

**Minutes of the General Purposes Committee held on Tuesday, 23rd January 2013 at
7.30 pm in the Town Hall**

PRESENT:

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

IN ATTENDANCE:

Cllr Paton
Ms K Mason, Town Clerk
Mrs M Coatham, Finance Officer

1. To receive apologies for absence

There were no apologies

2. To receive any declarations of interest

There were no declarations of interest

3. To confirm the minutes of the meeting held on 20th November 2012 and report any matters arising

It was proposed by Cllr Price and seconded by Cllr Connolly that the minutes of the meeting held on the 20th November 2012 be signed as a true record. All in favour, Carried.

Matters arising

Fordingbridge to Godshill footpath the Clerk to chase the feasibility study.

4. To report receive any matters raised by members of the public

No matters were raised.

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

St Mary's Church footpath – The Clerk advised that the Diocese have still advised that York stone be used despite being told that advice was to the contrary as it can be slip hazard in wet or cold weather. The main footpath to the church door is made up of York stone slabs interspaced with old gravestones mitigating the slip hazard. As the Diocese will not visit, the Clerk to ask if photographs can be sent pointing out that as the current footpath is not made up completely of York stone then the new footpath need not be also. The Clerk to report back at the next meeting.

6. To report on matters relating to the Town Hall

Stair-lift to Council Chamber – Members discussed the quotes received which were in the region of £7k. Although it was acknowledged that if the room was to be accessible by all then a stair-lift was needed, there was another room option available, i.e. the Main Hall which is accessible by those who find stairs difficult or impossible to negotiate. Some members felt that the stair-lift would not be used very often and would clutter the stair area. It was AGREED not to proceed with fitting a stair-lift.

Council Chamber furniture – quotes had been received for folding tables, chairs and two cabinets for the Council Chamber. The tables and chairs could be used in a variety of different layouts or stacked in the room off the lobby if the room was to be cleared. The Cabinets will house the Twinning objects. Money is available in this year's budget.

It was proposed by Cllr Connolly and seconded by Cllr Adams that the furniture be purchased up to a limit of £5000. All in favour, Carried.

7. To report on any matters concerning Footpaths

Footpath 97 (by St Mary's Church) – the footpath is still closed due to badger activity.

8. To report any matters concerning Highways

Potholes – a number of potholes following the bad weather have appeared in the High Street and Salisbury Street. The Clerk to advise HCC Highways.

9. To report any matters concerning Allotments

A number of sheds have been broken into. The Police are aware.

10. To discuss the hire rates for the Town Hall and burial fees for Stuckton Road Cemetery

The following hire rates were AGREED to be recommended to the next meeting of the Finance & Policy Committee:

Town Hall hireMain Hall

Morning	£35
Afternoon	£35
Full day	£60
Evening	£40

Commercial rate	£120
Badminton Clubs	£30 a night
Art Clubs	£40 a day or £60 if setting up required.

Hire of projector £10 per session.

Council chamber

Full day	£36
Half day	£21
Evening	£21
Commercial Rate	£75

For multiple bookings of 8 or more, a 10% discount applies.
Bookings include all heating and kitchen facilities.

Burial Charges

Interment of ashes	£220
Interment of body	£220
Children under 16	no charge
Non-Residents	£440 (double fee)

Memorial fee	£140
Additional inscription	£30
Non-Residents	double fees

11. To discuss budget proposals for 2013/14 and make recommendations to be taken to the Finance & Policy Committee meeting on 2nd January 2013.

Pictures – The two oil paintings by Edgar Downs, currently hanging in the Main Hall, have been assessed for cleaning/restoration by Collier & Dobson, Fordingbridge. There is damage to both pictures which should be addressed and advice was given that the pictures

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should be hung in the Council Chamber which is a safer environment (from future damage). They have been valued at a current value of approx. £6-10k each.

The advice from the conservator was not to line the paintings (which was more costly) but to restore without lining as this will give a more satisfactory finish, preserving the original look of the paintings and retaining the value. The cost of restoring each picture without lining will be £1880 + VAT.

It was AGREED to recommend to the Finance & Policy Committee that money be taken from Reserves to restore the pictures, which should then be hung in the Council Chamber.

Decoration of Hall, stairs & landing – the Chairman pointed out that decoration was needed. It was AGREED that the Groundsmen could carry out the decorating subject to a safety assessment of the stairwell.

Kitchen – the Clerk advised that the plumber had assessed the current boiler and electric water heater with a view to having hot water piped into each of the toilets. The electric water heater was old and would require replacing in the near future. An alternative was to replace the boiler with a combi-boiler which would carry out both functions. It was AGREED not to allocate a budget in the forthcoming financial year.

Mens Toilet – the Clerk advised that the hand-dryer needed to be moved from the sink because electrical wires were close to the water supply. Cllr Connolly suggested that the layout was wrong and could be re-arranged to make more room. The Chairman suggested that all of the toilets needed refurbishment. Cllr Adams disagreed and considered that the toilets were in an acceptable condition. No money was allocated for the refurbishment.

It was AGREED to separate the Lengthsman finances from the General Purposes budget.

Boiler maintenance contracts – Cllr Adams considered that it would be sensible to have a maintenance contract. Cllr Hale advised that these were now very expensive and Cllr (A) Wilson agreed. The Clerk expressed doubts as maintenance contracts generally only provided call-outs within 48 hours which was too long if a boiler in the Hall went wrong and bookings were due to take place. Currently no call out fee was charged. The Clerk to research maintenance and annual service contracts.

Allotments rents will remain the same as these had been increased in September 2012 [the start of the allotment rent year].

The following budget was AGREED to be presented to the Finance & Policy meeting on 30th January:

Fordingbridge Town Council General Purposes Budget Proposal 2013/14

General Purposes	BUDGET 2012/13	PROPOSED BUDGET 2013/14
INCOME		
Hall Lettings - Sundry	£ 3,500.00	£ 5,500.00
Badminton	£ 700.00	£ 700.00
Art Clubs	£ 500.00	£ 750.00
Burial Fees	£10,000.00	£ 8,500.00
Allotment Rents	£ 500.00	£ 650.00

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Total Income	£15,200.00	£ 16,100.00
EXPENDITURE	BUDGET	PROPOSED
	2012/13	BUDGET
		2013/14
Town Hall - Staff Costs	£ 8,500.00	£ 9,000.00
Town Hall - Maintenance	£15,000.00	£ 15,000.00
Town Hall - Utilities	£ 4,000.00	£ 4,300.00
Town Hall - Rates	£ -	£ -
Town Hall - Clock		
Maintenance	£ 350.00	£ 350.00
Burial Grounds	£ 8,000.00	£ 8,500.00
Allotments	£ 1,000.00	£ 750.00
Memorial Bungalow	£ 500.00	£ 500.00
Footpaths/Public Seats	£ 500.00	£ 500.00
Bus Shelters	£ 500.00	£ 500.00
Total Expenditure	£38,350.00	£ 39,400.00
OVERALL TOTALS	£23,150.00	£ 23,300.00

12. To note any items of correspondence

Nothing to report.

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

Nothing to report

14. To note the date of the next meeting as the 20th March 2013.

The meeting ended at 9.00 pm.

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