

HADLEY AND LEEGOMERY PARISH COUNCIL
Minutes of a meeting of the Finance and General Purposes Committee
held on the 20th September 2011, commencing at 7.00 p.m.

232/11 PRESENT

Councillors J Smart (Chairman), R G Dickens (Vice-Chairman), A Bentley, H P Dickens, M D Grindrod, G I Moore, L A Savage and M J Smith.

Clerk to the Council: Colin Potts.

233/11 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors W A M McClements and A Twyford.

234/11 DECLARATIONS OF INTERESTS

There were no declarations of interests.

235/11 COMMENTS BY MEMBERS WHO HAVE DECLARED PREJUDICIAL INTERESTS, AND BY MEMBERS OF THE PUBLIC, IN RESPECT OF ITEMS LISTED IN THE AGENDA ONLY

No members of the public were present. No matters were raised.

236/11 MINUTES OF LAST MEETING

RESOLVED that the minutes of the meeting of the Committee which was held on the 19th July 2011 (previously circulated) be confirmed and signed by the Chairman.

237/11 BUDGET MONITORING

The Committee **reviewed** a budget comparison report in respect of the Council's budget for 2011/12. There were no matters arising.

PLANNING**238/11 Permissions granted (for information only)**

The Committee **noted** that Telford and Wrekin Council has granted permission in respect of the following:

1. TWC/2011/0606 – single storey side and rear extension, 6 Woodpecker Close, Leegomery, Telford.
2. TWC/2011/0656 – single storey rear extension, 169 Hadley Park Road, Hadley, Telford.

GRANTS

The Committee noted that the budget provision for grants for 2011/12 is £5000.00, of which £1950.00 had been spent leaving a balance of £3050.00.

Applications for consideration

239/11 RESOLVED that the Council in accordance with its powers under section 137 of the Local Government Act 1972, should make the following grant which, in the opinion of the Council, is in the interests of the area or its inhabitants and will directly benefit them in a manner commensurate with the expenditure:

Wellington Cottage Care Trust	£100.00
-------------------------------	---------

240/11 The Chairman of the Committee proposed that in respect of a grant application by Telford Sea Cadets a grant of £1000.00 be made, and that to fund the grant the sum of £1000.00 is vired from the general fund reserve to the Grants budget heading in order to maintain sufficient provision to meet the demand for grants in the remaining six months of the current year. The Sea Cadets are raising funds towards the cost of a new roof for their headquarters. Members supported the proposal and it was

RECOMMENDED that the sum of £1000.00 is vired from the general fund reserve to the Grants budget heading and that a grant of £1000.00 is made to Telford Sea Cadets (*s.19, Local Govt. (Misc. Provns.) Act 1976*).

241/11 Thanks for grants previously made (for information only)

The Committee **noted** that thanks for grants previously made have been received from:

Friends of Apley Woods
S.T.A.B.L.E.
Listen & Care Self Help Group

PAYMENT AUTHORISATIONS AND APPROVALS

242/11 Expenditure for ratification

RESOLVED that expenditure incurred on behalf of the Council under the terms of Financial Regulation 3.4 as detailed below is ratified:

Amount Excl VAT	Details
£14.50	Ultravend hygiene Services – toilet rolls CFCC <i>(s.19, Local Govt. (Misc. Provns.) Act 1976)</i>
£9.16	Creativity Unleashed – CD of Remembrance service organ music <i>(s.111, LGA 1972)</i>

243/11 Payments for ratification and approval

The Committee reviewed a list of payments to be made. Councillor J Smart had verified against invoices etc. the cheques to be drawn and payment authorities to be signed.

RESOLVED that

(1) the drawing of cheques numbered 302062 to 302074, six payments in respect of salaries by BACS, and direct debits in favour of Titan Telecommunications, Severn Trent Water Ltd. and Telford & Wrekin Services Ltd., all payments totalling £8434.11 and as detailed in an approval list submitted, is authorised.

(2) Councillors R G Dickens and L A Savage are authorised to sign the authorities for payment and the cheques to be drawn.

244/11 WINTER SERVICE – GRIT BINS

The Committee considered proposed locations for additional grit bins.

