

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE Virtual Zoom MEETING of  
Sixpenny Handley & Pentridge Parish Council  
Held 4<sup>th</sup> March 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
	<p align="center"><b>Public Open Session</b> 0 Members of the public present.</p>	
<p><b>303</b></p>	<p><b>Attendance &amp; Apologies</b>            Cllr Colin Taylor (Chairman of the Parish Council)            Cllr James Reed (Chairman of the F&amp;GP Committee)            Cllr Simon Meaden            Cllr Maureen New            Cllr Andy Turner            Cllr Stuart McLean</p> <p><b>Also in Attendance</b>            Ciona Nicholson (Clerk)</p> <p><b>Apologies</b>            Cllr Rosalie Adams            Cllr Gina Salvia</p>	
<p><b>304</b></p>	<p><b>Declarations of Interest &amp; Grants for Dispensation</b></p> <p><b>The following members declare non-pecuniary interests in matters relating to:</b></p> <p>Cllr Colin Taylor – Pentridge Village Hall            Cllr James Reed – Community Land Trust            Cllr Andy Turner – Community Land Trust            Cllr Maureen New – Village Hall Trees</p>	
<p><b>305</b></p>	<p><b>Matters arising from the last F&amp;GP Parish Council Meeting held 4<sup>th</sup> February 2021.</b>            None</p>	
<p><b>306</b></p>	<p><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.</p> <p>Members were informed of the permanent closure of the Regard Partnership (whom prior to Lockdown) carried out weekly &amp; monthly Playground Inspections through-out the year. Members unanimously approved Elite Playground to undertake Quarterly Inspections @ £44.00 plus vat in return for a comprehensive on line report. Cllr Mclean agreed to continue his weekly inspections and provide the Clerk with a completed schedule check list.</p> <p>Clerk to contact Elite Playground Inspections to confirm commencement date and forward check list to Cllr McLean.</p>	<p><b>Clerk</b></p>

<p><b>307</b></p>	<p><b>Review of Financial Risk Assessment &amp; Risk Management Policy 2021.</b></p> <p>Members reviewed &amp; approved Financial Risk Assessment 2021 with no amendments.</p> <p>Members amended and approved Risk Management Policy 2021.</p> <p>Both documents to be signed by the Chairman &amp; Vice Chairman following the easing of Lockdown restrictions.</p>	
<p><b>308</b></p>	<p><b>Review Asset Register</b></p> <p>Members reviewed &amp; amended the Asset Register 2021.</p> <p>Cllr Turner to source replacement solar lighting for the Recreation Ground car park.</p>	<p><b>AT</b></p>
<p><b>309</b></p>	<p><b>Sports Association Matters.</b></p> <p>As Lockdown restrictions continue the Sports Association Cleaner provides a regular but reduced monitoring/cleaning routine.</p> <p>Items for Cleaner:</p> <ul style="list-style-type: none"> <li>• Outside windows – to be cleaned prior to re-opening</li> <li>• Shower curtains in both changing areas need replacing</li> </ul> <p>Items for Penny Tap:</p> <ul style="list-style-type: none"> <li>• Blue Bins</li> <li>• Re-install the sound proofing in the main room</li> <li>• Relocate cash register</li> <li>• Relocate sacks of 'take out' bottles</li> </ul> <p>Items to be purchased:</p> <ul style="list-style-type: none"> <li>• Industrial size de scaler</li> <li>• Mould remover spray</li> <li>• 6 Shower Curtains and fittings</li> <li>• Hooks for cleaning brushes</li> <li>• Heavy duty detergent to remove the residue from Covid19 floor tapes</li> </ul> <p>Maintenance:</p> <ul style="list-style-type: none"> <li>• Repair safety light in home changing room</li> <li>• Air conditioning solution</li> </ul> <p>Outstanding Items:</p> <p>Basket Ball nets to be retained in the Green Shed</p> <p>Unused items of china, stainless steel tea services, decorative lights, games and paint pots to be relocated to the loft.</p> <p>To replace or refurbish Parish notice board in main room</p> <p>To dispose of any unused items</p> <p>Ensure notice boards are relevant and up to date.</p> <p>Clerk to meet Cllrs New &amp; Adams (DA) on 9/3/21 regarding the above issues.</p>	<p>MN/ Clerk</p> <p>SM</p> <p>Clerk</p> <p>DA</p> <p>MN/DA/Clerk</p>

