	
	All Clear Pest Control carried out an inspection to gauge rodent activity in the Pavilion. It was confirmed that mice were present and no sign of other rodents. Recommendations to eliminate or at least reduce the problem were:	Clerk
	<ul> <li>Install sonic plug ins to the kitchen and loft space</li> <li>Install mesh to the louvre doors in the boiler room</li> <li>Install a replacement extractor fan cover (and mesh) to the kitchen duct.</li> </ul>	
1191	Village Hall Matters	
	The VH Committee approached the Parish Council for financial support for a recent expensive heating bill.	
	New boilers were fitted in 2019 and had not been serviced since their installation which possibly created a situation where parts needed to be replaced. Members unanimously resolved to support the VH by paying in full the amount of £1207.00. Clerk to confirm with members of the VH Committee.	
1192	UK Shared Prosperity Fund Application	
	Further to previous PC discussion and with interim approval between meetings, the clerk submitted an application to the Shared Prosperity & Community Fund. The PC project 'Improving pedestrian accessibility tour recreational facilities' has applied for £15,000.00 towards this venture.	
	Further quotes from Kola & Local Contractor have been received. They have individually assessed our requirement and submitted quotes based on their recommended solution.	
	<ul> <li>Local contractor – quoted approximately £20,000.00 for 700 m2 of wood boarded 40mm base plus 14mm aggregate compacted (Dorset Council standard specification for paths).</li> </ul>	
	<ul> <li>Kola Construction – quoted £87,428.00 for to excavate 700m2 paths to a depth of 225mm (150mm one sub base/ two coat asphalt) and complete by the supply of suitable surface courses, compact surface, finish with tarmac and kerb edges.</li> </ul>	AT

#### - 554 -

	Cllr Turner to request a further quote from Kola for a more modest solution. Dorset Grant Committee due to meet on February 20 <sup>th</sup> 2024.
1193	Matters to Report & Correspondence
	Cllr Taylor drew the Councils' attention to an update sent by DAPTC:
	NALC 26 January 2024
	The Department for Levelling Up, Housing and Communities has notified the National Association of Local Councils (NALC) of the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England.
	The new amount for 2024/25 is £10.81.
	The amount is a result of increasing the amount of £9.93 for 2023/24 by the percentage increase in the retail index between September 2022 and September 2023 under Schedule 12B to the 1972 Act.
	Cllr Turner confirmed an appointment with Maverick – a local company specialising in the design and installation of spray concrete skate-park.
1194	<b>Financial Matters &amp; Expenditure</b> The RFO circulated to members prior to the meeting a report on finances to 1 <sup>st</sup> February 2024. Bank Reconciliation for signing; List of Receipts & Payments for scrutiny.
	Clerk to administrate payments, 1 <sup>st</sup> Scrutineer Cllr S Meaden 1 <sup>st</sup> Cllr A Turner & 2 <sup>nd</sup> Cllr C Taylor to authorise payments.
	Masting Closed 9.45pm

Meeting Closed 8.45pm These minutes are to be signed by the Chairman after approval at the next Full meeting of the Parish Council.

## Sixpenny Handley & Pentridge Parish Council

# Payments – 1<sup>st</sup> February 2024

Date Description

Payment

01/02/2024	Dorset Council Rent	so	484.00
<mark>27/01/2024</mark>	London Hearts (Residential Defibrillator Subsidised)	<mark>On-line</mark>	<mark>900.00</mark>
<mark>08/01/2024</mark>	Artsreach – Donation S137	<mark>On-line</mark>	<mark>200.00</mark>
08/01/2023	I Mereweather (reimbursement Poppy Wreath)	<mark>On-line</mark>	<mark>27.50</mark>
01/02/2024	Salary Payment	On-line	1,002.10
01/02/2024	Nest Pension contributions	DD	73.06
01/02/2024	C Nicholson Smarty Card Reimbursement	On-line	20.00
01/02/2024	Elite Quarterly Playground Inspection	On-line	57.60
01/02/2024	Play Inspection Company (annual play inspection)	On-line	99.00
01/02/2024	Citizen Advice Bureau (Donation S137)	On-line	250.00
01/02/2024	TEEC (Annual website fees)	On-line	28.80
01/02/2024	All Clear Pest Control (Inspect rodent activity Pavilion & Containers	On-line	45.00
01/02/2024	Source for Business (Parish Office July 23- Dec 2023)	On-line	35.97
01/02/2024	Source for Business (New Barn July 23- Dec 2023)	On-line	37.88
01/02/2024	Source for Business (Common Road July 23 - Dec 2023)	On-line	34.88
01/02/2024	Martin Hallett (Strimming & general tidy VH pond in 2023)	On-line	135.00
01/02/2024	Water2Business (sewerage services July 23 - January 24)	On-line	76.66
01/02/2024	K Neville (Repairs to play area fencing & replacement plank)	On-line	130.00
	February Total		3,637.45

## Payments made after F&GP7/1/24

To be submitted by the Clerk on Friday 2<sup>nd</sup> February 2024.

Scrutineer - Cllr Stuart McLean

 $1^{st}$  On-line authorisation Cllr Turner $2^{nd}$  On-line authorisation Cllr Taylor

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