

SANDGATE PARISH COUNCIL Minutes of a meeting of the Resources Committee held on Tuesday 14th September at 6.30 pm

Present: Chairman Councillor Tim Prater

Councillors Guy Valentine-Neale and Lewis Whitnall

Clerk/RFO Simon Horton

1. Election of Chairman for the meeting. Councillor Tim Prater was appointed as Chairman of the meeting in the absence of Councillor Adrian Watts.

Proposed by Councillor Guy Valentine-Neale

Seconded by Councillor Lewis Whitnall

- 2. Apologies for absence: Councillors Adrian Watts, Michael Fitch, Tracy Stephens and Vannessa Reay
- 3. **Declarations of Interest:** None
- **4. 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 Lewis Whitnall Approved by all present.

- 5. Sandgate Park:
 - **5.1 Multi Use Games Area:** There was nothing new to report.
 - **5.2 Play equipment:** The August inspection report had been circulated prior to the meeting and there was nothing to add.
 - **5.3 Fitness equipment:** There was nothing new to report.
 - **5.4** Caretaker's report: The most recent Caretakers report was circulated prior to the meeting
 - **5.5 Furniture and signage:** There was nothing new to report
 - **5.6 Dog run:** There was nothing new to report.
 - **5.7 Boules pitch:** There was nothing new to report.
 - **5.8 Car park: Councillor Tim Prater** mentioned a dialogue with a local Architect concerning possible temporary use of a couple of car park spaces for a 4 week period
 - **5.9 Toilets:** The RFO reported that arrangements had been made to remove the portable toilets at the end of September.
- **6. Fremantle Park:** The RFO advised that he understood the additional rubbish bin would be installed prior to the end of this month.
- **7. 2021-22 Budget:** The RFO had previously circulated the usual very detailed monthly information pack. There were no questions.
- **8. Energy Contracts:** There was a discussion regarding the information that the RFO had circulated prior to the meeting. It was agreed that the RFOs recommendation be adopted and that Utility Aid be appointed.

Proposed by: Councillor Tim Prater Seconded by: Councillor Lewis Whitnall Approved by all present

- **9. AGAR 2020/21 External Auditors report:** The RFO had circulated the report prior to the meeting. The report contained no matters for consideration. The report should be considered for approval by Main Council. The Committee expressed its thanks to Simon Horton for the clean report.
- **10. Deputy Parish Clerk/RFO Resignation.** The Committee expressed its thanks to Simon Horton for the work that he undertaken during the past two years. There was a discussion regarding the process being adopted to deal with advertising for a replacement. A revised job description had been agreed and advertisement drafted ready for publication. The advertisement of the role would be subject to approval by main council on 21st September. **Councillor Tim Prater** opined that the role should be advertised prior to main council approval as there is a need to have a replacement Deputy Clerk /RFO in place as soon as possible. In the unlikely event that main council did not approve advertising the role the advertisement could be withdrawn.

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

It was noted by the Committee that **Councillor Adrian Watts** had kindly offered to undertake at nil cost some of the Deputy Parish Clerk/RFO duties for a temporary period pending appointment of a replacement. During this period **Councillor Adrian Watts** would not act as Chairman of the meetings of the Resources Committee.

- **11. Correspondence:** The RFO advised there had been a communication from HSBC regarding a charge of charges policy and that **Councillor Tim Prater** had been requested to speak with HSBC about the communication.
- **12. Information:** The RFO advised that autumn planning of the new flower bed at Battery Point had been added to the planning schedule at cost of £236.17.

13. Date of the next meeting: Tuesday 26 th October at 6:30pm	
The meeting ended at 7.15 pm.	
	Date

Signed by the Chairman, Resources Committee