RESOLVED that the purchase of two additional grit bins at a cost of £140.00 each for the following locations is authorised:

- Roundabout at junction of Shoveller Drive and Teresa Way
- Junction of Chichester Drive and Leegate Avenue

CASTLE FARM COMMUNITY CENTRE – REPLACEMENT OF TABLES, “COMMITTEE” CHAIRS AND BAR CARPET

The Committee received a report and quotations in respect of the above, for which budget provisions have been made in the current financial year (*s.19, Local Govt. (Misc. Provs.) Act 1976*).

245/11 Tables:

RESOLVED that the purchase of 23 large and 6 small meeting room tables at a total cost of £1163.50 from West Mercia Supplies, being the lowest price of three alternative suppliers examined, is authorised.

246/11 Chairs:

RESOLVED that the purchase of 12 upholstered meeting room chairs, 6 of which to include optional arms, at a total cost of £563.40 from Rosehill Furniture Group, being the most suitable product and representing best value of three alternative suppliers examined is authorised.

247/11 Disposal of old items:

RESOLVED that the existing tables and chairs, having no residual value, being replaced by the purchases detailed above are disposed of in the most cost effective way.

248/11 Carpet:

The Committee was informed that three suppliers had been invited to submit quotes for the replacement of the carpet in the bar lounge. Each had made slightly differing recommendations and the prices quoted ranged from £450.00 to £655.00 excluding VAT. However, the lowest was discounted because it was in respect of a gel backed carpet adhered to the sub-floor which had been recommended by the supplier. The Committee was of the view that a good quality carpet and underlay is required. The quotations were based on a 3 metre width carpet but there is a wider selection of carpets available in a 4 metre width, and with the required width to fit the bar lounge being approximately 2.6metres it was suggested that there would be sufficient carpet in a 4 metre width to enable the stairs in the community centre to be re-carpeted as well (this carpet is also in need of replacement). It was therefore decided that the Clerk should be authorised to purchase the most suitable quality carpet to fit both the bar and stairs.

RESOLVED that the Clerk is authorised to arrange for the supply and fitting of suitable carpet to the bar lounge and stairs at Castle Farm Community Centre within a maximum budget of £1000.00.

249/11 NOTICE BOARDS

The Committee **considered** different styles and designs of notice board for the following locations:

- Leegomery Centre
- Castle Farm Community Centre (main parish notice board)
- Hadley Cemetery

It was agreed that for the main Parish notice board at Castle Farm Community Centre a product manufactured from Man Made Timber (MMT) would be the most suitable, taking account of the deterioration seen in the current real wood item. It was also agreed that for the notice boards to be placed at Leegomery Centre and the Cemetery either steel or aluminium would be the most suitable material. In view of the urgency to replace the main parish notice board before winter weather sets in, the Committee asked the Clerk to obtain quotations for a suitable item in MMT for approval at full council on the 4th October. In respect of the other two locations, quotations will be obtained but a decision deferred until the Clerk has attended an open day for local authorities in November where a range of products will be shown.

250/11 YOUTH PROJECT

RESOLVED that the Youth Engagement Officer is authorised to undertake detached outreach work in the local area to encourage more young people to take advantage of the range of provisions and facilities available, and that any additional hours worked will be agreed with the clerk and paid as additional hours up to 2 hours per week.

251/11 ENVIRONMENTAL IMPROVEMENTS

The Clerk gave an update on progress with arrangements for planting schemes being funded by the council. This will involve planting around the council's boundary and locality signs, and specific larger areas bordering highways in the parish. Options were discussed for the ongoing maintenance of the eight planters located in High Street, Hadley and it was agreed that the most cost effective and sustainable solution will be to plant a selection of small shrubs with a small area in each filled with summer and winter bedding. This can be arranged by the Clerk under existing delegation arrangements. Plans are also being made to rebuild the wooden planters located at the Princess Royal Hospital in brick. Blockleys Brick Ltd will donate the required bricks. Again this will be a sustainable solution for the long term.

252/11 COMPLAINTS DEALT WITH IN ACCORDANCE WITH POLICY

The Committee **received** a report in respect of three complaints dealt with in accordance with the council's complaints policy. These were unrelated to each other and in each case did not require any further action.

RESOLVED that the report is noted and that the actions taken are ratified.

The meeting closed at 8.10 p.m.