



TO ALL ELECTORS OF SHEVINGTON PARISH

PC FINANCE COMMITTEE MEETING

WEDNESDAY 6 JANUARY 2021 ~ 7PM
TO BE HELD VIRTUALLY

Please let the Clerk know if you intend to join the meeting by emailing clerk.shevingtonpc@yahoo.co.uk by Monday, 4 January so that you can be sent an invitation and joining instructions.

AGENDA

- 1. Apologies** – to receive apologies from Committee members.
- 2. Declaration of Interests** - to receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda.
Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 28 June 2012 and amended on 25 October 2012. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.
- 3. Minutes of the Last Finance Committee Meeting (2 December 2020)** - to consider, agree and approve the signature of the previously circulated Minutes by the Chairman as a correct record of the meeting. (enclosed)
- 4. DRAFT Budget & Precept 2021-22 (3)**
– *for discussion, agreement and recommendation* (to follow)
Documents for version 3 of the DRAFT budget for 2021-22 are in the process of being completed and will follow.
The Committee are invited to agree a proposed budget and precept for 2021-22 for recommendation to the Council.
- 5. Memorial Park Project Loan Consultation**
– *for discussion and agreement* (enclosed & to follow)
Enclosed are two versions of the text for the consultation document:
(a) the version circulated to the December Council meeting for comparison and

(b) a version with amendments by Cllr Mike Grimes (*shown in blue*) and the Clerk (*shown in green*)

Observations were made during the Council meeting that answers selected by residents to the second and third questions in the survey could negate answers to the first questions. In view of this, the second and third questions have been re-phrased. The design of the leaflet is currently a work in progress and will follow. Information about the cost of a FREEPOST licence and ways in which responses can be returned (which will be included in the leaflet) will follow.

Members are invited to approve:

(a) *the leaflet*

(b) *ways in which responses may be returned and*

(c) *deadlines for replies.*

6. Forest Fold Tenants' Association Matters

– for consideration & agreement (enclosed)

The Tenants' Association met for the first time on 10 November 2020. The meeting was held virtually and the following officers were elected:

Chair: Shaun Boyle

Vice Chair: Mike Dickinson

Secretary: Angela Power

Other Committee members elected by the tenants: Ian Lewin, Andrew Moakes and Brian Rushton

As a way of introducing themselves to the Tenants a newsletter with photographs and contact email addresses of each Committee member was produced and circulated to all tenants.

The second meeting of the Forest Fold Tenants' Association was held, again virtually, on 10 December 2020 and several issues were discussed. It was agreed that those listed below should be escalated to the Parish Council and a letter from the Secretary asking for them to be brought to the Council's attention was received by the Clerk.

(a) Pruning of trees behind plots 27 and 29B

The trees bordering plots 27 to 29B were discussed during the meeting, as a request had been made by tenants to see if the trees could be pruned. The Committee is aware of **Page 2 – Paragraph 5 – (j) - of the Tenancy Agreement for Allotment Gardens: 'The Tenant shall not, without first obtaining written consent from the Council, cut, lop or fell any tree bordering the Allotment Garden.'** and, therefore, it was agreed that a request should be forwarded to the Parish Council to ask if this could be considered. The Committee have asked that, if the Council approve the pruning, arrangements for the trees to be pruned could be made by the Council. The Committee would be most grateful if this could be considered by the Council.

(b) Administration Funding

As the Tenants' Association has been formed to manage the Forest Fold Allotment site on behalf of the Parish Council, administration costs associated with the running of the Association were discussed.

It was agreed that a request be made to the Parish Council for an amount to be allocated to the Association to cover costs such as:

Printing (Cartridges)

Paper/Envelopes

Postage

Most Tenants have provided contact email addresses, but there appear to be at least 10-12 who have not and, therefore, in order to communicate with these tenants printing and posting is required. The Committee would be most grateful if this could be considered by the Council.

(c)Green Cabin

On occasion tenants receive deliveries of things such as compost, leaves, soil for their allotments. These things are usually shared with other tenants on the site and are left in one section of the allotments car park for tenants to collect and transport using (usually) a wheelbarrow to their allotments. The Association would like to increase the size of the area in the car park allocated for this, but there is currently a metal storage (container type) unit taking up the space they would like to use. The Committee have asked if this unit could be moved to another location. They are prepared to investigate the cost of the move and relocation of the unit, but have not so far suggested a new location. However, they have asked whether the Council would consider funding the move. At present nothing is stored in the container.

Enclosed (for members' information) is a statement of income, expenditure and balances for the Allotments account over the past 13 years.

Members are invited to consider the requests and agree the best way forward in each case.

7. Forest Fold Allotment Rent Review – for agreement

Allotment plot rents were last reviewed five years ago and increased to current levels in 2016. The table below shows current rents:

ALLOTMENT SIZE	RENT (£)
Small	25.00
Medium	32.50
Large	38.75
Non-conforming	42.50
Raised Bed	2.50
Hens	12.50

The amount currently raised annually is **£1,336.50**. There is no tenant with hens. *Members are invited to review the current rents and agree the best way forward.*

8. Forest Fold Road Repairs – for approval

A resident of one of the properties in Forest Fold has asked the Clerk to bring to the Parish Council's attention that there are 2 areas of tarmac adjacent to the bowling green car park that require repairs.

The first area is caused by subsidence following the resurfacing of a section of the road some years ago when the the road was dug up to lay an electrical supply to the bowling green pavilion and toilets. The subsidence has subsequently caused the opening of a pothole.

The second area is a pothole at the intersection of the road and the bowling green car park caused by impact of vehicles bouncing over the kerb edging onto the road when leaving the car park.

The resident observes that, if neither of these areas receives attention, the problem will only get worse over time resulting in higher costs.

Members are invited to consider the matters raised by the resident and agree the best way forward.

9. January Newsletter – for approval (enclosed)

The proposed text for most articles is enclosed.

Members are invited to approve it.

10. Financial Aid Applications – to receive/approve

11. Dates of Next Meetings: 20 January (Council);

3 February (Policy & General Purposes Committee)

OPEN TO THE PUBLIC AND PRESS

K Pilkington

Clerk to the Parish Council

