

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE held on 3 January 2008 in the Parish Room, 2 Fiddlers Lane, Saughall

In attendance: Councillor DF Holman (in the Chair)  
Councillor R Shukla  
Councillor RA Storrar  
Councillor A Warrington  
Councillor Mrs J Young

Invited Members: Councillor WI Humphrey  
Councillor Mrs JE Storrar

1 APOLOGIES FOR AUTHORISED ABSENCE

No apologies for authorised absence were received. Councillor RA Storrar apologised for not informing that he had been unable to attend the last meeting of the Committee in advance of the meeting taking place.

2 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

3 MINUTES

RESOLVED

That the Minutes of the meeting of the Committee held on 11 October 2007 be confirmed as a correct record.

4 SAUGHALL NEIGHBOURHOOD MANAGEMENT TEAM

(a) Progress Report

The Chairman reported on the Neighbourhood Management Team's current activities. They included the following:

- dealing with the flooding beside 100 Hermitage Road
- arranging a survey on speeding on Seahill Road
- working with Age Concern on an exercise initiative for the older people of the village
- leafleting the village on general issues e.g. need for a youth leader

(b) Project Co-ordinator's Employment Details

Copies of the Project Co-ordinator's draft job description, personal specification and contract of employment had been circulated to Members.

The Chairman informed that the Project Co-ordinator, Mr Tony Summers, had been consulted and had offered some comments which would be taken on board. Once amendments had been made, the Co-ordinator's contract of employment would be signed and a copy made available to the Council.

It was noted that Mr Summers saw himself as a volunteer rather than a paid employee. He had requested that he receive his annual salary as one payment all at once, one year in arrears. He would receive his gross salary and he would be responsible for paying any income tax and national insurance due himself.

RESOLVED:

That the reports be received.

## 5 GOLDEN JUBILEE PARK

Councillor R Shukla had been exploring options in respect of play provision for older children. Ideas under consideration included:

- a tennis court
- all weather pitch
- aerial runway
- bmx track

It was reported that applications were being sought by Chester City Council for contributions towards play area improvement in parished areas and completed forms needed to be returned before 21 January 2008.

Members also wished to ensure adequate leisure and recreational provision for adults and the possibility of providing a crown bowling green was discussed along with the presumed high cost of maintaining it.

The Committee was keen to make sure that the next stage of the development was not ill conceived or ill executed and agreed that the best approach to the second phase was to find out exactly what options there were and then agree a five-year plan on what to put where and stick to it. Once the decision was made it should be adhered to.

It would be necessary to obtain expert advice on all options available and then a site plan, to scale, would need to be drawn up, setting out exactly what would be accommodated on the whole area now and in the future. The Parish Council would then work towards achieving this over time.

Members also suggested that the Newsletter and various survey work being undertaken be the Neighbourhood Management Team could seek the views of residents of the village on what to include in the next phase of the Park's development and blue sky thinking should not be ruled out.

It was imperative that the Park was secured. Various options were considered in this regard and Councillor Mrs J Young agreed to make enquiries in the hope that a local business may be able to carry out some work to ensure that the accesses were "traveller proof".

RESOLVED: That

- (1) quotations be obtained in respect of play equipment that can be accommodated in the Park to aid a funding application to Chester City Council;

- (2) expert advice be obtained in the Spring on the possibilities of provision that can be accommodated in the Park in Phase 2, starting with the Cheshire Playing Fields Association; and
- (3) the Chairman of the Council be requested to report to the Council on the various options available to ensure the Park's security.

## 6 BUDGET 2008/09

The Committee gave consideration to the Council's budgetary requirements for 2008/09 and drew up a draft budget for the Council's consideration at its Budget meeting scheduled for 21 January 2008 (Appendix A). In doing this Members had regard to financial provision in respect of:

- Christmas lights switch on ceremony
- A financial contribution to the Saughall Neighbourhood Management Team
- Golden Jubilee Park opening
- Costs of relocating the Millennium Stone (plinth, fixings and labour)
- The Parish Room occupancy

Members agreed that the Parish Room was not providing value for money. They noted that the Uniform Group's Headquarters could be made available to the Council and PCSO Mike Butler free of charge and to the Saughall Neighbourhood Management Team for £1,000 per annum (in accordance with the successful funding application). Councillor Mrs JE Storrar undertook to find out if the CCTV equipment (in the ownership of Chester City Council) could be relocated in the Uniformed Group's Headquarters.

Members also discussed the possibility of arranging a grand opening of the Golden Jubilee Park and proposed that it be in the form of a family fun day and that all the groups in the village be invited to make a contribution/take part. They also discussed the need to resume the Christmas Lights ceremony and proposed that the Council establish a small Sub-Committee to organise the event.

RESOLVED: That

- (1) the Council's draft budget for 2008/09 at Appendix A be presented to the Budget meeting of the Council scheduled for 21 January 2008 for consideration;
- (2) the Council be **RECOMMENDED** to give the landlord sufficient notice that it wishes to give up its occupancy of the Parish Room on 31 March 2008;
- (3) the Council be **RECOMMENDED** to arrange a family fun day on 5 May 2008 (May Day holiday) to mark the official opening of the Golden Jubilee Park;
- (4) a Sub-Committee be set up (including co-opted Members) to plan and arrange this year's Christmas Lights switch on ceremony; and
- (5) adequate financial provision be made in the budget to relocate the Millennium Stone, for the Neighbourhood Management Team (in accordance with the successful funding application) and to assist the Golden Jubilee Park opening and the Christmas Lights' ceremony.

Saughall and Shotwick Park Parish Council  
Draft Budget 2008/09

Budget Head	Budget 2008/2009
<b>Environment Matters</b>	
Miscellaneous Minor Repairs	1,000.00
Street Cleaning	11,000.00
Litter Bins	300.00
Grass Cutting (Playing Fields) (Weekly cut)	3,500.00
Play Equipment (rolling replacement programme)	1,000.00
Play Equipment Inspections (4No)	250.00
Sub Total	17,050.00
<b>Golden Jubilee Park</b>	
Grass & Hedge Cutting	1,000.00
Development Fund	
Golden Jubilee Park Loan Repayment	5,545.00
Sub Total	6,545.00
<b>Finance and General Purposes</b>	
(a) Administration	
Principal Officer to the Parish Council	11,300.00
Chairman's Allowance	1,000.00
Stationary/Postage/Computer Consumables	1,200.00
Parish Councillor's Expenses	300.00
Computer (including rental)	360.00
Newsletter publication costs	750.00
Training/Seminars	750.00
Sub Total	15,660.00
(b) Annual Payments	
Parish Room rental and associated costs	500.00
Audit Fees	420.00
Donations/Honorarium	250.00
Insurance	1,400.00
Subscriptions	800.00
VI Clock Service	250.00
Village Events (including Christmas and Golden Jubilee Park Opening)	500.00
Sub Total	4,120.00
(c) Vernon Institute - (Annual Grant to designated fund)	1,000.00
<b>Highways Matters</b>	
Bus Shelter maintenance	2,500.00
Sub Total	2,500.00
<b>Police Community Support Officers</b>	11,000.00
<b>Neighbourhood Management Team</b>	835.00
Grand Total	58,710.00