



## **GILLINGHAM TOWN COUNCIL POLICY AND RESOURCES COMMITTEE**

The Town Hall, School Road, Gillingham, Dorset SP8 4QR  
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Minutes of the **Policy and Resources Committee** meeting held on **Monday 16<sup>th</sup> May 2016** in the **Jubilee Room, Town Hall, School Road, Gillingham**, commencing at **7.30pm**.

**Present:** Cllr Mrs S Hunt (Chairman)  
Cllr Mrs V Potheary (Vice Chairman)  
Cllr Ms A Baker, Cllr R Evill,  
Cllr D Griffin, Cllr P Harris,  
Cllr D Milsted, Cllr R Monksummers,  
Cllr Mrs B Ridout, Cllr B Von Clemens  
and Cllr D Walsh.

**Apologies:** There were no apologies.

**In attendance:** Mrs S Dobie, Town Clerk  
and Mrs C Ratcliffe, Office Manager/Deputy Clerk.

**Members of the Public and Press:** There were no members of the public present.  
There were no members of the press.

**126. To approve the minutes of the last meeting held on Monday, 18<sup>th</sup> April 2016.**

Cllr Mrs Potheary proposed that “**the minutes of the Policy and Resources Committee meeting held on Monday, 18<sup>th</sup> April 2016 should be approved as a correct record of that meeting**”. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

**127. Questions.** There were no questions.

**128. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, section 27 regarding disclosable pecuniary interests.**

There were no disclosable pecuniary interests declared.

**129. To receive working party reports, if available, for consideration and approval:**

**a) Gillingham Sports Land and Cycle Link**

Cllr Milsted commented that there was not a great deal to report since the last meeting with the exception that the contractor has eighteen days left to complete the agreed schedule of works.

## **Policy and Resources Committee Meeting – Monday 16<sup>th</sup> May 2016 (continued):**

### **129. To receive working party reports, if available, for consideration and approval (continued):**

The Town Council holds the ‘whip hand’ here as the contractor will not get paid if the work is not completed and the work can be done by others.

The next phase of work is the fencing for which tenders have already been received. A local contractor has confirmed that they will hold their price so that retendering does not need to take place.

Cllr Monksummers concurred with Cllr Milsted and added that the contractor has made a very professional job of the playing surface, the drainage works have been completed and the grass is growing.

#### **b) Health and Safety**

Cllr Evill had nothing to report this month.

#### **c) Hardings Park Project Team – update**

A report had been circulated prior to the meeting. Please refer to Appendix A.

Cllr Milsted informed members that he had visited Hardings Park earlier in the day and reported that the adventure play area was “hugely impressive”.

Cllr Milsted also added that a multi-use games style goal had been installed on the public open space known as Gyllas Green off Downsview Drive.

The Town Clerk informed the meeting that DCLG has approved the £127k loan. The next step is to submit the acceptance letter to the Public Works Loan Board within two weeks of requiring the loan to be transferred into the Town Council’s bank account. The interest on the loan will be set on the day the loan is taken out. It is anticipated that the loan will not be required for another three months. The Town Clerk asked members if they still required the £127k to run for fifteen years on a fixed interest rate, paying back in half yearly instalments.

Cllr Milsted proposed that **“a fix rate loan of £127k over a 14½ year (up to 15years) repayment in half yearly instalments is applied for when required”**. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

The Town Clerk informed members that there were two recommendations contained within the report, as follows:

- That **“Maverick Industries Limited is instructed to remove the old steel skate ramps from site for a fee of £2000 ex VAT and funded from monies taken from budget no. 6.09 the balance of the General Reserve FY 2015/16”**.

It appears that the steel skate park has little, if no, second hand value. Maverick Industries can dispose of the facility for £2k. It was suggested that this is a very reasonable price.

- That **“three litter bins purchased by the Town Clerk under ‘delegated powers’ are financed from budget no. 6.09 the balance of the General Reserve FY 2015/16”**.

Following discussions members agreed to take both recommendations en-bloc.

Cllr Milsted proposed that **“Maverick Industries Limited is instructed to remove the old steel skate ramps from site for a fee of £2k ex VAT. That three litter bins purchased using ‘delegated powers’ are funded from monies taken from budget no. 6.09, ‘Provision Multi Play Equipment Rec’, the balance now held in the General Reserve FY 2016/17 budget no. 8.09”**. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

## **Policy and Resources Committee Meeting – Monday 16<sup>th</sup> May 2016 (continued):**

### **130. Finance:**

#### **a) To approve cheques for payment for May 2016**

The list of cheques was tabled at the meeting. Town Clerk informed members that the Town Council has received at total of £150.00 in compensation from the bank together with £47.03 for bank errors made over the last six months, including the embarrassing error when the bank clerks referred to an old bank mandate and refused to honour a cheque to Maverick Industries for £17,700k.

Cheque no. 16244 for £10k grant for RiversMeet leisure centre was issued as the original cheque had gone missing. It had apparently been delivered to a private property also called RiversMeet. The original cheque has since been returned and cancelled.

The work to the bus shelter in the High Street is now complete. This work has been partly funded by s106 monies. The notice boards to go inside will be installed shortly. The anti-graffiti paint has already been vandalised; not by paint but by the etching of initials!

