



SANDGATE PARISH COUNCIL
Minutes of a meeting of the Resources Committee held on
Tuesday 12th January at 6.00 pm

Present: Chairman	Councillor Adrian Watts
Councillors	Michael Fitch, Tim Prater, Vannessa Reay, Guy
	Valentine-Neale, Tracy Stephens and Lewis Whitnall
Clerk/RFO	Simon Horton

1. **Apologies for absence:** None
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 Tracy Stephens. Seconded by: Lewis Whitnall. Approved by all present.
4. **Sandgate Park:**
 - 4.1 **Multi Use Games Area:** Deferred until next meeting
 - 4.2 **Play equipment:** Deferred until next meeting
 - 4.3 **Fitness equipment:** The RFO referred to a previously circulated email regarding COVID restrictions.
 - 4.4 **Caretaker's report:** The most recent Caretakers report was circulated prior to the meeting.
 - 4.5 **Furniture and signage:** Deferred until next meeting
 - 4.6 **Dog run:** Deferred until next meeting
 - 4.7 **Boules pitch:** RFO advised that he had contacted the Boules Club as requested in December regarding the planned start of the playing season for 2021 which will be Easter. The RFO further advised that the Boules Club had requested that consideration be given to a number of improvements including metal fencing around the pitch, extension of the pitch size, additional seating and a specific quality playing surface. Indicative costs for some of the requests had been provided and the Boules Club informed that funds for such improvements were not presently available. The RFO has requested Harmers to provide us with a quote for the additional costs involved in providing a playing surface of the requested specification. Once this figure is known further discussions will be held with the Boules Club. **Councillor Adrian Watts** did suggest that if funds could be found to enhance the seating facilities that should be considered further.
 - 4.8 **Car park:** Deferred until next meeting
 - 4.9 **Toilets:** RFO reported that he had requested our contractors to advise no later than 8th February if the broken toilet has been repaired or that it cannot be repaired.
 - 4.10 **Railings around Children's Play Equipment:** **Councillor Guy Valentine-Neale** advised that our contractors had provided a quote of £6k to install metal railings around the lower area of Children's Play Equipment. This area is approximately 20-25% of the area that contains Children's Play Equipment. The RFO advised that feedback from the parks caretakers was that the issue of dog walking in the play area was becoming less frequent last year. Following a discussion it was agreed to keep the matter under review but if a decision was reached to proceed with the railings we would have to look to raise funds externally to cover the capital cost of around £25k.

5. **Fremantle Park:** RFO advised that Harmers had completed the works to the slope entrance (including the railing) from Enbrook Valley and warning signage had been installed.
The additional waste bin agreed by FHDC remains to be installed and the RFO advised the he was waiting for an update from FHDC. This had been requested to be provided prior to the meeting.
6. **CCTV:** The RFO advised practical handover of systems has been delayed. Our contractors had identified an issue with storage capacity for the Sandgate High Street system when handover was attempted mid-December following the graphics card upgrade of the RFO's PC. The calculation was that the system should have enough capacity for 28 days memory. It was identified that we were achieving no more than 4 days storage. The contractors at their expense have upgraded the memory capacity which was undertaken on 23rd December. Prior to the contractors visiting that day Sandgate experienced a power cut/surge which caused the Village Green Christmas lights and nearby Garland to stop working. The contractors identified during their visit to the Library that 5 cameras were also off line. The RFO had checked that they were all working earlier that morning. Subsequent investigations have revealed that those cameras power packs had been blown which was the reason the cameras had stopped working. Replacement power packs were ordered on the 23rd December following out of hour's discussions between the Contractors, RFO and Parish Chairman **Councillor Tim Prater**. The packs are anticipated to be with the contractor this week and will be hopefully being installed when the Christmas Garlands are being removed. This damage wasn't caused by the equipment supplied to us being faulty and is therefore not covered under warranty. The power packs are around £60 each. Our contractors have been asked to summarise the damage/costs involved and the RFO will engage with UK Power Networks and see if we can be reimbursed for the costs incurred. The replacement power packs will have some surge protection. RFO has been told that there isn't enough space within the lampposts to safely install full surge protection devices which were not part of our original system specification. RFO is also discussing with our contractors operational issues with the system – it's very slow when trying to access information and we are exploring what can be done to overcome this. RFO has requested additional training which is difficult when adopting social distancing measures. Following discussion about the damaged equipment **Councillor Adrian Watts and Councillor Michael Fitch** expressed opinions that they considered that the Contractors should meet the cost of the necessary repairs. The RFO had with the support of the Parish Chairman **Councillor Tim Prater** concluded that mindful of the circumstances that it wasn't appropriate to request the contractors to replace the damaged equipment at their cost as the damage appears to have been caused by circumstances outwith their control on 23rd December last year when the power cut/surge occurred. The RFO was advised on 13th January that the Christmas Garlands have now been removed from Sandgate High Street and a number of them have also been damaged. Our Contractors have been asked to submit a report summarising the damage which is expected very shortly. The RFO will also raise this with UK Power Networks.
7. **2020-21 Budget:** The RFO had previously circulated the usual monthly information pack. **Councillor Adrian Watts** advised that the information now being circulated is very high quality and transparent. Mindful of later discussion of the 2021/22 budget and this evenings planning meeting suggested that no further discussion of this item take place.
8. **Incredible Edible/Community Gardens Initiatives – Donation to be considered:** Deferred until next meeting.
9. **Community Business Initiative:** Deferred until next meeting.
10. **2021-22 Budget Forecast:** The RFO had previously circulated an email explaining the implications of the reduced council tax base provided by FHDC. Councillor Adrian Watts presented the budget and following discussions the budget was approved to be recommended for acceptance by the Parish Council when it meets on Tuesday 19th January. The budget seeks a 2% increase in the Precept to £80,625. The budget shows an income shortfall of £1,667 which is recommended be met from General Reserves. **Proposed by Councillor Adrian Watts Seconded Councillor Tracy Stephens. Approved by all present.**

- 11. Correspondence:** The RFO advised that two items of correspondence from the Boules Club and the cost increase communication from Scribe had been covered in earlier agenda items.
- 12. Information:** RFO reminded the committee of his forthcoming Holiday absence.
- 13. Date of the next meeting: Tuesday 9th February at 6pm**

The meeting ended at 6.44 pm.

.....
Signed by the Chairman, Resources Committee

Date.....