



SANDGATE PARISH COUNCIL
Minutes of a meeting of the Resources Committee held on
Tuesday 12th May 2020 at 5.00 pm

Present: Chairman
Councillors
Clerk/RFO

Councillor Robert Bliss
Nina Bliss, Michael Fitch, Tim Prater and Adrian Watts
Simon Horton

The meeting commenced at 5.05pm on Zoom following system access issues.

1. **Apologies for absence** – Councillor's Tracy Stephens & Guy Valentine-Neale
2. **Declarations of Interest**– None.
3. **Minutes** – The Minutes of the previous meeting of the Committee were approved as a correct record and signed by the Chairman.
Proposed by: Councillor Adrian Watts. Seconded by: Councillor Nina Bliss.
Agreed by all who had been present at the meeting.
4. **Sandgate Park:**
The RFO provided an update on the following
 - 4.1 **Multi Use Games Area** – RFO reported that the COVID no use signs continue to be removed/ignored and that he is visiting the park frequently to replace signs and speak with any equipment users.
 - 4.2 **Play equipment** – The Caretaker is replacing the no use hazard tape as required.
 - 4.3 **Fitness equipment** – The Caretaker is replacing the no use hazard tape as required.
 - 4.4 **Caretaker's report** – Most recent report was circulated prior to the meeting.
 - 4.5 **Furniture and signage** – Nothing new to report.
 - 4.6 **Dog run** – Nothing new to report.
 - 4.7 **Boules pitch**– Nothing new to report.
 - 4.8 **Car park** – Nothing new to report.
 - 4.9 **Toilets** - Nothing new to report.
5. **Freemantle Park** – RFO advised that the acquisition of the lease from Folkestone & Hythe District Council was proceeding but had been advised that due process had to be followed and publication of notices in the local press would delay taking over the park until toward the end of the month. This delay would also apply to the leases being negotiated on both Battery Point and the St John Moore Memorial. The RFO also reported that a plan of maintenance works for Freemantle Park was being produced and Harmers had been requested to provide quotations that will be presented for consideration at the next Resources Committee meeting. The RFO suggested that the Committee adopt an evidence based approach to consideration of the appointment of a Caretaker for the Park. There was discussion about this and Councillor Watts was keen that we sought involvement from the local community going forward. The RFO advised that he had recently met with a local resident who lived almost adjacent to the park who had an issue with Rodents visiting her Garden. It is hoped that part of the planned works will help deal with this problem.
Action: RFO to include Freemantle Park as a standing item for the Resources Committee meeting agenda.

6. **2019-20 budget** – RFO presented the usual reports on payments made, bank reconciliation statement and budget monitor. Mindful that this was the first month of the new financial year there was little to report outside of the usual reports. The RFO reported that a VAT refund claim for £4325.42 had been submitted to HMRC.
7. **Banking/Investment** – RFO reported that he would submit the usual quarterly update regarding the PWLB loan at next month's meeting and that the format would be discussed with Councillor Prater before submission. Councillors were reminded that interest income from the various deposit accounts will be much reduced following reduction in rates on what was seen in the last 12 months. Councillor Watts requested that we obtain an up to date early repayment penalty figure for the PWLB loan.
Action: RFO to request an up to date early repayment penalty figure for the PWLB loan
8. **CCTV** – RFO circulated for discussion a detailed summary of the current position/costings for this project. The RFO highlighted areas where unanticipated costs had become apparent and that it appeared that our current budget would have shortfall of approximately £1700. There was discussion about this and understanding that there was a maintenance budget of £2000 that is not expected to be utilised this year. Councillor Watts suggested that we should ensure that best value was being obtained from the approved supplier.
Action: RFO to request a meeting to review pricing for CCTV Installation.
9. **Sandgate Design Statement** - In the absence of Councillor Valentine-Neale the RFO advised the Committee that the agenda item was to discuss a request for the printing costs for a supply of the Sandgate Design Statement brochure which has recently been updated. The expenditure would be below £400. Following discussion regarding this key document for the parish the expenditure was approved.
Proposed by: Councillor Adrian Watts. Seconded by: Councillor Prater.
Agreed by all.
10. **Correspondence:** The RFO reported that 2 emails had been received from our external Auditors and that progress with the annual audit would be reported at the next Resources Committee meeting.
11. **Information** – Nothing to report.

Date of next meeting – Tuesday 9th June 2020 at 5pm

The meeting ended at 5.49 pm.

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Signed by the Chairman, Resources Committee

Date.....