

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of
Sixpenny Handley & Pentridge Parish Council
Held 7th August 2025 at 7:30pm @ Parish Office, 6 Town Farm Workshops, Sixpenny Handley.**

Item		Action By
	0 members present at the public open session	
1648	<p>Attendance & Apologies Cllr Colin Taylor Cllr Stuart McLean Cllr Robert Hassall Cllr Dave Adams</p> <p>Also in Attendance Ciona Nicholson (Clerk)</p> <p>Apologies Cllr James Reed (Chairman of the Parish Council) Cllr Simon Meaden (Chairman of the Finance & General Purposes Committee)</p> <p>In the absent of both Chair and Vice Chair Cllr Taylor proposed Cllr Hassall as Chairman seconded by Cllr McLean.</p>	
1649	<p>Declarations of Interest & Grants for Dispensation None</p> <p>The following members declare non-pecuniary interests in matters relating to:</p> <p>Cllr Colin Taylor – Pentridge Village Hall & SH Village Hall 1st Woodcutt Scouts, CCIO Cllr James Reed – Community Land Trust & Item Speed-watch Cllr Andy Turner – Community Land Trust & Skate-park Project Cllr Simon Meaden- 1st Woodcutt Scouts</p>	
1650	<p>Matters arising from the last F&GP Parish Council Meeting held 3rd July 2025. None</p>	
1651	<p>Play Area Matters & Reports</p> <p>The on-sight weekly inspections were carried out by Cllr McLean who reported that the play area was in good order, grass cut, bins emptied, no litter or graffiti.</p> <p>Members considered Elite’s Quarterly Inspection report that had been circulated prior to the meeting.</p>	

	<p>The report prioritised maintenance issues and medium risks identified were:</p> <p>Junior Climbing Frame – rotten timbers on the walkway need replacing.</p> <p>Play Area Entrance Gate – bolts need to be disk cut away.</p> <p>Action: Cllr Adams (DA) to inspect on 8/8/25 and cordon off the area with tape if necessary. Clerk to contact local contractor to replace timbers.</p> <p>Members discussed the overall ‘tired’ condition of the play area equipment and the suitability of the play area surfaces. The ground is hard during summer and muddy during the winter months. Comparisons were made to other local play areas that have a safer rubber crumb.</p> <p>Clerk to contact The School Playground Specialist who offer a range of products and surface upgrades suited to every age range along with a free of charge bespoke design and quote service. Cllr Mclean to meet with a representative week commencing 11/8/25 to discuss their offers.</p>	<p>DA</p> <p>DA/Clerk</p> <p>Clerk/SMc</p>
<p>1652</p>	<p>Sports Facilities Matters & Recreation Ground</p> <p>The General Maintenance contract has commenced and notable improvements to the appearance of the banks of the football pitch and rear of the tennis courts.</p> <p>Clerk to contact Martin Hallett regarding the rear of the green shed & Pavilion.</p> <p>Sports Pavilion</p> <p>Concerns were raised for the security of the premises, on several occasions lights have been left on and windows left open overnight.</p> <p>Clerk to follow up on the darts area that requires refurbishment and protected from damage in readiness for September’s lease check-up.</p> <p>The fire alarm system continues to be out of action as access to the cellar sensor has not been made available to the PC. An email was sent on 1/8/25 requesting access – to date no response.</p> <p>Clerk to <u>draft a letter</u> to The Penny Tap explaining that the safety & security of the building is a priority and the premises will not be able to operate without safety measures in place. If access to the cellar cannot be made within 48 hours of the request, the PC may need to consider retaining a cellar key in case of an emergency.</p> <p>The Working Party agreed to meet quarterly initially in September for the purpose of checking the conditions of the Penny Tap Lease are satisfied.</p> <p>Members acknowledged the delay in sending Penny Tap Utility invoices and will address the issue.</p> <p>Working Party agreed to meet quarterly initially in October for the purpose of checking the general fabric of the building.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>RH/DA/JR</p> <p>CT/Clerk</p> <p>RH/DA/JR</p>

