

FORDBRIDGE TOWN COUNCIL

MINUTES OF MEETING OF THE FINANCE AND GENERAL PURPOSES  
COMMITTEE HELD ON 14TH NOVEMBER 2016

PRESENT: Councillor L. Sorrell (in the Chair)  
P. Allen  
M. Blackburn  
K. Dooley  
J. Kimberley  
S. McLaughlin  
F.A. Nash

1. APOLOGIES

Apologies for non-attendance from Councillors Bennett-Watson, C. McLaughlin and F.V. Nash were received and noted.

2. DECLARATIONS OF PECUNIARY INTEREST FROM MEMBERS AND OTHER  
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest made by members relating to items on the agenda.

3. MINUTES

RESOLVED that the Minutes of the Meeting of the Committee held 10th October 2016 be approved and signed by the Chairman as a correct record of the proceedings

4. REPORT BY THE CLERK TO THE COUNCIL: INCOME FROM HIRE OF THE FORDBRIDGE CENTRE

The Clerk submitted a report, for members' information, detailing income from hire of the Fordbridge Centre in the current financial year, and also the two previous financial years. The detailed information is set out in Appendix A.

5. REPORT BY THE CLERK TO THE COUNCIL: BUDGET MONITORING TO 30.9.2016

The Clerk submitted a report detailing a comparison between budget allocation and actual income and expenditure for the period ended 30th September 2016. He reported that there was one significant variation and outlined the details.

RESOLVED that the details of the comparison between actual income and expenditure and the budget allocation and the significant variation for the period ended 30th September 2016 as set out in Appendix B be noted and approved.

6. REVIEW OF HIRE CHARGES AT THE FORDBRIDGE CENTRE

The Clerk submitted details of the existing hire charges at the Fordbridge Centre and invited members to consider any increases or other changes to the charges.

RESOLVED that no changes be made to the hire charges at the Fordbridge Centre and the charges be reviewed again after a year

7. REVIEW OF SPECIAL ARRANGEMENTS IN RESPECT OF CHARGES FOR REGULAR HIRERS OF THE FORDBRIDGE CENTRE

The Clerk reported that three regular users currently enjoyed special arrangements in respect of the charges for hire of the Fordbridge Centre

- RESOLVED i) that the reduced rate for hire of the Centre by Slimming World on Thursday evenings be ended with effect from 1st April 2017  
ii) that no changes be made to the existing arrangements for regular hire on Friday evening and Sunday evening

8. FORDBRIDGE CENTRE: GROUNDS MAINTENANCE CONTRACT

The Clerk submitted an outline of the items to form the specification to be included in the tender document for the grounds maintenance contract to commence from 1st April 2017.

- RESOLVED i) that the items to be included in the specification as set out in Appendix C be approved  
ii) that a clause be included in the contract to allow early termination by the Council in the event of unsatisfactory performance  
iii) that the new contract be offered for a three year period commencing from 1st April 2017

9. FORDBRIDGE GATEWAY SITES: MAINTENANCE

The Clerk submitted an outline of the items to form the specification to be included in the tender document for the contract to maintain the Fordbridge gateway sites to commence from 1st April 2017.

- RESOLVED i) that the items to be included in the specification as set out in Appendix D be approved  
ii) that a clause be included in the contract to allow early termination by the Council in the event of unsatisfactory performance  
iii) that the new contract be offered for a three year period commencing from 1st April 2017

10. CONSIDERATION OF FURTHER ENTERTAINMENT AT THE CHAIRMAN'S CHARITY DANCE

The Clerk reported on two music groups with connections to Nineacres Drop-In that might be prepared to contribute a short slot at the event for a small fee to provide a break for the main entertainer

- RESOLVED that consideration of this matter be deferred to the next meeting to allow the Chairman the opportunity to view performances by the groups

The meeting closed at 8.10 p.m.

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CHAIRMAN

FORDBRIDGE TOWN COUNCIL

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APPENDIX A

**Income from hire of the Fordbridge Centre**

	2014/15	2015/16	2016/17	
	£	£	£	
April	1,309.00	2,236.00	2,198.00	1,665.00
May	1,710.00	1,165.00	1,386.00	3,330.00
June	1,468.00	1,433.00	2,312.00	5,000.00
July	2,298.00	2,070.00	1,525.00	6,665.00
August	954.00	1,253.00	1,481.00	8,330.00
September	2,099.00	1,458.00	954.00	10,000.00
October	<u>1,459.00</u>	<u>1,892.00</u>	<u>1,653.00</u>	11,665.00
	<i>11,297.00</i>	<i>11,507.00</i>	<i>11,509.00</i>	
November	1,115.00	1,626.00		13,330.00
December	856.00	788.00		15,000.00
January	1,719.00	1,399.00		16,665.00
February	1,383.00	2,223.00		18,330.00
March	<u>1,508.00</u>	<u>1,542.00</u>		20,000.00
	<i>17,878.00</i>	<i>19,085.00</i>		

APPENDIX B

1. Expenditure on website updates is significantly higher than the agreed budget. This variation has occurred as a result of the Council's former webmaster's resignation. A new web hosting company was therefore required charging more commercial rates for work and the initial set up costs.

APPENDIX C

**Fordbridge Centre: Grounds Maintenance Contract Specification**

- 18 visits to cut grass
- Monthly visit to maintain shrub beds and rose beds (new planting beds to be included)
- Weed treatment three times per year
- Prune conifers once per season
- Half moon edging at end of season

APPENDIX D

**Fordbridge Gateway Sites Maintenance Contract Specification**

- Forth Drive - 14 x Grass Cutting, 1 weed treatment of shrub beds each month – April to October
- Bosworth Drive - 1 visit per month (including edging with long-handled shears) – April to October
- Waterloo Avenue + Chester Road/Collector Road - Monthly visit (spraying) – April to October
- All sites - 1 visit end of season + winter visit