

**Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING of  
Sixpenny Handley & Pentridge Parish Council  
Held 2<sup>nd</sup> September 2021 at 7:30pm @ Parish Office, 6 Town Farm Workshops, Sixpenny Handley.**

Item		Action By
	<p style="text-align: center;"><b>Public Open Session</b> 0 Members of the public present.</p>	
459	<p><b>Attendance &amp; Apologies</b> Cllr Simon Meaden (Chairman of Finance &amp; General Purposes) Cllr James Reed (Chairman of the Parish Council) Cllr Dave Adams 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 Gino Salvia</p>	
460	<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 &amp; SH Village Hall Cllr James Reed – Community Land Trust &amp; Item Speed-watch Cllr Andy Turner – Community Land Trust Cllr Maureen New – Village Hall Trees Item 465 (Sports Facilities) Item 464 Speed watch &amp; a pecuniary interest in Item 463 (Sports Association). Cllr Gino Salvia – Community Speed-watch</p>	
461	<p><b>Matters arising from the last F&amp;GP Parish Council Meeting held 12<sup>th</sup> August 2021.</b></p> <p>Clerk to arrange an official opening and photo opportunity of the newly installed outdoor gym equipment. A suitable date to be agreed with a local Nisa representative and fitness group. (MN) to contact Sixpenny Forge to design/manufacture a plaque. (AT &amp; Clerk) to publicise on social media platforms, websites and the Downsman.</p> <p>Under the Queens Canopy Tree Scheme (plant a tree for the Jubilee) members agreed to apply for 420 hedgerow saplings to be planted to infill areas along hedgerow adjacent to the football pitch at the Recreation Ground rather than an individual tree.</p> <p>(DA) attained a further quote from T Signs of Salisbury for £2900.00 which exceeded the budget. A further meeting with Sign Rite Shaftesbury to confirm designs and attain a final quote.</p>	<p>Clerk/MN/AT</p> <p>Clerk</p> <p>DA</p>

462	<p><b>Play Area Matters.</b></p> <p>(SMc) continues to carry out sight inspections on a weekly basis – no matters to report other than the broken fence between the two areas.</p> <p>Clerk has booked the annual playground inspection with the Playground Inspection Company.</p> <p>Delays in sourcing materials has delayed repairs to the broken fence posts. – (MN) to contact local contractor.</p> <p>Monitoring of new bin placement confirmed that it is in a better position for successful disposal of litter. Reposition the previously (St Mary's Close bin) to the new location. (DA) to remove rusty broken bin.</p> <p>Members discussed the ownership status of the Keats Meadow Play Park. The asset transfers were due to take place before the move to a Unitary Council unfortunately due to unresolved matters at County the transfer did not complete. Clerk to liaise with (CT) in order to progress this matter.</p>	<p>MN</p> <p>DA</p> <p>Clerk/CT</p>
463	<p><b>Sports Association Matters</b></p> <p>The Sports Association Cleaner's report was circulated prior to the meeting. Items noted:</p> <p>Carpet tiles are beginning to lift in the main room – matter reported to flooring contractor. Spare touch up paint required both gloss &amp; matt – clerk check colour code number. Clock awaiting date for repairs.</p> <p>Clerk has asked Patrick Rose to quote.</p> <p>Window cleaning quote for inside and out of the pavilion – (DA) contact 6dH Window Cleaner to quote for the Bowls Club too.</p> <p>Cleaning hours August: 13 hours – On behalf of the Sports Association members unanimously approved.</p> <ul style="list-style-type: none"> <li>• Changing room flooring refurbishment completed.</li> <li>• Monthly bookings: Wedding reception celebration &amp; BBQ and a family birthday.</li> <li>• Future bookings: Child birthday party on 26<sup>th</sup> September 2021.</li> </ul> <p>A care/cleaning pack to be made available to 'Hirers' of the facilities along with Notice of Private Function – No Access.</p>	<p>SM/Clerk</p> <p>Clerk</p> <p>DA</p> <p>MN/Clerk</p>
464	<p><b>Sports Facilities Matters &amp; Recreation Ground</b></p> <p>The Penny tap have completed their part of the reorganisation of items in the Pavilion loft space. (DA) to meet with Clerk on Tuesday 7/9/21 to sort Bowls Club equipment. Members agreed to dispose of the sanitary ware that has been stored in the loft space. Members agreed to cancel the skip and instead recycle, repurpose where possible and any remaining items to be disposed of at the refuse centre.</p> <p>A report of an unpleasant odour outside of the building (which has since passed) prompted members to discuss the restoration of the ventilation system. As a long term solution to concerns regarding damp and mould spores. Cllr Adams (DA) to arrange a quote.</p>	DA

