MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held at Church End Lower School, Church Walk, Marston Moreteyne on Tuesday 3rd March 2020, commencing 7.30pm.

Present: Parish Councillors: Peter Neale (Chairperson) Hugh Roberts, Mrs Janice Green & Robert Morris

In attendance: Officer: Mrs Hazel Trustam – Parish Clerk

20/03/074 **Apologies for absence**
Apologies for absence were received from Cllr Mrs Carole Yates & Ted Pilbeam. Reasons given.

20/03/075 **Declarations of interest**
No matters of interest were declared.

20/03/076 **Dispensation Requests**
No requests had been submitted.

20/03/077 **Public Participation**
No matters were raised.

20/03/078 **Minutes of meetings**
It was resolved to approve as an accurate record of proceedings, the minutes of Marston Moreteyne Finance & General Purposes Committee held on Thursday 6th February 2020. Proposed Cllr Mrs Green, seconded Cllr Roberts. Agreed.

20/03/079 **Matters arising from the minutes**
17/04/167 Community Emergency Plan: Cllr Neale and parish clerk to collate a list of community buildings and contacts.
18/10/426 Play/Skate Park Areas: Collate a list of repairs and obtain costs from CPM Playgrounds for consideration.
20/01/019 Cemetery pedestrian notice: It was agreed to ask Cllr Banks if he might be able to replace it the backing board for the notice.

20/03/080 **Income & Expenditure report for all cost centres for 2019/20**
Resolved to receive and approve Income & Expenditure report for all cost centres for 2019/20 to date. No further comments received

20/03/081 **Invoices for payment**
A list of receipts and payments was circulated. **It was resolved** to approve the following invoices for payment. Proposed Cllr Mrs Green, seconded Cllr Morris. Approved.

Andrew Lawrence	March edition diary delivery	£ 403.20
Copykatz Ltd	Jan & Feb edition diary printing	£ 384.00
Bedford Borough Council	Feb payroll incl payroll provision charge	£ ** DD
Warners of Bedford	Grass cutting, Litter pick & bin emptying	£ 1728.00
Anglian Water Business (National) Ltd	Cemetery water supply (12.11.19 to 11.2.20)	£ 12.07
Anglian Water Business (National) Ltd	Allotment water supply (13.11.29 to 1.3.20)	£ 14.43
CPM Playgrounds Ltd	Operational play inspections 19.2.20	£ 110.40
Marston Moreteyne Playing Field Committee	5th application for the release Of S106 funding for sports pavilion extension	£17,620.00

Income
Allotment rents £175.00

*(** Note: Salary/expense payments are excluded from publication due to protection by the Data Protection Act).*

20/03/082 **Bank reconciliation statements**.
Resolved to receive and approve bank reconciliation statements up to 31st January 2020. No further comments received.

20/03/083 **Play/Skate Park Areas**

Operational inspection reports were received from CPM Playgrounds Ltd and circulated to members. Inspection took place on 19th February 2020. CPM Playgrounds had quoted for required repairs. It was resolved that the following repairs/maintenance work be authorised:

Play Equipment	Work to be undertaken	£ Cost
Bedford Road Play Area		
Slide climber/multiplay	Replace bolt in leg, smooth rough edges and treat wood	£65.00
Junior Multi play unit	Replace fixings/clamps where required	£60.00
Nest swing	Remove top bar and make safe	£35.00
Skate Park: 0.6m Volcano	Repair hole in concrete	£30.00
Skate park ramps	Recoat paint on ramp surfaces	£380.00
Lower Shelton Play Area		
Spica Spinner	Supply and fit new platform	£350.00
Supernova	Refit anti finger entrapment ring	
	Total Cost	£890.00 + VAT

The operational report highlighted two significant expenditure requirements:

a) Proludic Nest Swing: The top bar needs replacing, and the bearings are worn. The basket swing has been removed for safety purposes. Supply and fit a new top bar would cost £2,650.00 + VAT.
b) Tall Pedestal Slide: All panels are absorbing water. Replacement cost £2,800.00 + VAT.

The clerk advised that it might be more cost effective to replace the affected play pieces rather than repair. It was agreed that repair costs be compared to costs for replacing the above items. Clerk to obtain quotations for replacement and potential availability for grants.

20/03/084 **Asset register**

The asset register was reviewed. No purchases/disposals had taken place during the 2019/20 financial year. **It was resolved** to submit the asset register to full council for approval.

20/03/085 **Risk Assessment**

A copy of the document had been circulated and was reviewed. Amendments were agreed. It was resolved to submit the document for consideration by full council.

20/03/086 **Finance Correspondence**

The clerk read out a letter from an allotment tenant explaining the reasons behind the digging of a trench which had exposed the water pipe to the water troughs. After further discussion, **it was resolved** that the connection of the water tank by the tenant to the existing pipework is not authorised and that the tenant be notified of the decision and requested to fill in the trench.

20/03/087 **Public Bodies (Admissions to Meetings) Act 1960, s1(2)**

Members discussed with the clerk, the reasons behind discussing the access license in closed session. After hearing the clerk's opinion, members resolved not to discuss the following matter in closed session.

20/03/088 **Access License**

The applicant's email was read out to members of the committee. It was resolved to recommend to full council to reduce the annual rental to £50.00 but that the legal documentation must be signed by 21st April 2020.

There being no further business to transact, the meeting was closed at 8.30pm.