



SANDGATE PARISH COUNCIL
Minutes of a meeting of the Resources Committee held on
Tuesday 25th May at 6.30 pm

Present: Chairman	Councillor Adrian Watts
Councillors	Michael Fitch, Tim Prater, Vanessa Reay and Lewis Whitnall
Clerk/RFO	Simon Horton

1. **Election of Chairman: Councillor Adrian Watts**
Proposed by: Councillor Tim Prater
Seconded by: Councillor Vanessa Reay
Approved by all present except Councillor Adrian Watts
2. **Apologies for absence: Councillors Guy Valentine-Neale & Tracy Stephens**
3. **Declarations of Interest: None**
4. **Minutes:** The Minutes of the previous meeting of the Committee were approved as a correct record and signed by the Chairman.
Proposed by: Councillor Lewis Whitnall
Seconded by: Councillor Vanessa Reay
Approved by all present.
5. **Sandgate Park:** The RFO updated the committee of a recent joint visit to inspect the security at the Park.
 - 5.1 Multi Use Games Area: Councillor Adrian Watts** observed that the 5 a side grass pitch was looking tired and could benefit from refurbishment.
 - 5.2 Play equipment:** The May inspection report had been circulated prior to the meeting. The RFO confirmed discussions had taken place regarding annual maintenance of the Zip Wire. The RFO advised that following completion of the play surface repairs at Fremantle Park there were no surplus materials available to complete repairs to the area damaged by a disposable BBQ last year. A quote for £220 + VAT to supply materials and complete the repair had been obtained. The RFO recommended that the works be undertaken.
Proposed by: Councillor Tim Prater
Seconded by: Councillor Lewis Whitnall
Approved by all present.
 - 5.3 Fitness equipment:** There was nothing new to report.
 - 5.4 Caretaker's report:** The most recent Caretakers report was circulated prior to the meeting. The RFO advised that the Parks Caretaker had recently been in Hospital. The Committee extended their best wishes for speedy recovery and thanks for the work that he undertakes at Sandgate Park.
 - 5.5 Furniture and signage:** The RFO advised that five additional CCTV Signs have been placed in the Park. There was discussion about a possible solution to repair the existing benches. This would be subject to further discussion at the next meeting. Councillors were requested, if possible to inspect the benches prior to the next meeting.
 - 5.6 Dog run:** There was nothing new to report.

5.7 Boules pitch: There was a discussion about damage being caused to the piste by anti-social usage of the area. The RFO advised that our Contractors have now visited the site on 3 occasions recently to attend to the area.

4.8 Car park: There was nothing new to report.

4.9 Toilets: The RFO confirmed that the toilets were installed on 17th May and that the first weekly clean had been undertaken.

- 6. Fremantle Park:** The RFO advised that we were waiting for FHDC to install the additional bin in the Park. This is to be situated at the top of the slope leaving the park toward Enbrook Valley. There is an annual cost of below £100 to have the bin emptied. The RFO has approved that expenditure under delegated authority.
- 7. 2020-21 Budget:** The RFO had previously circulated the usual very detailed monthly information pack. Mindful this was the first months reporting of the new financial year the RFO had nothing to add other than to report that a VAT refund of £5,225.24 had been received.
- 8. AGAR 2020/21 + Internal Audit** The RFO advised that the Auditors visit had been delayed. The AGAR and Internal audit report would need to be considered and approved at the Main Council meeting on 15th June to comply with reporting timescales. This would mean that Resources Committee would not be able to meet and consider the reports and recommend them prior to Main Council. **Councillor Adrian Watts** indicated this should not be an issue mindful of the high quality information being produced by Scribe.
- 9. Library Gas/Electric Contracts.** The RFO advised that he had given notice to the current suppliers and that he would be seeking a range of alternative suppliers to included least one green option. The RFO advised that Bulb who supply the Kiosk had recently increased their prices.
- 10. Investments/PWLB Quarterly Statement:** The RFO advised that the PWLB statement was due next month and would be produced then. There was a discussion about funds presently held with Charity Bank following maturity of a 12 month fixed term investment. The RFO suggested a short notice account receiving an interest rate of 0.35% rather than taking another 12 month fixed term investment paying 0.47%.
Proposed by: Councillor Tim Prater
Seconded by: Councillor Vannessa Reay
Approved by all present.
- 11. Correspondence:** The RFO reported a letter from Charity Bank which had been dealt with in an earlier agenda item (10) and a letter from HSBC. Councillor Tim Prater has a call arranged with HSBC to deal with the communication on 1st June.
- 12. Information:** The RFO provided an update on quotes for the external decoration of The Boat House/Public Conveniences. There was a discussion regarding Community Infrastructure Levy funds recently received from FHDC. The RFO was requested to circulate a guidance note that had been received.
- 13. Date of the next meeting: Tuesday 22nd June at 6:30pm**

The meeting ended at 7.20 pm.

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Signed by the Chairman, Resources Committee

Date.....

