

Report of the Finance and General Purposes Committee to the Parish Council

The Committee met at 7.45 pm on **Tuesday 4th May 2010** in Committee Room 1 at the Parish Hall in Great Baddow. Councillor Mrs C Shaw chaired the meeting.

Present: Councillors Mrs C Shaw, A Sosin, T Miller, Mrs V Sadowsky, G Jarvis, Mrs D Ronaldson and K Ronaldson

In Attendance: The Clerk of the Council

056/10 Apologies for Absence

There were apologies for absence from Cllr S Martin.

057/10 Declaration of Interests

There were no declarations of interests.

058/10 Public Question Time

There were no members of the public present.

059/10 Minutes

The minutes of the meeting held on 6th April 2010 were signed as a true record, with the following amendment; to Item 018/10, the words 'Cllr Mrs M Miller' to be deleted and replaced by 'Cllr T Miller'. Proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs D Ronaldson.

060/10 Clerk's Report

1. Fence in Noakes Place at the end of Foxholes Road

The Clerk reported that a quote had been received from Does to replace the fence and it will be in the region of £2000.00. Part of the existing fence has recently been vandalised. Due to staffing shortages, the damage has been cleared up but repairs cannot be affected straightaway. These will be undertaken as soon as it is possible.

2. Parish Hall

Enquiries have been made of Chelmsford Borough Council, who have confirmed that whilst no planning permission will be needed to install the double-glazing at the rear of the hall, Building Control will need to be consulted. The Clerk was unable to speak to anyone recently but will make attempts to contact someone as soon as possible.

The office has been contacted by Kaba, who were chasing payment of the invoice for the work on the new security doors. The Credit Control Department was informed about the dispute that has been raised by the Council about the sub standard handle. A Kaba representative telephoned the office shortly afterwards to confirm that a new handle is being dip-coated and as soon as that has been done, it will be installed.

3. VAT Claim

The Clerk advised that the VAT claim has been made.

4. Roof at the CA Millennium Centre

Cllr A Sosin reported that he had recently seen work being carried out to the CA Millennium Centre. The Clerk said that she would check with the Community Association to see if the work has been completed.

5. Outdoor Gym

Cllr T Miller asked if an application had been submitted to Awards for All for a grant towards the Outdoor Gym. The Clerk said that no application has been submitted yet. Cllr Mrs C Shaw told the meeting that she has recently found some information about concrete table tennis tables and that she would try and find out more about these.

6. Bowling Green

Cllr T Miller asked about any progress on the lighting issues at the bowling green. The Clerk confirmed that the supply is to be taken from the clubhouse. It was also confirmed that lighting can be erected under permitted

development if it is under a certain height. This will need to be checked and possibly be referred back to the Council to consider the issue of whether a consultation with the neighbours should take place.

061/10 Financial Transactions

The total income for April 2010 was **£172761.32** (£172529.67 Net) and expenditure for May 2010 was **£33180.67** (£31972.68 Net). This latter figure took into account a cancelled cheque number 007884, which the Clerk told the meeting had been written in error because the invoice had already been paid. With this amendment, these were proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs V Sadowsky.

The Clerk reported that the direct debits had not been added to the total payments and so an amended sheet would be issued next month.

Cllr A Sosin asked about the new SIBA account and the Clerk reported that the paperwork has been sent to the Business Manager but the account has not yet been opened.

062/10 Internal Audit

The Internal Auditor's Interim 2009/2010 Report had been received and circulated prior to the meeting. There were no issues raised and so the report was noted.

063/10 Insurance

The Clerk had circulated a copy of the insurance proposal for 2010/2011 prior to the meeting. Copies of asset lists were circulated at the meeting. Several issues were raised that the Clerk was asked to refer to the insurance company.

It was agreed that a proposal for an increased Fidelity Guarantee would be requested. It was also confirmed that the increased age limit was not applicable.

064/10 Asset Register

The Clerk told the meeting that due to time constraints, the amendments to the asset register had not been made and the matter was referred to the Council meeting on 10th May 2010.

065/10 Bell Centre Youth Club

The Clerk had circulated a report prior to the meeting, which was discussed. It was agreed to refer the matter to the Council meeting on 10th May 2010.

066/10 Recreation Ground

The Essex Youth Bus workers have requested a change in frequency of visits and times of visits to the Recreation Ground by the Youth Bus. It was agreed that the visits can be weekly between 6.00 pm and 8.15 pm. This will be subject to any representations that may be received from the Great Baddow Community Centre about the usage of the car park, at which time the matter may be reviewed.

067/10 Parish Hall

At the Parish Hall Committee meeting on 29th March 2010, a recommendation was made that a penalty for the misuse of the fire doors in the main hall should be introduced. After discussion, it was proposed by Cllr Mrs D Ronaldson and seconded by Cllr K Ronaldson that a penalty of £20.00 will be introduced for the improper use of the fire doors in the Parish Hall, which results in the seals being broken. This penalty will apply to each exit.

068/10 Parish Hall Roof

Following further leaks in the main hall, Cllr B Heelis had given the office contact details for a roofing contractor. The contractor had visited the hall and inspected the lead box gutter on the roof and had found that a temporary repair using bitumen had failed. He had given a quote for two options for repair. It was proposed by Cllr Mrs C Shaw and seconded by Cllr T Miller that

Option 1 at £980.00 should be carried out. In the contractor's opinion, this repair option should last a lifetime.

069/10 Dog Waste Bin in Vicarage Lane

Following the recent installation of a dog waste bin at the entrance to Bridleway 29, near the Lawn Cemetery, a request had been received from a resident to move the bin, as it had been placed in full view of a dining room window. It was proposed by Cllr A Sosin and seconded by Cllr T Miller that the Council agrees to fund the re-siting of the dog waste bin and that in future, no street furniture will be installed unless the site has been agreed by the Parish Council.

070/10 Matters for Information

- Cllr K Ronaldson reported that he had attended a Passenger Transport representatives meeting this morning, where the matter of a direct bus route to Broomfield Hospital had been raised. It had been confirmed that the bus companies will only run routes that are commercially viable. However, a letter from the Parish Council will be carefully considered.
- Cllr Mrs C Shaw reminded those present about the surgery on Saturday morning, 8th May 2010.

It was resolved under the Public Bodies (Admission to Meetings) Act 1960 to close the meeting to the public and press for the following items.

071/10 Noakes Place

The Clerk reported that a meeting has been arranged with officers from Chelmsford Borough Council for 18th May 2010.

072/10 Cricket Practice Facility

- The Clerk had circulated a letter from the Parish Council's solicitors relating to the draft licence prepared by Great Baddow Cricket Club for the All Weather Practice Facility. It was noted that the solicitor had not made any charge for this preliminary advice but had indicated that a fee in the region of £750.00 would be required to prepare a licence and take it to completion. This would be reviewed however, should the matter become long and drawn out. It was also noted that professionally drawn plans would be required and that these will incur surveyor's fees.

In view of the solicitor's letter, the Clerk had also circulated a report containing further points to be communicated to the Cricket Club, in reply to the draft licence. These were discussed and it was agreed that a reply incorporating these points will be sent to the Cricket Club, with a note of the indication of the solicitor's charges and possible surveyors fees.

There being no further business the meeting was closed at 9.45 pm.

Signed.....Chairman.....Date