

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE Virtual Zoom MEETING of  
Sixpenny Handley & Pentridge Parish Council  
Held 4<sup>th</sup> February 2021 at 7:30pm.  
This meeting was held under the powers of section 78 (regulation 5 (1)) of the Coronavirus act  
2020.**

Item		Action By
	<b>Public Open Session</b> 0 Members of the public present.	
<b>274</b>	<b>Attendance &amp; Apologies</b> Cllr Colin Taylor (Chairman of the Parish Council) Cllr James Reed (Chairman of the F&GP Committee) Cllr Simon Meaden Cllr Maureen New Cllr Andy Turner Cllr S McLean Cllr G Salvia  <b>Also in Attendance</b> Ciona Nicholson (Clerk) <b>Apologies</b> None	
<b>275</b>	<b>Declarations of Interest &amp; Grants for Dispensation</b>  <b>The following members declare non-pecuniary interests in matters relating to:</b>  Cllr Colin Taylor – Pentridge Village Hall Cllr James Reed – Community Land Trust Cllr Andy Turner – Community Land Trust Cllr Maureen New – Village Hall Trees	
<b>276</b>	<b>Matters arising from the last F&amp;GP Parish Council Meeting held 7<sup>th</sup> January 2021.</b> None	
<b>277</b>	<b>Play Area Matters.</b> The Play area remains open during 3rd Lockdown with minimal use – Due to Covid19 Cllr McLean continues to inspect the equipment on a weekly basis – all equipment remains in good and safe condition. No issues other than some new graffiti in the skate-park to report this month.	
<b>278</b>	<b>Village Hall Matters</b>  The Chairman of the Village Hall provided an update of activities since the first Lockdown :  Paper towel dispensers have been fitted in all the lavatories and kitchen, sanitiser dispensers fitted in the foyer, fire exit in main hall and entrance to kitchen. Entrance / exit signage put up, also distancing remind markers. Some lavatories taped off to meet distancing requirement, also signage requesting only one adult plus child/children in lavatories at any one time. New tap fitted in disabled lavatory.	

	<p>All regular users have been circulated with the Hall's pandemic guidelines with reminders posted around the Hall.</p> <p>Bowls Club safety officer carried out an inspection visit to the Hall and obtained the appropriate safety certificate to enable the Club to have indoor practice. The Pilates leader visited the Hall and measured to calculate numbers at any one time for Pilates sessions.</p> <p>During lockdowns the water has been run off weekly and fire alarm tested monthly.</p> <p>Outside guttering cleared on Common Road side, physically not able to clear playing fields side – however Cllr Adams has realigned all drainage downpipes so flow direct to surface rather than soakaways which are blocked and which should help keep guttering clearer.</p> <p>Rose Engineering have fitted a form of guttering behind the barge flashings at front and back walls of Hall which does seem to have alleviated rainwater running between wall and flashing which was staining walls and creating damp patches.</p> <p>A quotation from Cuff Maintenance to re-point exterior brickwork, replace flashing over entrance porch and resurface entrance porch with non-slip material was considered to be too high and Parish Council has undertaken to seek further quotations for this work.</p> <p>One parking area at playing field side of the Hall by gates to patio area which needs to be "hatched" as this is a fire exit route from the Hall and access must not be blocked by parked car. Parish Clerk to contact the contractor to arrange otherwise bollards will suffice.</p> <p>On 1<sup>st</sup> September the Hall was re-opened to user groups and Happy Nappy, Pilates, HITT started, with Bowls Club coming in for indoor practice in October. WI and CCF both hoped to return to their regular activities in New Year. A new group for Stroke Therapy started at the end of October.</p> <p>The Hall is cleaned – surfaces, handles, chairs, tables are all cleaned with sanitiser, the floor washed, after and between every activity.</p> <p>Outside area: the plan was to put up a metal shed to store outside furniture and grass the area. A load of topsoil was delivered and spread, a further load delivered but has just been left. The whole area is now full of weeds plus an old tractor tyre - have attempted to get rid of it but failed. When weather improves the top soil pile to be spread, weed kill the area followed by grass seed. <i>Members suggested wild flowers to be sown in this area</i></p> <p>The Hall has once again had to be closed indefinitely but is checked over regularly.</p> <p>Members discussed the remaining outstanding Items:</p> <ul style="list-style-type: none"> <li>• Repairs to mortar cracks – SM to contact local contractor again.</li> <li>• Removal of broken tiles at the VH entrance and replacement solution – as above.</li> <li>• Following the realignment of the drainpipes, voluntary work on the muddy track behind Village Hall commence – confirm with Local Contractor N J Lawrie.</li> </ul>	<p>SM</p> <p>Clerk</p>
279	<p><b>Sports Association Matters.</b></p> <p>Due to 3rd Lockdown restrictions the Sports Association Cleaner provides a regular but reduced monitoring/cleaning routine.</p> <ul style="list-style-type: none"> <li>• Shower curtains in both changing areas need replacing but not urgently.</li> <li>• A Local artist hoping to raise funds for the local surgery has work displayed in the window sills of the pavilion.</li> <li>• Clerk to order oil via the group delivery share scheme at a reasonable cost.</li> </ul>	<p>Clerk</p>

