

Meeting of the Resources, Finance, Health and Safety Committee of Tibshelf Parish Council held on Tuesday 4th July 2023 at 7pm in the Parish Council Meeting Hall

MINUTES

Present: Cllr A Beckett, Cllr S Wood, Cllr L Kingscott, Cllr J Gilbody, Cllr H Varney, Cllr B Jones, Cllr M Watkinson.

In attendance: R Tattershaw – Parish Clerk.

RFHS001 1 To elect a Chair for the forthcoming year

The Clerk asked for nominations for the position of Chair.
Cllr Beckett nominated Cllr Kingscott, seconded by Cllr Gilbody.
A vote was taken: All in favour.

RFHS002 2 To elect a Vice-chair for the coming year

The Chair asked for nominations for the position of Vice-Chair.
Cllr Beckett nominated Cllr Jones, seconded by Cllr Wood.
A vote was taken: All in favour.

RFHS003 3 To receive apologies for absence

Apologies received from Cllr Ward.

RFHS004 4 Declaration of Members' Interests

None.

RFHS005 5 Requests for Dispensations

None.

RFHS006 6 Public Speaking

None.

RFHS007 7 Confidential items

It was agreed item 23 was confidential as it related to staffing.

RFHS008 8 To approve the draft minutes of the meeting of the Parish Council Resources Committee held on 7 March 2023.

It was moved by Cllr Wood, seconded by Cllr Gilbody and **resolved** unanimously to accept the minutes of the 7 March 2023 as an accurate record.

RFHS009 9 To approve the draft minutes of the meeting of the Parish Council Health and Safety Committee held 31 January 2023.

It was moved by Cllr Wood, seconded by Cllr Beckett and **resolved** unanimously to accept the minutes of the 31 January 2023 as an accurate record.

RFHS010 10 To approve the draft minutes of the meeting of the Parish Council Finance Committee held 2 May 2023.

It was moved by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously to accept the minutes of the 2 May 2023 as an accurate record.

RFHS011 11 To note the ROSPA playground inspection report completed May 2023 for the Shetland Road playground and outdoor gym.

The Clerk confirmed the report findings and action to be undertaken - no high risks were identified.

RFHS012 12 To note completion of the cemetery safety inspection report and agree action for identified medium risks.

It was moved by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously that the Clerk would write to family contacts and inform them of medium risk memorials identified in the memorial safety test undertaken.

RFHS013 13 To consider as an alternative to privately purchased memorial benches at the parish cemetery the installation of 100% recycled 1.5 metre commemorative bench at a cost of £544.15 (incl. a ground anchor kit) and the offer of memorial plaques to be fixed to the bench.

It was moved by Gilbody, seconded by Cllr Jones and **resolved** unanimously to purchase a memorial bench at a cost of £544.15 and offer memorial plaques at a cost of £50 each with a 5-year renewal fee of £10.00. To go on the agenda for Full Council approval.

RFHS014 14 To consider adding a price for cremated remains for ex members of the Parish to the Burial Fees.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously to add a price of £200 for cremated remains for ex members of the Parish.

RFHS015 15 To consider increasing the current maximum memorial height from 30" and associated fees.

It was moved Cllr Watkinson, seconded by Cllr Jones and **resolved** unanimously to increase memorial heights to a maximum of 36" with the following associated fees:

Memorial application fee max 21" x 21" ex resident of the Parish £200.

Memorial application fee over 21" to max 30" within the Parish £200.

Memorial application fee over 21" to max 30" outside of the Parish £400.

Memorial application fee over 21" to max 30" ex resident of the Parish £300.

Memorial application fee over 30" to max 36" within the Parish £400.

Memorial application fee over 30" to max 36" outside the Parish £800.

Memorial application fee over 30" to max 36 ex resident of the Parish £600.

RFHS016 16 To consider the pre-purchase of cemetery plots and associated fees

It was moved by Cllr Beckett, seconded by Cllr Gilbody and resolved unanimously not to approve the pre-purchase of cemetery plots.

RFHS017 17 To review the Football Club Licence for the use of the Shetland Rd playing field.

It was proposed by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously to hold a meeting on Tuesday 8th August 2023 at 7pm to review the football club licence. The Clerk to invite representatives of the football club to attend.

RFHS018 18 To consider actions to meet health and safety requirements to the boundary of the Shetland Road playing field.

The report provided by the Clerk was considered. It was moved by Cllr Kingscott, seconded by Cllr Beckett and **resolved** unanimously to install 6 x A3 signs warning the public of a steep bank and the risk of falling at a cost of £960.00. These will be installed around the perimeter of the Shetland Road playing field.

RFHS019 19 To consider the installation of CCTV at the Shetland Road playing field.

It was moved by Cllr Gilbody, seconded by Cllr Watkinson and resolved unanimously to review the requirement for CCTV at the Shetland Road playing field in 12 months.

RFHS020 20 To note the recent actions on the new tarmac cemetery path.

The Clerk updated the meeting on the recently identified issues with the tarmac cemetery path. Cllr Watkinson offered his support with any future meetings.

RFHS021 21 To consider replacing the Parish Council petrol run equipment.

The report provided by the Clerk was considered. It was proposed by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously to replace the council hedge cutter and strimmer with battery operated equipment at a cost of £1021.20. To go on the agenda for Full Council approval.

RFHS022 22 Exclusion of public and press

To exclude the public & press, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.

RFHS023 23 To consider and agree actions on the Staffing Review Report completed December 2022

The Staffing Review Report was considered, and recommendations will be made to the full Council meeting on the 17 July 2023.

RFHS024 24 To confirm date and time of next meeting.

8th August at 7pm.