

**REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD ON 10 OCTOBER 2017 IN OLD MILL HALL, GROVE**

Present: Cllr J M Stock (Chairman) Cllr T Fraser
Cllr W R Ackers Cllr F D Parnell
Cllr W Evans

Clerk: Mr G M Mundy

1 Apologies for absence

Apologies had been received from Cllrs S K Dexter, K Jones and J E Nunn-Price.

2 Declarations of Interest

No declarations were given at this time.

3 To sign the report of the previous meeting held on 18 July 2017

It was **MOVED** the Chairman and **RESOLVED** unanimously

“that the report be signed as a true record of the meeting”

4 Matters arising from the report

- Clerk
- (a) Minute 4(a) – Banking arrangements. The Clerk informed the committee that he has not yet completed this task.
 - (b) Minute 5(a) – Windows. The Clerk informed the committee that this matter will be discussed under item 5(a) on the agenda.
 - (c) Minute 7 – Parish Council reception. The advised the committee that all invitations from this committee to the annual Council reception have been sent out.
 - (d) Minute 8 – Standing Orders. The Clerk advised the committee that Full Council approved the amendments to Standing Orders, which are in the process of being distributed to all members.

5 Old Mill Hall matters

- (a) Draft plan from the Council’s architect regarding new windows for the Patrick Little Hall. The Clerk informed the committee that in consultation with the Chairman of the Old Mill Hall Management Committee (OMHMC), he had asked a local architectural designer to produce a set of plans for the replacement of the windows in the Patrick Little Hall. The plans were distributed amongst those attending and discussed.

The Clerk informed the committee that rather than brick up the windows to a height of 1m with new windows installed on top of the brick work, the architectural designer had drawn up plans for the replacement of the windows on a ‘like for like’ basis because of the following reasons:

- Prohibitive cost of using different materials
- Managing three different trades can cause delays complications and delays
- Issues over security of the hall over a protracted period

The Clerk said that the architectural designer has said that the works can be achieved in two days (at worst 3 days) by a commercial glazing company and would cost less than £20k.

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The Clerk added that he had also been advised by the architectural designer that planning permission would have to be sought if the Council still wanted to part brick up the windows, and planning permission is not always guaranteed. Cllr Parnell said the Parish Church had to obtain permission from their own insurers because of security issues around the part bricking up of the windows in the Church Rooms.

The Clerk informed the committee that funding for this project has been secured through s106 receipts from a local development (Bellway Homes/Monks Farm) and the receipt of the s106 monies is expected on or around 3 November 2017.

Following a discussion, it was **MOVED** Cllr Fraser **SECONDED** Cllr Parnell and **RESOLVED** unanimously

Clerk

“to recommend to Full Council to accept the plans and proceed with the windows installation subject to the tender process provided by the Council’s architect and subject to the s106 funds being received by the Parish Council”

- (b) Discuss and consider taking over land surrounding Old Mill Hall for the purposes of proper maintenance and landscaping. The Clerk informed the committee that the land to the front and to the south of the Hall is currently owned and maintained by the Vale Academy Trust. He said that the Council’s own maintenance staff had the skillset to maintain the land properly and this would enhance the appearance of Old Mill Hall.

Following a discussion, it was **MOVED** Cllr Fraser **SECONDED** Cllr Ackers and **RESOLVED** unanimously

Clerk

“to write to the Vale Academy Trust with a view to taking over the grassed areas to the front and South of Old Mill Hall”

- (c) Maintenance of the Millbrook School car park. The clerk informed the committee that all of the lights in the School car park were broken and it is believed that they will be fixed during the forthcoming half term.

Cllrs felt that this was a Health and Safety issue (as described in the Health and Safety Officer’s report), especially as there is a public footpath leading up to and to the side of the car park. The Clerk also informed the committee, that because he has not received an invoice from the Vale Academy Trust for the last two years he has not paid the Council’s portion of the maintenance fees.

Following a discussion, it was agreed that the Clerk write to the person responsible for the Primary School sites and to the Chief Executive of the Vale Academy Trust requesting that due to Health and Safety the car park lights are repaired as soon as possible.

Clerk

- (d) Future of the Old Mill Hall Management Committee (OMHMC). The Clerk informed the committee that this item was on the agenda at the request of Cllr Chown. He added that Cllr Chown felt that in his opinion, the OMHMC was no longer required because the management of the Hall is being managed by the Clerk and the Hall Manager.

The Clerk said that whilst the day to day function is by the Clerk and the Hall Manager it was useful to have hall hirers/members of the public represented on the committee, so they could voice their opinion.

Clerk

Following a discussion, it was agreed that the Hall Manager write to the regular hirers and ask them if the OMHMC was less formal would they attend and participate in meetings.

Clerk

It was also agreed that the income and expenditure of the hall would be received at this committee as well as the OMHMC when they meet.

6 Health and Safety Officers report (HSO)

The Health and Safety Officer's report was noted.

7 Quotes for the following items of machinery

The Clerk informed the committee that he has applied for and has been assured by the District Council that s106 monies totalling £29,339.89 will be available for the following items of machinery arising from the Gallagher Estates Ltd and Gleeson Homes development at Monks Farm. He added that the funds are expected to be transferred into the Parish Council's account on or around 3 November 2017.

- (a) Stiga 'ride on' lawn mower. The Clerk informed the committee that he has obtained a quote from LJ Cannings for a Stiga lawn mower (with rear discharge facility) at a net cost of £23,450 as a replacement for one of the Kubota mowers.

He said that the mower has the capability of cutting longer grass, even in wet weather.

- (b) Wessex STC – 120 Scarifier/collector. The Clerk also informed the committee that he has obtained a quote from George Browns Ltd for a Wessex STC-120 scarifier/collector at a net cost of £6,625. He said that this new piece of machinery will remove the dead thatch from the sports fields (current machine is not good enough) and will also collect dead leaves from widened footpaths. He added that it will also collect dead wild flower cuttings following their blooming season.

Following a discussion, it was **MOVED** Cllr Stock **SECONDED** Cllr Ackers and **RESOLVED** unanimously

Clerk

“to recommend to Full Council that the quotes are accepted subject to the s106 funds being received from the District Council”

8 Chairman's Urgent Communications

- (a) Grove Airfield Development. The Clerk informed the committee that he has received an email from Chris Minors (Persimmon Homes Wessex) that the application for reserved matters the first phase of the residential development has been submitted to the local planning authority (LPA). He added that the reserved matters application for the first two infrastructure phases will also be submitted in the coming days and it was hoped that these applications will be considered by Full Council on 24 October 2017.
- (b) King Alfred's Academy (West site). The chairman informed the committee that whilst she was in attendance at an awards ceremony she had heard that the 'dome' located at West site is to be pulled down and new sports hall built in its place.

9 Confidential matters

It was **MOVED** the Chairman and **AGREED** in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972

“that the press and public be excluded from the meeting to permit the committee to consider the confidential items.”

The meeting closed at 8.15pm

Confirmed: 21 November 2017

Chairman