	<p><b>Sports Facilities Matters</b></p> <p><b>Artificial Wicket</b></p> <p>Cllr Mclean confirmed receipt of M J Abbott (Ground Care Specialists) report to determine the quality and safety of the playing surface along with recommendations for a future maintenance plan. The quote received was in excess of £10,000.00 which is rather more than our requirements. An alternative solution to be sought by Cllr Meaden by contacting local contractor P Froud.</p> <p>Notts Sports have completed the artificial cricket strip replacement and practise surface refurbishment. Extra markings for children's games and x3 manhole covers were also supplied. Cllr McLean expressed thanks to Cllrs Adams, Meaden and New for the the vast amount of cutting back and tidying in the area.</p> <p>Some concerns were raised regarding the slight uphill slope at the pavilion end of the wicket followed by a suggestion to lightly roll in order to resolve this problem. Cllr Mclean confirmed that he would carry out a further inspect before contacting Notts Sports to report the matter. Members discussed the merits of placing red &amp; black tape to close off the artificial wicket and further discussions with regard to cleaning the mats with biocide to be carried forward.</p> <p>Members agreed as part of future Communication Policy – formal advertising of the new improved facilities.</p> <p><b>Recreation Ground</b></p> <p>The installation of the Recreation Ground gate has been hampered by Lockdown restrictions – AG Edwards have the gate in stock – when Lockdown restrictions are eased, work to install and powder coating will commence.</p> <p>The cutting back of the vegetation behind the pavilion is almost complete with the final debris ready to remove – A local land owner will provide a trailer to remove the old cricket sight screens.</p> <p>Cllr Reed agreed to provide 4inch blocks to protect the exposed filter on the oil tank.</p> <p>The Chairman of the Sixpenny Handley Cricket Club was pleased with the refurbishment works and as previously agreed has donated £1500.00 towards the project.</p> <p>The Clerk had received several reports of false fire alarms during recent weeks – the Complete Fire Services rep took the time to check each of the detectors and confirmed x3 reasons: water, fire or flies! As part of monitoring, members agreed to regularly check the detectors are kept clear.</p> <p>The light sensor on the green shed is too sensitive – the light is often on and remains on for long periods of time. Clerk has contacted a Local Electrical Contractor.</p> <p><b>Outdoor Exercise Equipment Proposal</b></p> <p>Prior to the meeting quotes from Fresh Air Fitness were circulated to members. In an effort to promote health &amp; wellbeing Cllr New proposed the Parish Council to purchase 2/3 items of fitness in respect of the generous donation of £2,000.00 from MADL (Make a Difference Locally Charity). The purchase would require match funding or topping up by the Parish Council - the purchase would certainly meet the donation caveat 'to benefit the wider community'. Members are still to agree the following issues:</p> <ul style="list-style-type: none"> <li>• What type of equipment would be most suitable?</li> <li>• Where it would be best positioned to be safe and easily accessible.</li> </ul>	<p><b>SM</b></p> <p><b>SMc</b></p> <p><b>Clerk</b></p> <p><b>All</b></p> <p><b>JR</b></p>

	<ul style="list-style-type: none"> <li>• Health &amp; Safety aspects</li> <li>• Installation and ground care considerations.</li> </ul> <p>Members agreed to visit the Recreation Ground to assess the best location before recommendation be made to the Full Parish Council for final approval.</p>	<b>CT JR AT</b> <b>SM MN</b>
<b>280</b>	<b>Grass Cutting Contract 2021/22</b> <p>Members confirmed the services of W Stokes for the Grass Cutting Services for 2021/22.</p>	
<b>281</b>	<b>Review of Emergency Planning Procedures.</b> <p>Since the latest Covid19 version there have been no further developments in procedures other than the permanent retention of sand (&amp; bags) held at Manor Farm.</p> <p>Flood warning sent out from the Environmental Agency on 3/2/21 – AT is monitoring the borehole.</p>	
<b>282</b>	<b>Internal Auditor Appointment</b> <p>Members confirmed the services of Internal Auditor Mr Peter Walker for 2021/22.</p>	
<b>283</b>	<b>Correspondence</b> <p>SM agreed to contact P Willey to arrange the first of 3 quotes for fence replacement at Saddlers. Clerk to arrange a further 2 by contacting local contractors NJ Lawrie &amp; G Craddock.</p>	<b>SM Clerk</b>
<b>284</b>	<b>Financial Matters &amp; expenditure</b> <p>The RFO circulated to members prior to the meeting a report on finances to 4<sup>th</sup> February 2021. Bank Reconciliation for signing; List of Receipts &amp; Payments for scrutiny; Copy of Bank Statements for signing.</p> <p>In addition to the previously approved expenditure for waste bin housing units members resolved unanimously to approve expenditure for the labour £1350.00+vat.</p> <p>Members approved unanimously the RFO Receipts &amp; Payments Report.</p>	

Meeting Closed 8.45pm

**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> February 2021**

**Sixpenny Handley & Pentridge Parish Council**

**Receipts & Payments – 4<sup>th</sup> February 2021.**

Date	Description		Receipts payment	
04/02/2021	EDDC Rent	SO		484.00
04/02/2021	C Nicholson (January Salary Payment)	2895		885.77
04/02/2021	Sixpenny Handley First School (purchase of x2 Laptops)	2896		339.28
04/02/2021	The Web Booth (Annual maintenance Community Website)	2897		374.34
25/01/2021	PCC (50% Shared mower & repairs)	Credit	1,603.93	
31/12/2020	Business Reserve Interest	Credit	0.52	
	February Total		1,604.45	2,083.39

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

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