<b>310</b>	<p><b>Village Hall Matters</b></p> <p>No matters to report other than to follow up with Contractor for an update on mortar repairs &amp; replacement entrance tiles. Clerk to contact Chairman with regard to the large tyre at rear.</p>	<b>Clerk/SM</b>
<b>311</b>	<p><b>Sports Facilities Matters</b></p> <p><b>General Ground Care</b></p> <p>The cutting back of the vegetation behind the pavilion is almost complete with tree stumps, large tree roots and ivy still needing to be removed. Members discussed ideas for its on-going ease of maintenance. The area is very uneven and would benefit from grading over and smoothing out which will require heavy duty machinery.</p> <p>Once completed a regular combination of cutting back and applications of roundup will weaken the ivy at which point a bag of grass seed mix rather than shrubs in the short term. <u>A definite plan of action still to be agreed.</u></p> <p>The additional areas of the Recreation Ground that require a maintenance plan are the perimeter banks, green shed brambles, sixpenny sessions container and the football club container. Cllr Meaden to liaise in order to establish future requirements of these storage areas. Members raised concerns regarding the retention of some sharp mowing related items kept outside of the Sports Club's container.</p> <p><b>Artificial Wicket</b></p> <p>With previous experience of maintaining the Bowls Clubs' synthetic carpet Cllr D Adams recommended regular applications of Qualjex moss killer, pressure washing and vacuuming will ensure future longevity of the artificial wicket and practise area. A long term maintenance programme will be required but in the short term (DA) is happy to assist with the application of moss killer.</p> <p><b>Recreation Ground</b></p> <p>Cllr Meaden &amp; Cllr McLean contacted local contractor to find a suitable solution to improve the quality of playing surfaces for both pitches. Quote to remove moss, scarify, weed &amp; feed and verti drain has been received and will be formally considered and approved at the next PC meeting. However, it was noted that members were supportive of continued investment to improve the recreation facilities.</p> <p>Cllrs Adams &amp; McLean to arrange a site visit to establish appropriate new sign posting.</p> <p>Cllr McLean proposed to prepare an advert for next months' Downsman to publicise and promote positively the newly refurbished facilities and to invite interested parties take on Club responsibilities. A draft proposal to be circulated to all members before final submission to the Editor.</p>	<p><b>All</b></p> <p><b>SM</b></p> <p><b>DA/SM</b></p> <p><b>All</b></p> <p><b>DA/SM</b></p> <p><b>SM</b></p>

<b>312</b>	<p><b>Correspondence</b></p> <p>Consultation on the First School's lowering age range following the closure of Little Pennies Pre School. Clerk to circulate and include as an item on next week's Planning meeting.</p> <p>St Mary's Consultation – Approve response at next weeks' Planning meeting.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>313</b>	<p><b>Financial Matters &amp; expenditure</b></p> <p>The RFO circulated to members prior to the meeting a report on finances to 4<sup>th</sup> March 2021. Bank Reconciliation for signing; List of Receipts &amp; Payments for scrutiny; Copy of Bank Statements for signing.</p> <ul style="list-style-type: none"> <li>• Members unanimously approved expenditure to fund match MADL donation of £2,000.00 towards Outdoor Gym equipment.</li> <li>• Members unanimously approved expenditure of £1400.00 for Local Contractor B Kilshaw to plant a hedge as a long term boundary solution adjacent to the new fence panels at Saddlers.</li> </ul> <p>The Clerk &amp; Chairman continue to resolve the unsatisfactory banking arrangements directly with Nat West Business Team. New on-line banking and mandate forms have been received.</p> <p>Members approved unanimously the RFO Receipts &amp; Payments Report.</p>	

Meeting Closed 9.22pm

**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> March 2021**

## Sixpenny Handley & Pentridge Parish Council

### Receipts & Payments – 4<sup>th</sup> March 2021.

Date	Description	Receipts payment		
04/03/2021	EDDC Rent	SO		484.00
04/03/2021	Cancelled cheque	2900		-
04/03/2021	C Nicholson (February Salary Payment)	2911		885.77
04/03/2021	Cheque cancelled	2898		-
04/03/2021	Complete Fire Services (Annual Fire Extinguisher service Bowls & Pavilion)	2899		57.00
04/03/2021	Bournemouth Water Business (Brushy Bush Allotment 29/7/2020-January 2021)	2901		36.10
04/03/2021	Bournemouth Water Business (New Barn Allotment 29/7/2020-January 2021)	2902		117.23
04/03/2021	S Wallworth Electrical Services Ltd ( Replacement flood light sensor green shed)	2903		111.60
04/03/2021	S&C Slatter Ltd Kintbury (Replacement Artificial Strip & netting & surface maint)	2904		7,591.20
04/03/2021	CSG Fire & Security Ltd (Annual Fire Alarm service)	2905		150.00
04/03/2021	W Stokes (Grass cutting services 1 October - 1 January 21)	2906		375.00
04/03/2021	Cllr Dave Adams (Reimbursement ride on mower chain oil & links)	2907		39.08
04/03/2021	Bradley Kilshaw (replacement fencing Saddlers)	2908		1,400.00
04/03/2021	M B Wilkes (Type 1 aggregate - 10 tonnes Post Office Lane)	2909		548.57
04/03/2021	Haku Machines Limited (Bowls Surface Sweeper)	2910		3,870.46
25/02/2021	Southern electric (off peak Nov 22-	DD		86.90
25/02/2021	Southern electric day)	DD		389.32
11/02/2021	Make a Difference Locally - Donation	Credit	1,000.00	
29/01/2021	Business Reserve Account Interest	Credit	0.60	
	March Total		1,000.60	16,142.23

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

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

