



**SANDGATE PARISH COUNCIL**  
**Minutes of a meeting of the Resources Committee held on**  
**Tuesday 9<sup>th</sup> February at 6.00 pm**

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

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1. **Apologies for absence: Councillor Lewis Whitnall**
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 Guy Valentine-Neale Seconded by: Councillor Tracy Stephens.**  
**Approved by all present.**
4. **Sandgate Park:**
  - 4.1 **Multi Use Games Area:** The RFO advised that a different repair method had been trialled on a section of the MUGA fencing which had given a good quality and appeared a more durable repair.
  - 4.2 **Play equipment:** The initial quarterly inspection had recently been undertaken on the replacement children's play tower.
  - 4.3 **Fitness equipment:** It was noted that there was a problem with mud below some of the equipment and the RFO was requested to discuss options with our Contractors and report back to the Committee.
  - 4.4 **Caretaker's report:** The most recent Caretakers report was circulated prior to the meeting. The RFO commented about damage to one of the picnic benches. There was a discussion about looking at replacing/adding to the number of benches and this would be explored when funds were available.
  - 4.5 **Furniture and signage:** RFO advised that he was waiting for quotes for additional CCTV signage.
  - 4.6 **Dog run:** There was nothing new to report
  - 4.7 **Boules pitch:** There was a discussion regarding a quote for additional works to the pitch and the RFO was requested to contact the Boules Club to confirm the materials they had previously specified and revert at the next meeting when the costs of the works would be considered further.
  - 4.8 **Car park:** RFO advised that feedback had been received that the Car Park was being used for possibly anti-social behaviour and that this had been reported to Jess Harman at FHDC and the Police.
  - 4.9 **Toilets:** RFO advised that our Contractors have confirmed that both portable toilets are now working. RFO will arrange to have them returned to the Park once COVID restrictions permit. A servicing arrangement will need to be put in place once they are installed.
5. **Fremantle Park:** RFO advised that FHDC had confirmed that they are happy to install a second rubbish waste bin in the park towards the entrance from Enbrook Road but have requested that we meet the annual clearance costs of £94.23. We have requested that consideration be given to waiving this cost and a response is awaited from FHDC. The RFO further advised that our grounds maintenance contractors have been requested to complete the children's play area surface repairs by the end of March subject to weather permitting. The costs of these repairs are £620 +VAT.  
**Councillor Adrian Watts** made very favourable comments about the works that had been undertaken

recently by Leonie Wootton and the Incredible Edibles Team in the park.

6. **CCTV.** The RFO reported that CCTV system was now fully installed, operational, that the Contractor had installed additional equipment to improve system access for us and had met all terms of the contract agreed. It is anticipated that the final invoice will be received very shortly which will be recommended for settlement. Once this is done the RFO will submit a request to the FHDC High Street fund for the £3,500 grant approved previously. The Parish Chairman will also be seeking £1,500 contribution for the additional cameras installed at the request of the Sandgate Society. The RFO recommended that on settlement of the final invoice that the £5,250 be released into General Funds. CCTV Reserves.

**Proposed by: Councillor Tim Prater Seconded by: Councillor Guy Valentine-Neale. Approved by all present.**

The RFO further reported that a revised quote for the system maintenance had been received which is recommended for acceptance. The annual maintenance cost is £1,650 which is payable quarterly in advance. This is within the £2k budget figure for the current year and £1,800 in next year's budget

**Proposed by: Councillor Tim Prater Seconded by: Councillor Tracy Stephens. Approved by all present.**

7. **2020-21 Budget:** The RFO had previously circulated the usual very detailed monthly information pack. The RFO reported that excluding non-budget items we are running in line with the current year's budget forecast. Councillors made very favourable comments about the quality of the financial information being produced following installation of the Scribe Management accounting system last year. The RFO was requested to include an agenda item for the next meeting to ensure that a review is undertaken of Reserves prior to the current financial year end.

8. **Incredible Edible/Community Garden initiatives – Donation to be considered: Councillor Adrian Watts** advised that these funds were no longer required at this time.

9. **Community Business Imitative:** This item was covered within item 10

10. **Sir John Moore Memorial:** There was a discussion regarding possible uses for the site which would be subject to further consideration much later on in the year.

11. **Correspondence:** The RFO apologised that a couple of quotes for possible works were being dealt within this part of the agenda. There was a discussion regarding possible repair works to the Rowing Boat at Battery Point at cost of £400. **Councillor Adrian Watts** suggested that less work could be undertaken at less cost and it was agreed that the RFO would speak with **Councillor Adrian Watts** regarding this the following day. There was discussion regarding the cost of replacing the Village Sign that previously hung from the Beacon at the Sir John Moore Memorial. The sign had been broken from its mountings following Children being assisted by Adults to swing from the sign. The RFO reported that a quote to replace the Sign, which was cheaper than trying to repair it, was £635 + VAT. The RFO recommended that the matter be deferred for further consideration later on in the year if there were funds available within next year's very tight budget. **Councillor Guy Valentine-Neale** made comment about the general condition of the Beacon and the RFO was requested to obtain a quote to have it maintained/painted which would be considered at the next meeting.

The RFO reported that a communication had been received from HSBC requesting that we update background information held for the Parish and some Councillors. The RFO will contact Councillors as required for assistance.

- 12 **Information:** The RFO reported that he was having issues extracting the Parish Council from an energy arrangement with BES our current supplier. The RFO reported the steps he was taking to overcome the difficulty.

**13. Date of the next meeting: Tuesday 9<sup>th</sup> February at 6pm**

The meeting ended at 7.14 pm.

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Signed by the Chairman, Resources Committee

Date.....