



Rendlesham Parish Council

'Committed to actively engage'

Heather Heelis PILCM DipHE
Parish Clerk

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Meeting: Finance & Asset Committee

Date: 7 February 2019

Time: 8pm

Venue: Jubilee Park Pavilion

Members: Mike Stevenson (Chairman), Nigel Harding, Mike Parry, Martyn Redfern and Kay Nash

Present: Mike Stevenson (Chairman), Mike Parry, and Kay Nash

In attendance: Heather Heelis (Parish Clerk)

Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue the meeting for no longer than 30 minutes to conclude or defer the business in hand.

Minutes

1. Apologies

Martyn Redfern (work) and Nigel Harding (away).

2. Declarations of Interest

None.

3. Minutes of the meeting held on 13 December 2018

Agreed.

4. 2018-2019 Account

Confirmation that the year end closedown of the accounts will take place on 16 April 2019. Noted.

5. Finance

- a) Purchase of 11 bins for community events. **Agreed** to purchase 11 bins at £14.99 excl VAT.

6. Grants/Donations

- a) Good Neighbour Scheme – start up grant request of £500. It was noted that there was no constitution attached to the application. Kay Nash proposed to give a grant of £500 subject to sight of the constitution. **Agreed** to give delegated authority to the Clerk to forward the grant following due diligence of eligibility. Funds to come from contingency.

2019-1

7. **Purchase of Litter Bins for Village Square**
Agreed to relocate the existing double bin nearer the bench outside the parish office and monitor.
8. **Consideration of purchase of orange fencing and stakes**
 - a) **Agreed** to purchase 200m of orange fencing and 100 stakes. **Agreed** to purchase 2 lump hammers.
9. **Setting benchmarks (M Redfern)**
 - a) Insurance claim – To consider setting a minimum level for making a claim. Noted that Martyn Redfern offered to be a referral point on claims.
10. **Mayhew Road – Gates and fencing repairs update**
Kiwi Services will be appointed. Awaiting a start date.
11. **Suffolk Coast & Heaths AONB**
Village Centre Management Plan – Remove from agenda.
12. **Public Sector Websites**
 - a) The Public Sector Website Accessibility Regulations Briefing – noted that the website meets the regulations.
 - b) Operation London Bridge – **Agreed** to follow Operation London Bridge procedures with the website.
13. **Shredding Lyreco charge**

It was **agreed** to contract Lyreco to carry out shredding of confidential information.
14. **Matters for the next meeting**
 - a) Pressure washer – consideration of pressure washer
15. **Articles for the newsletter**
 - a) Mike Stevenson has submitted the precept article for the March newsletter.
16. **Next meeting:** 11 April
17. **Dates of 2019 meetings:**

13 June	10 October	14 November	12 December
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Meeting closed at 21:05

SIGNED



DATED

21/4/19

2019-2

