

## WROCKWARDINE PARISH COUNCIL

**Minutes of the Finance & General Purposes Committee Meeting held on Thursday  
25<sup>th</sup> March 2004  
at Admaston House at 7.30 p.m.**

---

*Owing to unforeseen circumstances the start of the meeting was delayed until 8.00pm*

**Present:**

Cllr. – Cllr. E.A. Cowling – Chairman  
Cllrs. C. Carver and S. Rawlings.  
Mr. M. Goldstraw – Clerk

**Also in attendance:** Cllr. Ms. T. Kenny and Cllr. Powell  
Two members of the public.

Cllr. Powell made it clear to all present that he was attending in his capacity as Secretary to Admaston House Trust.

### **F&GP**

The Chairman welcomed all to the meeting and stated that it was good to see members of the public present to witness the business of Council.

#### **04/09 Apologies for Absence**

Apologies were received from Cllrs. Ballantyne and Craik and accepted by the Committee.

#### **04/10 Minutes**

**The Minutes of the meeting held on 26<sup>th</sup> February 2004 were confirmed and signed, by the Chairman, as a true record.**

#### **04/11 Budget Considerations**

**a) Prevention of vehicles gaining access to Admaston Green and adjoining land.**

The Clerk informed the Meeting that the resolution of minute F&GP 04/04:  
*[To recommend to Council:*

*That in order to solve the problem of vehicles being driven onto Admaston Green and adjoining Trust land, Council should purchase and install (subject to satisfactory quotes including all materials and labour being obtained) thirty one rigid wooden bollards and one metal drop bollard. The budget allocation of the expenditure being as follows: 22 bollards plus one drop bollard along with associated installation costs to be funded from the village improvement heading and nine bollards along with associated installation costs to be funded*

*from the section 137 Grants heading as a grant to Admaston House Trust (said bollards to be protecting Trust land) SUBJECT TO the understanding that, and agreement from, the Trust that they will IN ADDITION to the above, pay for no less than two drop bollards including all materials and labour. ]* had been referred back to the Committee for further consideration.

Cllr. Rawlings explained to Members the thoughts behind the request for the matter to be reconsidered and the meeting was asked to consider alternatives to the proposal and further explore costs.

Members discussed the need to prevent vehicles gaining access to Admaston Green along with current usage of the Green and any perceived level of misuse.

The Chairman suspended Standing Orders to allow the two Admaston House Trust Members to answer questions put to them by Committee members.

Alternatives to the proposed bollards were discussed and a quote for a possible trench system was tabled to give the meeting an idea of alternative costs.

Members heard that a large number of vehicles used the green at the times football matches were held, having already filled the Trust car park. It was agreed by all present that although these vehicle owners did not have specific permission to use the green it was felt that there was no desire by Council to prevent them doing so as long as there was no ongoing damage to the Green. The Trust representatives also stated that they had no problem with the footballers using the car park as they rented facilities within the Community Centre. Fears were expressed by all that if the footballers were prevented from parking on the Green their displaced vehicles would cause further unwelcome safety problems on the main road. It was agreed that it was not desirable to prevent these legitimate vehicles using the Green.

Members of the Committee were of the view that the problems being encountered by the Trust could be solved more effectively and at a far lower cost by preventing vehicles accessing the whole of the car part during times when the House was not in use by way of a gate at the main entrance and then some other method to prevent vehicles accessing without authority other parts of Trust land when the main gates were open.

Cllr. Kenny suggested that a proposition be put recommending that Council look favourably upon any grant application from the Trust to fund a gate and bollards (to be placed at suitable points upon Trust property yet to be decided by the Trust) to restrict access to other parts of Trust property and prevent unauthorised access to Trust Land.