Cllr Monksummers proposed that **“that the cheques for payment for the month of May 2016 to the gross value of £15,978.30 should be approved for payment”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

### **131. To receive recommendations from the General Purposes Committee of Tuesday, 3<sup>rd</sup> May 2016:**

- a) that “a recommendation is made to the Policy and Resources Committee to approve the purchase of a ‘Fusilier’ style notice board and head board for installation at Gillingham Cemetery and funded from budget no. 5.06 £1,000 Cemetery notice board FY 2016/17 and budget no. 8.09 War Memorial Maintenance FY 2015/16”.**
- b) that “a recommendation is made to the Policy and Resources Committee to approve a set of rules and regulations for grave diggers working at Gillingham Cemetery”.**
- c) that “a recommendation is made to the Policy and Resources Committee to include in the future Precept an annual figure of £10,000 towards provision of land for a new town cemetery”.**
- d) that “a recommendation is made to the Policy and Resources Committee for the purchase of a Husqvarna mulcher mower at a cost of £647 and funded from budget no. 5.02 Small Tools FY 2016/17”.**
- e) that “a recommendation is made to the Policy and Resources Committee for the purchase of an alarm system for the leased workshops at Units 11 and 12 Old Market Centre at a cost of £1,256 to be funded from budget no. 8.01 Contingency FY 2016/17”.**

Cllr Milsted proposed that these recommendations were voted on en-bloc; however, Cllr Harris asked to amend recommendation (c) as follows:

**That “a recommendation is made to the Policy and Resources Committee to consider including £10k in the Precept FY 2017/18 towards the provision of land for a new town cemetery, to be reviewed annually thereafter”.**

Cllr Harris commented that this revised proposal would not commit the council.

The Town Clerk explained that the £10k would be included in the Policy and Resources ‘wish list’ for FY 2016/17. The Precept is agreed and adopted by Full Council each year.

Cllr Milsted proposed that **“the recommendations a, b, d and e were agreed and to include the revised recommendation (c) made by Cllr Harris”**. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

**Policy and Resources Committee Meeting – Monday 16<sup>th</sup> May 2016 (continued):**

**132. To receive a letter from the Gillingham Carnival Committee regarding the proposed road closures for Gillingham Carnival on Saturday 8<sup>th</sup> October 2016.**

Gillingham Carnival Committee had written to inform the Town Council about the usual street closures that will occur in the town on Saturday, 8<sup>th</sup> October 2016 as a result of the annual carnival. A Road Closure Notice will be issued by DCC Highways nearer the time.

**133. Matters Pertinent.**

There were no matters pertinent.

**Closure:** The meeting closed at 7.59pm.

## **Hardings Park Project**

### **Update – May 2016**

**Author: Hardings Park Project Team**

#### **1. The project to-date**

**Site Meetings:** Various site meetings have been held.

**Planning Permission:** The planning application has been circulated by NDDC with comments requested by 21<sup>st</sup> May and a decision made by 26<sup>th</sup> May, but possibly earlier. Responses from DCC Highways have already been received regarding deliveries and construction traffic. Maverick have been informed and will respond accordingly.

**Public Works Loan Application:** DCLG Borrowing Team has approved the loan. Maverick Industries have been informed so that they can programme the work pending the outcome of the planning permission.

**Wheeled Sports Facility (skate park):** Despite attempts to find another home for the steel skate ramps there has been very little interest. It is not possible for our grounds team to dismantle and remove the facility in addition to their current workload. Maverick have offered to remove the old ramps from site for £2,000. If possible, the current skate park will remain in situ for as long as possible so that there is a skate facility during the school holidays.

**Adventure Play Park:** Most of the equipment has been installed. Contractors are now working on a 'snagging list'. Some reinstatement work has been delayed due to weather conditions. Notices have been placed on the temporary fencing advising people not to enter the site or play on the equipment. Should no further delays be encountered, it is hoped that the play area can be opened by June.

**Multi use games area (MUGA):** The quotations received for this work can now be evaluated and the work programmed once the start date of the skate park is known.

**Official Openings:** No report this month.

**Outdoor Table Tennis Facility:** Still awaiting outcome of Sport England bid. Additional information was requested and this has been provided.

**Coaching/Outreach work:** No report this month.

**Seating:** Some of the old blue galvanised metal seats scattered around the town have been refurbished and painted 'Pillar Box' red by our grounds staff. The metal seat purchased with the grant from One Stop Carrier Bag Levy will arrive at the end of the month.

**Litter bins:** The old concrete litter bins will be removed as they are in the wrong locations and cannot be covered. Three new 'Topsy 2000' style litter bins coloured light blue have been purchased and funded from budget no. 6.09 balance of £4,759.20 transferred to the General Reserve Harding Park. These bins are the same type as the black coloured bins seen elsewhere in the town.

**Electric Supply:** This work is now complete.

**CCTV:** CCTV is in the process of being installed.

**Water Supply:** It has been recommended by Wessex Water that we disconnect the supply to avoid standing charges.

## **2. Recommendations**

- That Maverick Industries Limited is instructed to remove the old steel skate ramps from site for a fee of £2000 ex VAT and funded from monies taken from budget no. 6.09 the balance of the General Reserve FY 2015/16.
- That the three litter bins purchased by the Town Clerk under 'delegated powers' are financed from budget no. 6.09 the balance of the General Reserve FY 2015/16.