

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of  
Sixpenny Handley & Pentridge Parish Council  
Held 4<sup>th</sup> August 2022 at 7:30pm @ Parish Office, 6 Town Farm Workshops, Sixpenny Handley.**

Item		Action By
	<b>Public Open Session 0 Attendance</b>	
726	<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 Andy Turner            Cllr Dave Adams            Cllr Stuart McLean            Cllr C Taylor</p> <p><b>Also in Attendance</b>            Ciona Nicholson (Clerk)</p> <p><b>Apologies</b>            Cllr Maureen New            Cllr Gino Salvia</p>	
727	<p><b>Declarations of Interest &amp; Grants for Dispensation</b></p> <p>Cllr Meaden declared a pecuniary interest in Item 5 Matters relating to Sports Association specifically to the Penny Tap.</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            Cllr James Reed – Community Land Trust &amp; Item Speed-watch            Cllr Andy Turner – Community Land Trust &amp; Skate-park Project            Cllr Maureen New – Village Hall TPO Trees            Cllr Gino Salvia – Community Speed-watch            Cllr Simon Meaden- 1<sup>st</sup> Woodcutt Scouts</p>	
728	<p><b>Matters arising from the last F&amp;GP Parish Council Meeting held 7<sup>th</sup> July 2022.</b></p> <p>None.</p>	
729	<p><b>Play Area Matters</b></p> <p>The weekly on-sight weekly inspections continue through the summer months. All play equipment remains in good order with only missing and broken fence pales to be repaired.</p> <p>Quote for £363.00 received from local contractor to repair and replace missing pales on the perimeter fencing. Quote includes preparation of the area but excludes preservation as further quote will be submitted.</p> <p>Members <u>resolved</u> unanimously to proceed with the work.</p>	<b>Clerk</b>

	<p>Members considered appointing a Play Area Repairs Contractor to oversee the equipment and be on hand to complete work. Members concluded that the quarterly contracted Elite Inspection Company identified matters sufficiently and any repairs continue to be carried out on an individual basis.</p> <p>Cllr Adams reported that the plastic bird repellent strips recently installed on the top of the play equipment had not eradicated the problem. Clerk to purchase firmer stainless steel spikes.</p>	<p>Clerk</p>
<p><b>730</b></p>	<p><b>Sports Association Matters</b></p> <p>No cleaners report this month. The Creative Hub completed their final cleaning session at the Sports Pavilion after giving a month's notice. The Sports Association / Parish Council need to establish its requirements and resume a new cleaning regime.</p> <p>Cllr New prepared a report which was circulated to all members prior to the meeting. It was comprehensive and clearly identified the cleaning routines that the regular users of the pavilion are required to complete along with maintenance tasks that the Parish Council are responsible for. Cllr New was absent from the meeting however members expressed appreciation and acknowledged that it would form an excellent reference document.</p> <p>Members discussed matters relating to following aspects:</p> <ul style="list-style-type: none"> <li>• The individual responsibilities of the Sports Clubs / the Penny Tap / Sports Association / Parish Council &amp; individual hirers.</li> <li>• The need to establish the appropriate hours required for cleaning &amp; maintenance.</li> <li>• The appropriate division of labour.</li> <li>• Differences in the frequency of cleaning for the each of the users of the pavilion and those of the PC.</li> <li>• The necessity to encourage the Clubs &amp; the Penny Tap to maintain an acceptable level of cleaning after each use.</li> </ul> <p>Clerk to contact a local domestic operative to establish availability, flexibility and to prepare a schedule of works required.</p> <p>Members agreed that on the completion of the new cleaning arrangement and amended constitution the Clerk to contact each club and Penny Tap and issue a reminder of the terms and conditions of use.</p> <p>Members discussed the rear of the pavilion and agreed to let the wildflower planting to get established. The recent untidy chalking on walls by children to be highlighted to parents on the PC's communication report.</p>	<p>Clerk</p>
<p><b>731</b></p>	<p><b>Sports Facilities Matters &amp; Recreation Ground</b></p> <p>Members discussed a proposal by Cllr Adams (DA) to install new shelving and partitions in the green shed in order to increase storage capacity by reorganising the football, cricket club and PC owned equipment. The proposal requires both sports clubs to dispose any unwanted equipment which will allow extra space to accommodate the community events equipment to be transferred from the dilapidated container next door.</p>	<p>DA / Clerk</p>

