



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, 15th August 2016**, in the **Jubilee Room, Town Hall, School Road, Gillingham**, commencing at **7.30pm**.

Present: Cllr Mrs S Hunt (Chairman)
Cllr Ms A Baker (Vice Chairman)
Cllr A Frith, Cllr M Gould,
Cllr P Harris, Cllr D Milsted,
Cllr Mrs V Potheary, Cllr Mrs B Ridout,
Cllr Mrs D Toye and Cllr B Von Clemens.

Apologies: Cllr R Monksummers

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.

152. To approve the minutes of the last meeting held on Monday, 18th July 2016.

Cllr Harris proposed that “**the minutes of the Policy and Resources Committee meeting held on Monday, 18th July 2016, should be approved as a correct record of that meeting**”. Cllr Gould seconded and the vote was unanimous. **RESOLVED.**

153. Questions. There were no questions.

154. 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 pecuniary interests declared.

Policy and Resources Committee Meeting – Monday, 15th August 2016, (continued):

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

a) Sports and Cycle Link

Cllr Milsted reported that Phase I of the new sports pitch at Hardings Lane was now complete. The remaining works will be paid for using s106 monies and a grant from the Football Association. Tenders will be sent out for fencing work this week.

The cycle link project has stalled over past three years. If this project is not progressed shortly the s106 monies could be lost. Members suggested that the local County Councillors should be appraised of the current situation and a letter sent to DCC Chief Executive for his help to get the project back on track.

The Town Clerk reported that the improvements to the footpath at Peacemarsh are finally progressing.

b) Gillingham Town Enhancement Plan

Cllr Gould reported that there was no report this month.

c) Hardings Park Project Team

A short report had been circulated with the agenda prior to the meeting. The report contained no recommendations. Please refer to Appendix A.

The Assistant Town Clerk reported that Sports England will retain the grant for the table tennis facility until May 2017 to allow for the tables to be installed after the skate park works have been completed.

A proof of the signage for the skate park has been received. The signage has been allowed for in the overall skate park project.

The Town Clerk reported that the Public Works Loan was confirmed on 4th August and includes an initial set up fee of £45. The loan is for £127k with a repayment period of 15 years, paid in two half yearly instalments payable on 4th August and 4th February of £4,715. The annual interest rate has been set at 0.65%. The repayments fall within the budget set previously.

d) Health and Safety

There were no matters arising this month.

156. Finance:

a) To approve cheques for payment for August 2016.

The Town Clerk tabled a list of cheques for August.

Cllr Milsted queried cheque no. 16612 - bpi Recycled Products - £1132.92. The Town clerk explained that this was payment for 15 crates of heavy duty refuse sacks, which includes 5 crates purchased on behalf of Stalbridge Town Council. By bulk purchasing sacks there is a saving and the supply normally lasts 12 to 18 months.

The Town Clerk explained that cheque no. 16624 -MG Cleaning Company - £50, was for steam cleaning the carpet in the foyer of the Town Hall.

Cllr Ms Baker proposed that **“that the cheques for payment for the month of August 2016 to the gross value of £12,815.49 should be approved for payment”**. Cllr Harris seconded and the vote was unanimous.
RESOLVED.

Policy and Resources Committee Meeting – Monday, 15th August 2016, (continued):

157. To receive a report on the purchase of additional large machinery for consideration and approval.

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

Cllr Ms Baker proposed that “a John Deer Gator is purchased from Supplier A at a cost of £9,940.00 (including part-ex) ex VAT using monies held in the General Reserve (Large Machinery) budget no. 6.04 (£6,350) and the remainder (£3,590) taken from Large Machinery budget no. 8.06, and that a Trimax Flail Deck FX155 is purchased from Supplier B at a cost of £4,581(ex VAT) using monies held in the Large Machinery budget no. 8.06”. Cllr Mrs Ridout seconded and the vote was unanimous.

158. Matters Pertinent.

Members had received an invitation to a meeting hosted by Shaftesbury Town Council on the proposed changes to Westminster Memorial Hospital by the Clinical Commissioning Group. Cllr Mrs Potheary volunteered to attend on behalf of Gillingham Town Council.

Closure: The meeting closed at 8.02pm.

