

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE held on 19 November 2009 in the Uniform Groups' Headquarters, Fiddlers Lane, Saughall

In attendance: Councillor DF Holman (in the Chair)  
Councillor Mrs J Johnson  
Councillor RA Storrar  
Councillor Mrs HL Thorniley-Jones  
Councillor A Warrington  
Councillor Mrs JM Young

Mr B Salisbury – Internal Auditor

Also in attendance: Councillors B Kerr and WI Humphrey

36 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for absence were received from Councillors JG Johnson, Mrs J Knox, RK Shukla, Mrs JE Storrar and Mrs D Whitton

37 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

38 MINUTES

RESOLVED:

That the Minutes of the last meeting of the Committee held on 30 July 2009 be confirmed as a correct record.

39 EXPIRY OF COUNCIL CONTRACTS

The Committee was asked to give consideration to the tendering process to be gone through and make recommendations to the Council in respect of the Golden Jubilee Park Grounds Maintenance and Litter Picking Contracts, which were due to expire on 21 May 2010.

(a) Golden Jubilee Park – Grounds Maintenance Contract – Grass Cutting and Hedge Trimming

The current contract ran from 22 May 2006 to 21 May 2010. The growing season had been defined in the contract as running from 1 May to 31 October. It was recommended that this needed to be reviewed in the light of climate change.

It was noted that certain strimming work could be undertaken by the Community Payback Scheme and so reduce the cost as less cuts would be needed. Members considered how best to tender for the work that was required.

The Clerk proposed that before going out to tender the Council approach the Sports Organisations (Cricket and Football Clubs) who were responsible for the maintenance of the Park within the perimeter path, to see if an agreement could be reached with them to maintain all of the Park at low cost for the benefit of the local community, by reviewing and possibly revising the current arrangements in place relating to use of and ground maintenance of the Park.

RESOLVED:

That Councillors Mrs HL Thorniley-Jones and JM Young be requested to discuss the proposal set out above with Mr B Huxley, Chairman of the Saughall Cricket Club, to see if a revised joint use agreement can be reached and report the proceedings to the next meeting of the Council.

(b) Saughall Litter Picking Contract

The current Litter Picking Contract ran from 22 May 2006 to 21 May 2010 and was subject to an annual review. The current litter picking routes were satisfactory so no changes were recommended.

The Internal Auditor informed that the Council's Financial Regulations stipulated that for contracts over the value of £500 for the execution of works or specialist services, the Clerk should invite tenders from at least two firms.

RESOLVED:

That Council be **RECOMMENDED** to request the Clerk to tender for the litter picking contract using the same process she used in 2006.

40 GOLDEN JUBILEE PARK

It was reported that the Community Payback Scheme had not been able to complete the painting of the Cheshire railings because of the recent inclement weather but would do so when the weather improved.

It was noted that because of the inclement weather the car park was waterlogged again.

RESOLVED:

That the report be received.

41 CHRISTMAS LIGHT SWITCH-ON CELEBRATION – 3 DECEMBER 2009

Councillor Mrs J Johnson, in her capacity of Chairman of the Christmas Lights Steering Group, informed of the arrangements being made for the forthcoming village event.

A meeting was being held on Monday, 23 November 2009 to finalise the details. The offer of additional Christmas lights from Saltney Community

Council had been gratefully accepted and Councillor Mrs HL Thorniley-Jones was making arrangements with its Clerk to hand them over.

Members were informed of serious problems associated with the Vernon Institute Management Committee and considered actions it could take to protect the community facilities in the village.

Members were reminded of Councillor Mrs Johnson's request that they each supply a raffle prize.

RESOLVED: That

(1) the report be received; and

(2) the Council be **RECOMMENDED** to re-title the Budget Head - Vernon Institute – and corresponding fund be re-titled "Community Facilities Fund".

42 ITEMS REFERRED FROM THE COUNCIL MEETING HELD ON MONDAY, 9 NOVEMBER 2009

(a) Electoral Review of the New Cheshire West and Chester Unitary Authority

The Boundary Committee's draft recommendations had been published in November 2009. There would now be a consultation period of approximately 12 weeks, during which everyone was invited to comment on the draft recommendations on future arrangements for Cheshire West and Chester Council set out in the report. All submissions would be taken fully into account if they were received by 1 February 2010.

Conclusions had not been finalised yet and comments were welcomed from interested parties relating to the proposed ward boundaries, number of councillors, ward names, and parish and town council electoral arrangements. Alternative proposals were welcome backed up by demonstrable evidence during stage five. The Boundary Committee would consider all the evidence submitted to it during this consultation period before preparing its final recommendations.