	<p>A further quote is required to install a simpler standard household programmer to the boiler system to replace the current complicated system.</p> <p>Clerk to contact local electrical contractor to quote for an electrical report of the Pavilion building.</p> <p>Report of overgrown vegetation along the hard-core path adjacent to the Church wall boundary (SM) to apply roundup to both sides of the path.</p> <p>A car has been abandoned in the community car park – with the imminent return to school the additional space will be required. (MN) to contact local resident.</p>	<p><b>DA</b></p> <p><b>Clerk</b></p> <p><b>SM</b></p> <p><b>MN</b></p>
465	<p><b>The Village Hall Hybrid Poplar (TPO)</b></p> <p>A letter received from the residents of the neighbouring property 'Pantiles' regarding their concerns for the safety of their property and the risk it posed for passers-by due to the age and condition of the nearby Hybrid Poplar. The letter included a request to the Parish Council as part of its duty of care to carry out a specific risk assessment on the tree which currently has a Tree Preservation Order attached.</p> <p>Members acknowledged these concerns and agreed that both Inspection quotes offered sufficient risk assessment as part of their Inspection process. Members voted on which Tree Arboriculture Inspection to undertake.</p> <p>5 members voted for Rushmore Estates' Mr Jon Hayter &amp; 1 member abstained from voting 0 votes for Wadey Trees. Clerk to contact Rushmore Arboriculture to confirm.</p> <p>Members agreed to wait for the outcome of this report to establish whether or not further risk assessment or second opinion is required.</p>	<p><b>Clerk</b></p>
466	<p><b>Community Speed Watch</b></p> <p>Three members of the Parish Council have joined the Community Speed Watch Team. At their first session the speed of 150 cars were recorded during the half an hour slot between 8.00pm - 8.30pm. The Speed Watch Co-ordinator confirmed the need for an android mobile phone to access the laptop application. (AT) to source an android device.</p> <p>Speed Indicator Device training delivered by Dorset Highways Team to be scheduled towards the end of October 2021.</p>	<p><b>AT</b></p>
467	<p><b>Correspondence</b></p> <p>Dorset Highways confirmed that the bollards installed outside number 17 The Orchard had not been approved and therefore have been removed. Members acknowledged that there had been increased activity in the area with several properties recently gaining planning permission for works. The increase in trade vehicles is the likely reason for residents to have installed their own bollards.</p> <p>Local resident has generously offered to fund the planting of a Copper Beach Tree (2.5 -3m) in the right hand corner of the Cricket ground. Nick Lawrie has agreed to plant and protect it.</p> <p>Fingerpost signs in 3 local locations have been refurbished – upon completion and installation, photographs of them in situ will be sent to CPRE in order to claim grant funding.</p> <p>The shop defibrillator is working and has been checked by the new local volunteer it will continue to be checked each month.</p>	<p><b>SM/Clerk</b></p>

	<p>Following the success of last year's event, the Christmas Steam Engine Xmas Extravaganza is due to take place alongside St Mary's Church hosting carols on the cricket pitch – a date still to be confirmed.</p> <p>1<sup>st</sup> Woodcutt Scouts Fireworks Extravaganza is due to go ahead this year. Plans to include the vegetation waste from the laying of the trees/hedge at the Recreation Ground to be used on the bonfire.</p> <p>(AT) highlighted recent NALC legislation encouraging the use of PC email addresses rather than personal email addresses. (AT) to investigate further.</p> <p>Matters to raise with Councillor Piers Brown: St Mary's School &amp; Bus Service communication.</p>	<b>AT</b>
<b>468</b>	<p><b>Financial Matters &amp; Expenditure</b></p> <p>The RFO circulated to members prior to the meeting a report on finances to 2<sup>nd</sup> September 2021. Bank Reconciliation for signing; List of Receipts &amp; Payments for scrutiny; Copy of Bank Statements for signing.</p> <p>Members approved unanimously the RFO Receipts &amp; Payments Report.</p> <p>Members discussed problems regarding unauthorised signatories and the need to move to on line banking as soon as possible. Clerk/CT</p>	<b>Clerk/CT</b>

Meeting Closed 21.05pm

**These minutes are to be signed by the Chairman after approval  
at the next Full meeting of the Parish Council.**

**Signed;..... 23<sup>rd</sup> September 2021**

**Sixpenny Handley & Pentridge Parish Council**

**Receipts & Payments – 2<sup>nd</sup> September 2021.**

Date	Description	Receipts	payment
02/09/2021	EDDC Rent	SO	<b>484.00</b>
02/09/2021	C Nicholson (August Salary Payment)	<b>2976</b>	<b>902.21</b>
02/09/2021	HMRC (Ers&Ees Nat Ins Apr May June)	<b>2977</b>	<b>117.39</b>
02/09/2021	Office Hire (Seated Exercise)	<b>Credit</b>	<b>40.00</b>
02/09/2021	Business reserve interest	<b>Credit</b>	<b>0.62</b>
02/09/2021	Southern Electric Unit 6	<b>DD</b>	<b>236.27</b>
02/09/2021	Southern Electric Unit 6	<b>DD</b>	<b>127.53</b>
	September Total	<b>40.62</b>	<b>1,867.40</b>

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

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