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 6th June 2017, commencing 8.00pm.

Present: Parish Councillors: Peter Neale (Chairman), Mrs Janice Green, Robert Morris, Terry Hyde & Mrs. Carole Yates
Officer: Mrs Hazel Trustam – Parish Clerk

17/06/257 Election of Chairman
It was resolved: that Cllr Peter Neale be re-elected as chairperson of the Finance & General Purposes Committee.

17/06/258 Election of Vice Chairman
It was resolved: that Cllr Mrs Janice Green be re-elected as vice -chairperson of the Finance & General Purposes Committee

17/06/259 Apologies for absence
Apologies for absence were received from Cllrs Hugh Roberts & Katie Nagel. Reasons given were noted.

17/06/260 Declarations of interest
No declarations were made.

17/06/261 Dispensation Requests
No requests had been submitted.

17/06/262 Public Participation
No matters were raised.

17/06/263 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 Tuesday 2nd May 2017.

17/06/264 Matters arising from the minutes
17/02/69 Village Christmas Decorations. Views from the RBL still need to be sought re siting adj the war memorial. Clerk to arrange a meeting with Andy Muskett to discuss electricity provision.
17/03/117 Millennium Floodlighting: Awaiting quote from A. Muskett for costs to install a separate floodlight meter and replace bulbs with LED type.
17/04/161 Bedfordshire Police – vandalism issues: No further information available.
17/04/167 Community Emergency Plan: Cllr Neale and parish clerk to collate a list of community buildings and contacts.
17/05/210.1 Roundabout replacement: The clerk reported that there had been a delay in delivery by the supplier. Current delivery date 19th June.
17/05/210.2 Proludic Toddler Unit/Picnic Bench: Order for these repairs issued. Awaiting repair date from Proludic.
17/05/211 Parish Noticeboards: On agenda
17/05/212 CCTV Removal: Removal of CCTV at St. Mary's Church anticipated to be done on 8th June.

17/06/265 Invoices for payment
A list of receipts and payments was circulated. **It was resolved** to approve the following invoices for payment

Copykatz	June diary printing	£ 192.00
3CD Group	June edition diary delivery	£ 403.20
Bedford Borough Council	May payroll	£ ** DD
Warners of Bedford	Grass cutting (4.5.17 to 29.5.17)	£ 2,454.00
Beds Assn Town & Parish Cncl	Affiliation fee (membership renewal)	£ 1,032.00
Viking Payments	Stationery	£ 126.70
Mrs Gill Wiggs	Internal Audit fee	£ 135.00
Information Commissioner	Data Protection registration renewal	£ 35.00
Society of Local Council Clerks	Study day	£ 80.00
Mr R. Morris	Email registration, 3yrs (30.5.17-29.5.2020)	£ 106.85
FJ Beddoe	Litter Picking	£ 189.00
Beds Rural Charities	Comm Play Area Training (re-issued to include VAT)	£180.00

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

17/06/266 Play/Skate Park Areas

266.1 Inspection Reports:

Reports of inspections being carried out by CPM Playgrounds on 20th May were duly accepted. No new matters had been highlighted.

266.2 To receive costs for repairs following matters highlighted in inspection reports.

A quotation for repairs & maintenance work to the play/skate park equipment (which had been highlighted in the previous inspection report from 27th April) had been sought from CPM Playgrounds Ltd. The clerk went through the quotation. After considering both repair/maintenance budget headings, it was agreed to proceed with the repair/maintenance work per quotation from CPM Playgrounds Ltd dated 24th May 2017.

Total play area repair costs £1,440.00 (Budget £3,000)
Total skate park repair costs £15.00 (Budget 500.00)
Total skate park maintenance costs £380.00 (Budget £500.00)

Play area signs: It was noted that there are currently no informative signs at either play area nor skate park. The clerk circulated photographs of signage used by Stondon Parish Council. The clerk at Stondon PC had provided contact details of the provider for the signs. The clerk suggested that the parish council might like to establish a parish council logo which could be included on its signage, letter heading, website etc. This idea was welcomed. It was agreed that this be placed on the agenda for full council to discuss, with a suggestion that Wootton Upper School be contacted to see if interested in helping with designs once criteria established. Shortlist designs to 3 or 4 and then go out to community consultation with a view to choosing final design. Costs for providing signage to be included in the 2018/19 budget. It was agreed that signs would be not ordered until new contact numbers/email address for the new community building had been established.

17/06/267 Parish Noticeboards

The clerk had obtained advice from BATPC regarding noticeboards. Whilst there is no legal requirement for parish councils to post notices on its own parish council noticeboard, BATPC pointed out the advantages of doing so. Whilst websites and social media are used by many, there are still plenty of people who pause at a noticeboard. The parish is growing and it was suggested that not all people would necessarily walk past the new community building if this were to be the only one. Noticeboards raise the profile of the parish council in the community.

Following discussion, it was resolved to obtain costs for replacing the noticeboard outside the Co-Op and providing a wall mounted one outside the new community building. Both to be of recyclable material. Notice boards to include new designed logo (see 17/06/266.2) It was agreed to finance these in the financial year 2018/19. Replacement of the one at Lower Shelton Road and Stratford Way to be financed in year 2019/20. However, further discussions would take place in regard to the possibility of removing the Stratford Way noticeboard altogether.

There being no further business to transact, the meeting was closed at 8.50pm.