<p>1655</p>	<p>Downsman Matters</p> <p>Members were pleased that the August edition of the Downsman had been published and distributed on time.</p> <p>Cllr Hassall expressed his commitment to inputting content into the Downsman document on a bi-monthly basis and was transparent about not providing long term editorial skills. Currently with the help of the Clerk, content has been gathered, chased and input but it is a role that needs an additional volunteer. It would be a largely communicative and creative role and options are currently being explored.</p> <p>Feedback from the latest edition has been positive with a notable phone call from a long standing reader of the magazine congratulating the Editor on a very interesting edition.</p> <p>Emphasis remains that the magazine should be a local magazine and have regular content supplied by local trades, farmers and Parish Council news and updates.</p> <p>Cllr Taylor confirmed that counter signatory paperwork completed the old account has closed and monies transferred to the CCIO account. The latest invoice for publication was paid in full by the Downsman.</p> <p>Cllr McLean to check distribution issues reported in Sheasby Close.</p>	<p>SMc</p>
<p>1656</p>	<p>Matters to Report & Correspondence</p> <p>DAPTC Action Briefing – smaller parish council survey. Clerk encouraged members present to feedback personal opinion. Clerk & Cllr Taylor attended DAPTC Zoom meetings to understand why the process is happening. Broadly, it is to encourage conversation with Dorset Council on preparing for challenges ahead, devolution and having more effective relationships.</p> <p>SSE & a potential water leak at Brushy Bush Allotments</p> <p>An SSE miss read of the Brushy Bush water meter and a potential leak highlighted a number of water issues for the allotments. Cllr Adams spoke directly to Richard Adlem about water use and confirmed that there is a connection to the allotment water supply for the chapel of rest and although a water meter for his use was installed – the meter had not actually ever been read. As a result, the AA have been paying higher water bills than their actual use age.</p> <p>Members agreed to resolve this situation by regularly reading the Adlem meter and separately invoicing along with deducting the amount from the AA bill. Cllr Adams to liaise with the AA Committee to arrange regular meter reading.</p>	<p>ALL</p> <p>DA</p> <p>Clerk</p>

	Clerk to contact Emergency contact at SSE to confirm all checks have been carried out and suspect a faulty meter.	
1657	Financial Matters & Expenditure The RFO circulated to members prior to the meeting a report on finances to 7 th August 2025. Bank Reconciliation for signing; List of Receipts & Payments for scrutiny. The Unity Trust Current account balance exceeds £100,000.00 and as per PCs Investment Policy 'sums in excess of those likely to be needed over the next six months should be placed in an interest bearing account'. Members approved moving £60,000.00 into the Unity Trust Reserve Account. Insurance renewal on 1 st October 25 following a 3-year Policy – Clerk contacted Clear Councils broker to requested an additional quote – all necessary information to be forwarded. Gallaghers Insurance the PCs current broker to visit on 29 th August to review the PCs current requirements. Clerk to administrate payments, Scrutineer Cllr S McLean 2 nd Cllr C Taylor & 3 rd Cllr Hassall to authorise payments.	Clerk/CT Clerk

Meeting Closed 9.10pm

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

Signed;..... 28th August 2025

Sixpenny Handley & Pentridge Parish Council

Payments – 7th August 2025

Date	Description		Receipts	Payment
07/08/2025	Dorset Council Rent	SO		484.00
07/08/2025	C Nicholson (July Salary Payment)	On-line		1,085.51
07/08/2025	Nest Pension Payment	On-line		94.25
07/08/2025	Marc Hayward (x4 Litter bins)	On-line		37.50
07/08/2025	L J Tuckey (x4 Parish Office cleans)	On-line		37.50
07/08/2025	S Day (Elite Playground Inspections)	On-line		90.00
07/08/2025	S Wallworth (Village Hall Electrical remedial works)	On-line		1299.60
07/08/2025	C Nicholson Reimbursement Bitdefender	On-line		64.99
07/08/2025	C Nicholson Reimbursement x4 25kg salt tablets	On-line		62.56
07/08/2025	Water2business Unit 6	On-line		78.33
07/08/2025	Source for Business (Common Rd)	On-line		173.81
07/08/2025	Source for Business (New Barn)	On-line		15.42
07/08/2025	Source for Business (Unit 6)	On-line		160.85
07/08/2025	L M Read (Replacement Hydraulic pipe and oil change)	On-line		235.80
07/08/2025	Team Rubicon Community Fete Skateboard Free Activity	On-line		360.00
07/08/2025	TEEC (Hosting charges 25-26)	On-line		187.20
07/08/2025	The Web Booth (CLT support website)	On-line		100.00
05/08/2025	SSE Unit 6 Electricity since Nov 24 - DD failed	DD		1388.01
01/08/2025	Kinetico Watersoftener Service	DD		8.75
01/08/2025	Vodafone Broadband	DD		38.09
01/08/2025	Wessex Internet	DD		1.20
22/07/2025	VAT Reclaim	Credit	8722.36	
01/08/2025	Allotment Water Reimbursement	Credit	259.66	
08/07/2025	Kinetico Refund	Credit	105.00	
	August Total		9,087.02	6,003.37

To be submitted by the Clerk on Friday 8TH July 2025.

Scrutineer – Cllr S Mclean 1st On-line authorisation Cllr Taylor 2nd On-line authorisation Cllr Hassall

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