RESOLVED:

That the Boundary Committee's recommendations be considered by the Council at its next meeting scheduled for Monday, 7 December 2009 at the Vernon Institute, Saughall.

(b) The Former Ridings Community Infant School Building

The Clerk had emailed David Caldwell of Cheshire West and Chester Council on 10 November 2009 to ask if a proposal (relating to the running of a day nursery, after school and holiday clubs and community activities) for the future of the School building would meet his Council's requirements. He had responded on 19 November 2009 to say that the former School building was now managed by Property Services and he had passed the

Clerk's email to Mr Richard Green, the Principal Property Manager, who would deal with any alternative use of the building/site.

The Clerk had then emailed Mr Green on 19 November 2009 and had received a response on the same day informing that he had not had an opportunity to look at this matter in any detail so could only respond on the basis of limited information. The Ridings Community Infant School building had been declared surplus by Cheshire West and Chester Council's Asset Management Group and it was Mr Green's responsibility to dispose of it. There was an expectation that the building would achieve a capital receipt which, in turn, had been factored into the Schools Capital Programme. Nevertheless, he would raise the Clerk's query with his Head of Service and seek advice. He may have to consult several colleagues from both his Asset Management Team and Community Service, this may take time but he would endeavour to reply within one week.

It was noted that a company in Blacon was also interested in running the former School building as a community facility.

RESOLVED:

That the reports be noted.

#### 43 POLICING ARRANGEMENTS IN SAUGHALL

Prior to the commencement of the meeting Members had met with the new Neighbourhood Inspector Steve Beddows who had discussed the PCSO Service Level Agreement, the recruitment process for PCSO Mike Butler's replacement and police coverage for Saughall in general terms. A full and frank discussion had ensued and the Inspector had answered a number of questions posed by Members.

RESOLVED:

That the report be received.

#### 44 BUDGET 2010/11

Those Members present gave initial consideration to the Council's budgetary requirements for 2010/11 and drew up a first draft of the budget for the Council's consideration at its Budget meeting scheduled for 4 January 2010 (Appendix A attached).

In drawing up its draft budget the Committee had regard to its 2009/10 budget and whether additional funding was required in respect of the following:

- community events, including Saughall Remembrance Sunday
- Provision of a new multi-play unit in the Golden Jubilee Park
- Cost of printing Committee documentation
- Proposed new contracts/agreements for Grounds Maintenance and Litter Picking

- Park benches
- The future of Saughall Neighbourhood Management Team
- New parish Paths leaflet

RESOLVED: That

- (1) Council be requested to consider the draft Budget for 2010/11 at its Budget meeting on 4 January 2010;
- (2) the Clerk be requested to contact the Royal British Legion to discuss the possibility of holding a Remembrance Sunday Service in Saughall on or around 11 November in future years; and
- (3) Council be **RECOMMENDED** to replace the multi-play unit in the Golden Jubilee Park at the appropriate time.

Appendix A

Saughall and Shotwick Park Parish Council  
Draft Budget 2010/11

Budget Head	Draft Budget 2010/2011
<b>Environment Matters</b>	
Miscellaneous Minor Repairs	1,000
Street Cleaning	12,500
Litter Bins	550
Grass Cutting (Playing Fields) (Weekly cut)	3,500
Play Equipment (rolling replacement programme)	1,000
Play Equipment Inspections (4No)	250
Map Boards and footpath leaflets	250
Sub Total	19,050
<b>Golden Jubilee Park</b>	
Grass & Hedge Cutting	1,000
Golden Jubilee Park Loan Repayment	5,545
Sub Total	6,545
<b>Finance and General Purposes</b>	
(a) Administration	
Principal Officer to the Parish Council	11,550
Chairman's Allowance	1,000
Stationary/Postage/Computer Consumables	1,500
Parish Councillor's Expenses	100
Computer (including rental)	360
Newsletter publication costs	1,200
Training/Seminars	500
Sub Total	16,210
(b) Annual Payments	
Audit Fees	450
Donations/Honorarium	250
Insurance	1,700
Subscriptions	925
VI Clock Service	250
Village Events including Remembrance Sunday	250
Sub Total	3,825
(c) Community Facilities Fund	1,000
<b>Police Community Support Officers</b>	11,800
<b>Neighbourhood Management Team</b>	1,000
<b>Contingencies</b>	1,000
<b>Grand Total</b>	<b>60,430</b>