

FORDINGBRIDGE TOWN COUNCIL

Minutes of the General Purposes Committee meeting held on Wednesday 17th January 2024 at 7.30pm.

(Minutes draft until approved at the following meeting of the Committee)

Present: Cllr Hinton – Chair
Cllrs Cameron, Lewendon, Millar, White and Wilson

In Attendance: Paul Goddard, Town Clerk
Cllrs Bailey, Paton, Shering & Woods (NFDC) (Public gallery)

1. To receive apologies for absence

No apologies.

2. To receive any declarations of interest

No declarations of interest.

3. To confirm the minutes of the meeting held on the 15th November 2023 and report on any matters arising.

Cllr Millar proposed and it was seconded by Cllr Cameron and therefore **RESOLVED**: that the minutes of the meeting held on the 15th November 2023 be signed as a true record with the amendment 'bus shelter' instead of 'bus stop'. All in favour.

Matters Arising:

Agenda point 8 – Diversion of footpath 7

Cllr Hinton had corresponded with HCC to advise that the Town Council's position remained unchanged and the Town Council would wait for the formal consultation.

4. To elect a vice chair

Cllr Hinton proposed and it was seconded by Cllr Millar and therefore **RESOLVED**: to elect Cllr Cameron as vice chair of the General Purposes committee.

5. To receive any matters raised by members of the public

None

6. To report on any matters concerning St Marys Closed Churchyard and Stuckton Road Cemetery

- To consider the maintenance charges for the church side of the cemetery
The Clerk referred to the NALC guidance note L01-18 Financial Assistance to the Church. Cllrs discussed the note, the practicalities of maintaining the church side of the cemetery and the risk to the Town Council. Cllr Millar proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to continue with the maintenance of the church side of the cemetery. All in favour.

Cllr Millar asked if the laurel hedge at the cemetery could be cut back.

7. Matters relating to the use of the Town Hall

The architects undertook a measured survey of the Town Hall today. The Avon Valley Shed Wednesday meetings are going well. The town's district councillors are booking the Town Hall for a monthly surgery and the first one has taken place. There is a potential weekly morning badminton booking. Cllrs discussed this booking, which would be open to anyone. The Clerk would look at the situation regarding public liability insurance and Cllr Wilson would revisit with the group the suggested charge of £15 for an hour's booking.

8. To report on any matters relating to the Information Office

Nothing to report

9. To report any matters concerning footpaths

- Jobs for Lengthsman – 9th February 2024
 - Cut the laurel hedge at Stuckton Road cemetery
 - Clear the overgrown footpath between Victoria Road and Victoria Gardens

10. To report on any matters concerning Allotments

- To consider a review of the allotment tenancy agreement

The new agreement was drafted in light of recent experiences and looking at other tenancy agreements. A separate agreement would be needed for the Augustus Park allotments, given the constraints of that site and proximity to neighbouring properties. Cllr Lewendon proposed and it was seconded by Cllr Wilson and therefore RESOLVED: to adopt the new tenancy agreement. All in favour.

Pennyfarthing need to be chased to allow the transfer of title of the Augustus Park allotments to the Town Council, so that a contractor can be instructed to dig boreholes.

11. To consider the installation of a generator at the Town Hall

SSEN had approved a grant of £7,798.03 from its Resilient Communities fund to meet the costs of a generator (£5,322.90) and its installation (£2,475.13). There would be some additional cost either to adapt the shed or to lay a hardstanding behind the Town Hall. Cllrs discussed the logistics of installing, securing and operating a generator and felt bolting it to a hard standing with a cover might be best. Cllrs also considered the benefit to the local community. Cllr Lewendon proposed and it was seconded by Cllr Wilson and therefore RESOLVED: to install a generator at the Town Hall. All in favour. The assistant clerk's good work in securing the funding was noted.

12. To review the Terms of reference for the Committee

Cllrs discussed the current terms of reference and proposed the following changes:

- Change the references to "Fry's Field Allotments" to "allotments under the Town Council's control" (pts 5, 11 & 12)
- Change "Town Hall" to "Town Hall maintenance", as land and buildings now sit under the Finance & Policy Committee (pt 5)
- Remove an apostrophe (pt 8)

Cllr Hinton proposed and it was seconded by Cllr White and therefore RESOLVED: to recommend the terms of reference for the committee with the above changes to Council. All in favour.

13. To note any items of correspondence

No items of correspondence.

14. To receive a report from the Clerk or any other relevant business

Cllr Hinton is waiting on further information regarding the request for a portaloo at the allotments.

15. To note the date of the next meeting as 20th March 2024

The meeting finished at 8:05pm.