



SANDGATE PARISH COUNCIL
Minutes of a meeting of the Resources Committee held on
Tuesday 10th November at 6.00 pm

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

1. **Apologies for absence: Councillor Tracy Stephens**
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 Vanessa Reay. Seconded by: Councillor Guy Valentine-Neale.
Approved by all present.
4. **Sandgate Park:**
 - 4.1 **Multi Use Games Area:** Further damage to the fencing around the MUGA has been reported and the RFO will inspect and seek a quote for repairs.
 - 4.2 **Play equipment:** The most recent monthly equipment inspection report was circulated prior to the meeting. The RFO advised that reports were being received of adult males using the Children's play equipment. This had also been seen by Councillor Adrian Watts and the RFO during a recent joint visit to the park. There was a discussion about additional appropriate signage and the RFO was requested to arrange. The RFO had circulated a discussion paper regarding training for the Caretaker. **Councillor Adrian Watts** requested that this be deferred until the next meeting in view of time constraints. **Councillor Guy Valentine-Neale** raised the issue of users of the park walking dogs through the designated children's play areas. There was a discussion around the possibly of considering installing railings similar to those installed in Fremantle Park.
 - 4.3 **Fitness equipment:** No Issues to report.
 - 4.4 **Caretaker's report:** The most recent Caretakers report was circulated prior to the meeting.
 - 4.5 **Furniture and signage:** The RFO reported that a number of signs have recently been cleaned to remove Graffiti and that additional CCTV signage was being investigated. Councillor Lewis Whitnall suggested that we should consider reviewing the number of signs now in the park.
 - 4.6 **Dog run:** Nothing new to report.
 - 4.7 **Boules pitch:** Nothing new to report.
 - 4.8 **Car park:** No Issues to report.
 - 4.9 **Toilets:** RFO reported that our contractors continue to try and repair the broken portable toilet.

The RFO requested approval for the following expenditure:

1/ Fence repair as reported at last meeting. Option 1 was cost of £160 +VAT to replace a part of a section of fencing. Contractor felt this would make the area "weaker" security wise. Option 2 recommended by RFO is for the contractor to lift and repair the existing fencing at cost of £35 +VAT. This also saves removal of a neighbours Ivy which is growing through the fence.

Proposed by: Councillor Lewis Whitnall

Seconded by: Councillor Tim Prater

Approved by all present.

2/ Tree works at Sandgate Park. Retrospective approval sought as approved by email circulated last month. £425 + VAT.

Proposed by: Councillor Adrian Watts

Seconded by: Councillor Lewis Whitnall

Approved by all present

5. **Fremantle Park:** The RFO advised that works to the entrance slope from Enbrook Valley, the widening of the 5 a side pitch and repairs to the children's play area surface were delayed due to weather conditions during the month. The contractor has rescheduled the works for November subject to suitable weather conditions. The RFO made reference to the possibility of extending the Sandgate Park Caretaker duties so that weekly inspections of the play equipment could be made and also some provision for litter picking. This will be considered as part of the training plan for the caretaker next month.
6. **CCTV:** The RFO reported that the cameras in Sandgate Park and Golden Valley have now been installed. The high street installation was a couple of days later being started than was originally planned. The installation remains on stream for full handover/commissioning in the first week of December. The RFO reported that further works around signage and further licensing need to be completed.
7. **2020-21 Budget:** The RFO presented the financial information that had been previously circulated. The RFO reported that overall the budget forecast was being met.
8. **2021-22 Budget Forecast:** The RFO circulated the format of budget being used this year. The format being different following the installation of the Scribe financial reporting system earlier this year. The RFO was requested to arrange a meeting with **Councillor Adrian Watts & Councillor Tim Prater** to continue working on the budget. There was a general discussion that the budget should work within no more than a 2% increase on last year's precept.
9. **AGAR:** The RFO advised that our external auditors report is due this month and would need to be posted no later than the end of November. The RFO further advised that he had received one question so far from the external auditor which was around the public rights of access period.
10. **Banking/Investment:** The RFO advised that there was nothing new to report and that the standard quarterly update would be circulated in December.
11. **The Boat House:** The RFO referred to a discussion document circulated prior to the meeting which dealt with the coming expiry of the electricity supply contract. The document contained a number of pricing tariffs for consideration. The RFO was recommending that we move the contact to Bulb, a green energy supplier who were offering best value. The recommended arrangement was a variable, no notice contract which would enable a review of our overall energy requirements to be undertaken prior to other existing contracts expiring in July 2021. If possible the intention being to have a single supplier with one contract expiry date.
12. **Sir John Moore Memorial:** The RFO was due to present options for consideration for use of the site. This work had not been completed and the RFO requested a deferral until January 2021.

Proposed by: Councillor Adrian Watts

Seconded by: Councillor Lewis Whitnall

Approved by all present

Councillor Adrian Watts expressed an opinion that the site should not be used by any business that would impact on the trading of existing local business.

13. Correspondence: The RFO advised he had received a communication from our water suppliers' business stream reporting that the water meter for the Library appears to have been broken for 2 years.

14. Information: The RFO apologised that a matter had been raised following the publishing of the meeting Agenda. The Parish Clerk had arranged to have our supply of Christmas Garlands tested and as anticipated a number need replacing, 20 which are no longer working. We also need to replace 5 electrical packs. Total cost is £1083.71 +VAT. Our overall Budget for Christmas lights is £6k which includes provision for these replacements. RFO recommends expenditure is made. Councillor Tim Prater advised that prior experience has shown that around 30% of the garlands fail each year and this is allowed for within the budget set and that the garlands are used in Sandgate High Street only.

Proposed by: Councillor Adrian Watts

Seconded by: Councillor Lewis Whitnall

Approved by all

15. Date of the next meeting: Tuesday 8th December at 6pm

The meeting ended at 7.03 pm.

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Signed by the Chairman, Resources Committee

Date.....