

FGP2003.09.23

At a Meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** of
COLEHILL PARISH COUNCIL held at the MEMORIAL HALL on
23 SEPTEMBER 2003.

PRESENT

Cllr John Gooch, Chairman
Cllr KD Johnson, Vice-Chairman
Cllrs John Bell, Jo Burn, Gwen Divall, Janet Dover, Jeffrey Greenwood,
Shirley Jones, David Packer, Ted Phillips, Elena Pujol, John Warren

IN ATTENDANCE

Cllr David Topping

197 **DECLARATION OF INTEREST**

There were no declarations

198 **MINUTES**

The Minutes of the Meeting held on 12 August, having been circulated, were taken as read, confirmed and signed.

199 **INTERNAL AUDIT**
YEAR ENDED 31 MARCH 2003

Malcolm Green had completed the Internal Audit for the year and his report letter to the Chairman of the Council was circulated to all Members.

The following matters were raised:

- (a) Risk Assessment
A formal Risk Assessment was presented under Minute 201 below.
- (b) Cash Handling Procedure
This would be reviewed in the event of any significant changes in the volume of cash collected.
- (c) Review of Petty Cash Expenditure
Members noted that transfers from the Council's Community Account to the Petty Cash Account were shown on the Accounts List. The Chairman of the Committee would monitor the Cash Book expenditure items half-yearly.

RESOLVED that the report be received and noted.

200 **ANNUAL RETURN**
ACCOUNTS - YEAR ENDED 31 MARCH 2003

Copies of the completed Annual Return were circulated. (Appendix 1)

RESOLVED that the Return be accepted and submitted to Council on 28 October for approval and signature.

201 **RISK ASSESSMENT**

MINUTE 41

Cllr John Gooch and the Clerk, in consultation with Cllrs David Topping and

KD Johnson, had prepared a draft Risk Assessment which was presented to the Committee a copy of which is included with these Minutes at Appendix 2.

RESOLVED that the Draft Risk Assessment be accepted and adopted and the Sub-Committee be thanked for their work on this item.

202 OLIVERS PARK PLAY AREA

Further to Minute 169, a site meeting had been arranged with Mr Farmer to inspect the play area equipment on Monday 29 September at 9.30 a.m. All interested Members were invited.

RESOLVED that, subject to the Members being satisfied with the works proposed by EDDC, approval be given for the work to proceed, expenditure for replacement equipment to be funded from the equipment replacement fund, remaining items to be met from the Parish Council's maintenance estimates.

203 COLEHILL COMMUNITY WEBSITE

MINUTE Ref.179 (Reports)

Cllr KD Johnson advised that a combined spam and virus filtering service was available from the Council's website Service Provider for approximately £45 pa. This would provide cover for the Clerk and all Members' email via the Council's website.

RESOLVED that Cllr Johnson be requested to register for this service on behalf of the Parish Council.

204 ACCOUNTS FOR PAYMENT

RESOLVED that the accounts listed at Appendix 3 be passed for payment and cheques drawn therefor.

205 LAND MANAGEMENT SUB-COMMITTEE

The report of the meeting held on 19 August was submitted (See Appendix 4)

RESOLVED that the report be approved and adopted.

206 BMX TRAILS

In accordance with the decision of the Land Management Sub-Committee a letter had been addressed to Joe Newton as representative of the riders group and a copy of the letter posted on site. One response had been received from the site notice and this had been circulated to Members and the Clerk reported receipt of a letter from Joe Newton on the day of this meeting.

Mr Newton stated that the jumps had undergone continued repair. The fact that the number of jumps had increased dramatically was disputed and questions were raised about the guidelines used by ROSPA in inspecting the site. There was a core of dedicated riders who acknowledged their privileged use of the trails. A plan identifying the jumps for removal had

been prepared. The riders wished to meet Members to discuss a way forward. Joe would no longer be representing the riders, he would be replaced by James Massey.

RESOLVED that

- (a) The response from Joe Newton be acknowledged
- (b) The Council offer to meet the riders group on site if they prefer on a date to be arranged to discuss implementation of the reduction of the site works.
- (c) RoSPA be requested to inspect the site again when the work has been done.
- (d) Further information be sought from other local authorities regarding course design, height of jumps and associated safety matters.

**207 THE TRIANGLE - TREE INSPECTION
PREPARATION OF MANAGEMENT PLAN**

CIlr Mrs Dover reported that she had arranged with Simon Kaye to meet Members of the Parish Council to discuss further tree work on The Triangle on Monday 20 October at 9.30 a.m. Members would meet in the lay-by outside the Middle School.

NOTED

208 ACCESS LICENSES - KYRCHIL CORNER

MINUTE 144(5) Land Management Sub-Committee

There had been no communication from the Solicitor. The Clerk was asked to send a reminder letter.

209 LITTER ON PRIVATE LAND

EDDC had advised all Parish Councils of the legislation whereby a litter order could be made on private land requiring clearance of litter which had become a problem area.

RESOLVED that EDDC be requested to consider making litter clearance orders on the following sites:-

- Car park at Co-Op Welcome, 1 Smugglers Lane
- Land at the corner of Middlehill Road and Olivers Road
- Woodland between Wimborne Road and Colehill Lane

**210 PARISH COUNCIL RECEPTION
FRIDAY 14 NOVEMBER**

Arrangements were in hand for the Parish Council's annual reception. Invitations had been prepared in accordance with the previous years, catering would be undertaken by Colehill Evening WI at £9 per head and the flower arrangements by the Colehill Floral Arrangement Club.

RESOLVED that the action taken be approved and confirmed.

The Meeting ended at 21.15hrs

CHAIRMAN