	<p>Members resolved expenditure of £300.00 to purchase materials. Clerk to liaise with Cllr Adams and the Sports Clubs / Entertainments Committee.</p> <p>Clerk to contact vermin control to attain a quote to eliminate the rat problem that is currently in/under the container.</p> <p>Members discussed the issues of accommodating the amount of waste products generated at the sports pavilion. The Penny Tap and Village Hall share the provision of an industrial waste bin which works satisfactory most of the time. However, in the event of community events / weddings / parties and celebrations parties need to request extra bin collections. Clerk to liaise with VH &amp; PT.</p> <p>The pavilion main door has been repaired by Dorchester based firm Door Doctor and is now able to self- close or be held open with an additional catch mechanism.</p> <p>Members unanimously resolved to accept a quote for £600.00 from Countryside Services to complete the Recreation Ground fencing (top corner adjacent to Judd boundary).</p>	Clerk
732	<p><b>Fingerpost Refurbishment Project Update</b></p> <ul style="list-style-type: none"> <li>• Thick -Thorne fingerpost refurbished and installed.</li> <li>• First School Fingerpost refurbished by Cllr McLean and installed.</li> <li>• Spots Green Fingerpost due to be completed and installed within the next few weeks.</li> </ul> <p>On completion of all posts a grant claim will be made to CPRE (Countryside Charity).</p>	Clerk
733	<p><b>Approved Contractors List</b></p> <p>Members reviewed and updated the Parish Councils' approved contractors list.</p>	
734	<p><b>Correspondence</b></p> <p>Senior Commercial Surveyor is meeting with the Clerk &amp; Cllr Adams (DA) on Friday 5<sup>th</sup> August to discuss PC's request to amend the current Common Road Allotment lease agreement.</p> <p>Communication received from local resident of Woodyates confirming following the accidental damage caused to the noticeboard it has been repaired by local residents. Members of the PC appreciated the efficient and honest manner in which it was resolved.</p> <p>Clerk sent invoices to the Allotment Association in respect of excessive water bills.</p> <p>Clerk sent letters sent to households that have overgrown boundary vegetation which is causing obstructions and reminders to properties in The Orchard following a recent report of fly tipping.</p>	

<b>735</b>	<b>Communication Report</b>  Matters agreed to be included in this month's communication report: <ul style="list-style-type: none"><li>• Play area repairs and pigeon deterrent</li><li>• Pavilion walls – no chalking</li><li>• Fingerposts updates</li><li>• Pavilion door repairs</li></ul>	
<b>736</b>	<b>Financial Matters &amp; Expenditure</b>  The RFO circulated to members prior to the meeting a report on finances to 4 <sup>th</sup> August 2022. Bank Reconciliation for signing; List of Receipts & Payments for scrutiny; Copy of Bank Statements for signing.  Members approved unanimously the RFO Receipts & Payments Report.  Members unanimously resolved expenditure of £ 300.00+ vat to purchase the external heated wall cabinet for the defibrillator.	

Meeting Closed 09.05 pm

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

**Signed;..... 25<sup>th</sup> August 2022**

**Sixpenny Handley & Pentridge Parish Council**

**Receipts & Payments – 4<sup>th</sup> August 2022.**

Date	Description		Receipts	payment
04/08/2022	Dorset Council Rent	SO		484.00
04/08/2022	C Nicholson (July Salary Payment)	1514		948.96
04/08/2022	C Nicholson (Reimbursement Payment Bitdefender renewal)	1515		28.00
04/08/2022	Bradley Kilshaw (Tidy & clear hedgerow nr Village Hall)	1516		420.00
04/08/2022	Door Doctors (Sports Pavilion Repairs)	1517		798.00
04/08/2022	David Macleod (x6 play park bins/litter)	1518		45.00
04/08/2022	Samantha Vane (x4 Office Cleans)	1519		42.50
04/08/2022	Source for Business (Unit 6 Water)	1520		25.84
04/08/2022	Source for Business (New Barn Common)	1521		78.95
04/08/2022	Source for Business (Brushy Bush)	1522		91.04
04/08/2022	Water 2 Business (Sewerage Unit 6)	1523		45.93
04/08/2022	CCIO (redirect income from Jubilee Eventbrite error)	1524		1402.08
04/08/2022	Repayment of Jubilee celebration loan	Credit	2500	
04/08/2022	VAT Reclaim (2020/21)	Credit	5771.72	
04/08/2022	Business Reserve Interest	Credit	6.25	
	<b>August Total</b>		<b>8,277.97</b>	<b>4,410.30</b>

1<sup>st</sup>Signature.....2<sup>nd</sup>Signature.....

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