

**Minutes of the General Purposes Committee held on Wednesday, 19th March
2014 at 8.10 pm in the Town Hall**

PRESENT:

Cllr. G. Wilson (Chairman)
Cllrs Hale, Price & (A) Wilson

IN ATTENDANCE:

Cllrs Anstey & Perkins
Miss D Vine, Assistant Town Clerk
Mrs H Richards, Clerk Elect

1. To receive any apologies for absence

Cllr Buchanan

2. To receive any declarations of interest

None received

3. To confirm the Minutes of the meeting held on the 22nd January 2014 and report on any matters arising

It was proposed by Cllr (A) Wilson and seconded by Cllr Hale and **RESOLVED:** that the minutes of the meeting held on the 22nd January 2014 be signed as a true record.

There were no matters arising

4. To receive any matters raised by Members of the Public

None raised.

5. To report on matters concerning St Mary's Closed Churchyard and Stuckton Road Cemetery

Nothing to report.

6. To report on any matters relating to the Town Hall

Roof Repairs – The Asst Clerk reported that two builders/roofing firms had inspected the internal loft area with regard to the dampness and water ingress following the storms over the last 3 months and both had concluded that the likely cause was by wind direction driving rain down pipes and chimneys, although no detailed inspection of the external roof could be carried out without scaffolding. The areas of dampness in the main office, hall and Council Chamber had dried out and it was therefore suggested that remedial painting internally be undertaken and a silicone brick sealant be used on the rear external wall of the hall to prevent further damage. The external downpipe at the front on the Town Hall outside the office is also possibly blocked which has caused water to be absorbed through the brickwork. Nigel Pople to be asked to investigate and clear this.

Mike Castle also looked at the Clock Tower which had suffered water ingress due to the storms and will remedy.

The gutters have been cleared out by Nigel Pople and will continue to be done on a regular basis.

Cllr (A) Wilson asked if a register of the electrical equipment in the kitchen was kept and whether the equipment was PAT tested. The Asst Clerk advised that no register was kept and although discussion in the office had taken place regarding PAT

testing, this had not been carried out. Through the Chair Cllr Anstey advised that a register should be kept and although not compulsory, PAT testing should be undertaken. Asst Clerk to arrange.

Town Hall Hire Fees – A revision of hire fees was discussed following the extension of the Premises Licence to enable the sale of alcohol and also to take account of the cost of the PRS licence. It was AGREED to recommend to the Finance & Policy Committee meeting on the 25th March 2014 that fees be increased by inflation plus a small percentage. The Asst Clerk to request that costs in respect of the Premises and PRS licence are brought to the Finance & Policy Meeting.

7. To report on any matters concerning Footpaths

Proposals from Sandheath PC for footpath development linking to Fordingbridge

Cllr (G) Wilson reported that £30,000 of Developer Contributions had been approved for use by Sandheath PC.

Update on Church Footpath – The Asst Clerk reported that no money had been allocated from Developer Contributions and therefore it would again be necessary to look at grant funding from HCC Countryside or an NPA grant. It might also be possible to use the VAT claimed back from the Concession build.

Update on footpath extension between Godshill & Fordingbridge – Cllr Connolly is to discuss the matter further with Cllr Heron and report back.

8. To report on any matters concerning Highways

Nothing to report.

9. To report on any matters concerning Allotments

Some areas of the allotments are still under water. Through the Chair Cllr Perkins advised that it appeared that an area of land by the allotments which should have acted as a flood plain had not flooded and this was to be rectified for the future. Cllr (A) Wilson advised that the matter of contamination had been raised by an allotment holder. This will be discussed at a meeting with the Allotment officers to be held on Thursday 3rd April 2014.

10. To report on matters concerning the information office

Risk Assessment – Following a joint visit by the Clerk and Helen Woodvine, Strategic Health and Safety officer for NFDC a risk assessment had been carried out which identified some serious issues requiring urgent consideration and proposals for action. Following discussion of possible options, to close the Office, to move the office to the Town Hall or meet the cost of what is required, Members AGREED to recommend to the Finance & Policy Committee meeting on the 25th March 2014, that further discussion takes place with NFDC in light of the risk assessment, as they felt that the matters raised should have been highlighted at the outset of what is a joint venture. Cllr Hale asked that further discussion and consideration should also be given by all Members to the long term provision and siting of the information office.

Cllr (G) Wilson asked that copies of the Risk Assessment be forwarded to all Members in order that the matter could be fully discussed.

11. To note any items of correspondence

Nothing to report

12. To receive a report from the Clerk or any other relevant business

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Nothing to report

13. To note the date of the next meeting as 21st May 2014

The meeting ended at 9.05pm

Chairman
21.05.2014