

## BERE FERRERS PARISH COUNCIL

At a meeting of the Finance and General Purposes meeting held in the Council Chambers on Tuesday 23<sup>rd</sup> November 2021.

### Present:

|                   |                     |
|-------------------|---------------------|
| Cllr. R. Leithall | Chairman            |
| Cllr. P. Crozier  | Chairman of Council |
| Cllr. B. Lamb     | Cllr. G. Reed       |

### 308. Apologies

Apologies were received from Cllrs. Dennis, Maycock and Pengelly. The Council accepted their apologies.

### 309. Declaration of Interest

Cllr. Lamb declared an interest in the item, forming a Task & Finish Sub-Committee for the purchase and installation of the zip wire at the Bere Ferrers recreation field.

### 310. Matters arising from the minutes from 19<sup>th</sup> October 2021

#### Matters Arising

Minute 242 (154 (70)) The new Parish Hall lift snagging list has been completed and the Council is waiting on a date for the company to conduct a training session.

Minute 242 (154 (84)) The Clerk confirmed the work to repair the easy access toilet door will be done at the end of the week.

Minute 242 (166) The proofs for the car parking signs, to be displayed in the Parish Hall carpark, have been done and will be discussed at the next Committee meeting.

Minute 246 The updating of the Emergency Plan is in progress.

Minute 251 Cllr. Lamb explained that in order to obtain a debit card for the Clerk, she will have to become a signatory on the bank account. Cllr. Reed proposed the Clerk become a signatory on the main account, but will not be able to authorise any payments, seconded by Cllr. Crozier. The Bank will send a form for two current signatories to complete and sign.

### 311. To accept the November accounts for payment

Discussions took place regarding the payment to Panscape Ltd. Cllr. Lamb explained that the members that the Council had commissioned a Woolacombe Road Development Ecological Appraisal report, in order to access the ecological value and the bat activity along hedge row at Woolacombe Road. This report was sent to the ANOB, who stated the report was good, yet required some more information. Cllrs. Crozier and Lamb are to visit to writer of the report for further calcification.

Cllr. Leithall proposed payment of the accounts, seconded by Cllr. Reed.

### 312. To accept at Detailed Receipt and Payment Report ending 31<sup>st</sup> October

Cllr. Lamb proposed acceptance of the report, seconded by Cllr. Reed.

### 313. To accept the reconciled bank statement ending 31<sup>st</sup> October

Cllr. Leithall proposed acceptance of the reconciled bank statement, seconded by Cllr. Crozier.

### 314. Discuss and approve the Staff Costs and F & G.P Budget for 2022-23

The Clerk was asked to leave the meeting, while the Committee discussed the proposed staff costs for 2022-23.

After the discussion, the Clerk was asked to return to the meeting.

Amendments were proposed to the budget. The Clerk to make these amendments and present the updated proposed budget at the next F & G.P meeting, including the Open Spaces and Footpaths & Environment Committee budgets for approval. The full budget will then be discussed at the December Full Council meeting and approved.

**315. Support the recommendation from Open Spaces Committee to donate £500 to the Youth Club**

Cllr. Leithall proposed the recommendation, seconded by Cllr. Reed.

**316. Proposed by Cllr. Lamb that a Task & Finish Sub-Committee be formed of Cllr. Crozier, Cllr. R. Leithall, Cllr. D.Pengelly with non-voting member Cllr. B. Lamb. When this Committee has been informed by the Clerk that sufficient money has been received by the PC, they will then instruct the Clerk to issue a purchase order to the relevant company for the purchase and installation of an aerial runway (zip wire) at Bere Ferrers Play Park**

Cllr. Lamb updated the Committee on the project.

Discussions took place.

Cllr. Crozier proposed the formation of the Sub-Committee, seconded by Cllr. Reed.

**317. Discuss purchasing a new computer for the Clerk**

As Cllr. Dennis was not present at the meeting, it was decided to defer this to the next meeting.

**318. Discuss installing a hearing loop system in the Council Chambers**

As Cllr. Dennis was not present at the meeting, it was decided to defer this to the next meeting.

**319. Discuss updating the Council Office's photocopier**

The Clerk confirmed to the Committee that the current leased photocopier is out of contract and due to being over 5 years old, the supplier would have to increase the current quarterly payment by £20 to cover any spares parts now required. A quote to lease a new photocopier was presented and discussed.

The Committee requested the Clerk to obtain quotes from at least two alternative suppliers and discuss further at the next meeting.

**320. Discuss the CCTV system – to be taken into Part 2**

Cllr. Leithall proposed into Part 2, seconded by Cllr. Lamb.

Cllr. Reed proposed coming out of the Part 2, seconded by Cllr. Crozier.

It was proposed that the Clerk, Chair and Vice Chair of the Council, meet with MT Telecom, the supplier of the CCTV systems to discuss the 31 days of recordings and request guidance on lighting around the Parish Hall.

**321. Agenda items for next meeting**

- 1). Budget for 2022-23 (F. & G.P, Footpaths & Environment and Open Spaces)
- 2). Update on CCTV system.
- 3). Update on the installation of zip wire at Bere Ferrers playpark.
- 4). Update on the installing a hearing loop for Council Chambers/new computer for Clerk.

The Chairman thanked members for attending the zoom F & .G.P and declared the meeting closed at 9.06 pm.

Signed by the Chairman

Dated 30<sup>th</sup> November 2021