Hardings Park Project

Update – August 2016

Author: Hardings Park Project Team

1. The project to-date

- **Site Meetings:** Initial site meetings with Maverick to meet members of the site team.
- **Public Works Loan Application:** The loan has been applied for and will be available to draw upon in time to pay the 1st payment (due mid-August) for the skate park as per the Minor Works Contract.
- **Wheeled Sports Facility (skate park):** The work is progressing well. Maverick are concerned that young people are entering the site overnight. The PCSOs have been informed and the activity is being monitored on the CCTV camera.
- **Site Signage:** Awaiting possible design and costs.
- **Multi use games area (MUGA):** The evaluation of quotations for this work has been postponed for the time being.
- **Official Openings:** None scheduled for the immediate future.
- **Outdoor Table Tennis Facility:** The Community Resource Worker has asked Sport England if the grant awarded to Three Rivers for this facility can be deferred until October as it is not possible to install the facility until the skate park is complete. Awaiting a decision.
- **Coaching/Outreach work:** No report this month. The current full time youth worker, who will be leaving at the end of August, is busy decommissioning the centre. It is likely the outreach work will continue but no details are available yet. Dorset Legacy – Inspire 2012 awarded a grant of £5,600 for a three year outreach project, this equates to approximately 216 hours of outreach work per year at £8.60 per hour at £1,800 per year. So far, only one invoice has been received for 34 hours of outreach work from November 2015 to April 2016 at £8.60 per hour = £292.40.

2. Recommendations

- There are no recommendations this month.

Purchase of Large Garden Machinery**Author: Mr Simon Dobie, Works Manager****1. Introduction**

The Kubota RTV 900, Reg WX56 DKK, was purchased second hand two years ago in “Good” condition. The vehicle has clocked up 2,000 running hours and has become unreliable. The machine still has a value and it will be possible to part-exchange.

A new self mulching front flail deck with a 1.5m working width has been trialled recently. This type of mower would greatly improve grass cutting efficiency. The finish of the cut grassed areas will be tidier as the machine self-mulches and can maintain a good cut where the ground is uneven. Any low growing bramble/scrub that has encroached onto a grassed area can be cut back at the same time, which will eliminate using additional hand held equipment.

2. Replacement Details and Costs of New Equipment

The list price of a new John Deere 855 XUV gator is £17,165.00 ex VAT. Both suppliers offered substantial discounts. The actual cost of a new machine is just under £13,000.

The best price offered to part-exchange the Kubota RTV 900 is £3,050.00

The list price of a new Trimax Flail Deck FX155 is £5,090.00 ex VAT.

The price of a new Wessex FRX150 out front flail mower is £4,495.00 ex VAT.

3. Quotations

Two quotations have been received, as follows:

Supplier A

John Deer 855XUV Gator	Price including discount	£12,990.00
Less Part ex – Kubota RTV900		<u>£3,050.00</u>
		£9,940.00
Wessex FRX 150 Out front flail	‘special price’	<u>£4,495.00</u>
		£14,435.00

Supplier B

John Deer 855XUV Gator	Price including discount	£12,999.00
Less Part ex – Kubota RTV900		<u>£3,000.00</u>
		£9,999.00
Trimax Flail Deck FX155	Price including discount	<u>£4,581.00</u>
		£14,580.00

4. Preferences

Where possible, quotations have been obtained for identical machines. It has not been possible to obtain quotations for the same flail mowing deck due to trade agreements between dealers and suppliers. The Trimax Flail Deck and Wessex FRX 150 are similar machines. The Trimax Flail has been on test for about a month. All the grounds team were impressed with its performance.

5. Recommendation

- That a John Deer Gator is purchased from **Supplier A** at a cost of £9,940.00 (including part-ex) ex VAT using monies held in the General Reserve (Large Machinery) budget no. 6.04 (£6,350) and the remainder (£3,590) taken from Large Machinery budget no. 8.06.
- That a Trimax Flail Deck FX155 is purchased from **Supplier B** at a cost of £4,581(ex VAT) using monies held in the Large Machinery budget no. 8.06.

Note: that the Large Machinery Budget no. 8.06 will show a remaining balance of £11,829 after the purchase of these two pieces of equipment.