The Chairman resumed standing orders and put the suggested proposition himself to the Meeting that: Council look favourably upon any grant application from the Trust to fund a gate and bollards (to be placed at suitable points upon

Trust property yet to be decided by the Trust) to restrict access to other parts of Trust property and prevent unauthorised access to Trust Land. The proposition was seconded by Cllr. Rawlings. It was **RESOLVED** that Council look favourably upon any grant application from the Trust to fund a gate and bollards (to be placed at suitable points upon Trust property yet to be decided by the Trust) to restrict access to other parts of Trust property and prevent unauthorised access to Trust Land.

*During the above discussion, the Chairman asked the meeting to consider the possibility of Cllr. Ms. Kenny joining the Committee. Cllr. Kenny confirmed her willingness to do so and Members resolved to accept her onto the Committee subject to the approval of Council. The Clerk was asked to place the matter on next agenda for Council.*

#### **b) Street Lighting/Footway Lighting**

The Clerk informed the meeting that Cllr. Ballantyne had been asked by residents to bring a matter of concern to the attention of Council. Members agreed that the item could be held over until such time as Cllr. Ballantyne was able to put the concerns to the meeting.

**The Chairman informed the meeting that there was another matter which may involve Council in expenditure but owing to the nature of the business he proposed to introduce the item prior to the close of business as it was (for the time being) confidential and members of the public would be required to leave the room.**

#### **04/12 Review of Standing Orders**

The Chairman thanked the Clerk on behalf of the meeting for the thorough preparation of the draft Standing Orders.

The Clerk was asked by the meeting if he would add to the Draft in suitable wording the recommendation by the Auditor that apologies should be presented to the Clerk (and only to the Clerk) prior to any meeting and that the reason for absence should be acceptable to Council.

The Clerk was also asked if he would look into the matter of co-option of Councillors onto Committees and make reference to same in the Standing Orders. Subject to the above, it was **RESOLVED** that the Standing Orders be recommended to Council.

#### **04/13 Review of Council Insurance**

The Clerk reported that he had written to the insurance company three separate letters relating to three separate matters and received to date only one reply. Regrettably that was relating to Risk Assessment. The meeting was asked by the Clerk to postpone the review until the replies necessary had been received. It was resolved to defer the matter to the next meeting.

#### **04/14 Risk Assessment**

The Clerk tabled a recommended format for carrying out risk assessments

provided by the Council Insurers. Cllr. Rawlings expressed some concern over the qualifications of Councillors to carry out such assessments. The Clerk stated that Members had been asked to provide a list of items/areas that were considered to need risk assessment and subject to any additions; it was known that the main assessments would need to be:

- i) Playing Fields and other open spaces
- ii) Benches and notice boards
- iii) Bus shelters

The Clerk went on to confirm that Council had just commissioned ROSPA to carry out safety checks on the play ground and play equipment at Wrockwardine and it was felt that this would in itself be a risk assessment from qualified personnel. Of the remaining items, it was felt that the bus shelters (with advice from the Council handyman) and open spaces were within the capabilities of the Clerk and Members provided they follow the criteria set down in the risk assessment sheets.

#### **04/15 Next Meeting**

Members agreed that the next meeting should be Thursday 22<sup>nd</sup> April 2004 at Admaston House Community Centre at 7. 30 p.m.

The Clerk brought to the attention of the meeting a communication received from a member of the public asking for an explanation of the level of precept to be raised in the forthcoming year. The Clerk gave basic financial information to those members of the public who were present at the meeting and informed Councillors that the Chairman of Council had requested of the meeting that he be allowed to personally reply to the request for more information. Members were content to ask the Chairman of Council to give a detailed personal reply on behalf of Wrockwardine Parish Council.

#### **SCHEDULE 12A LOCAL GOVERNMENT ACT 1972**

**RESOLVED** that the press and public be excluded from the meeting for the remaining item of business which is confidential and may disclose exempt information

#### **04/16 Threatened Injunctive Proceedings**

There being no further business the meeting closed at 9.07 p.m.

*Signed* \_\_\_\_\_  
*Chairman*

*Date* \_\_\_\_\_