

**Minutes of the meeting of the  
Playing fields, Allotments and Amenities Committee  
held on Tuesday 12<sup>th</sup> October 2021 at 4pm**

Meetings are being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

**Present:** Cllr D King– Chair of the Committee  
Cllr S Gurney  
Cllr Douglass  
N Carver – Clerk  
G Ellis – Finance Officer

The Chairman welcomed members of the committee.

**1. Apologies and acceptance for absence**

There were apologies received from Cllr Diffey, and Cllr Avenell these were ACCEPTED.

**2. Declarations of Interest and Dispensations**

No further dispensations or declarations were made.

**3. To Approve the Minutes of the Meeting 7<sup>th</sup> September 2021**

The Minutes had been circulated from the meeting of 7<sup>th</sup> September 2021, Cllr King proposed to accept the minutes. It was

**RESOLVED TO ADOPT THE MINUTES**

**4. Public Participation**

No members of the public present.

**5. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting. Proposed by the Chair, Agreed by All.**

**6. Budget Setting**

Draft budget papers prepared by the Clerk and Finance Officer were circulated to all Councillors on the committee.

The following amendments were discussed and changes made:

Cost Centre 210

Code 4195 – Keys and Locks to become the main cost centre for all Grounds

Code 4205 – Replacement Bins – Reduce to £250 from £1000

Code 4215 – Seats Repairs and Replacements – Reduce to £500 from £1000

Code 4260 – Shrub/Tree/Hedges – Reduce to £750 from £1500

Cllr Gurney proposed to advertise for a Community Shrub Appeal, Seconded by Cllr Douglass and AGREED. Clerk to advertise in the next addition of Just Hellesdon.

Code 4435 – Contingencies – Reduce to £4000 from £4552.

The following codes to be removed

4245 and 4385

Code 4220 – Signage to be re allocated top cost centre 130

Cost Centre 220

Code 4290 – Servicing – Reduce to £5800 from £6300

Code 4295 – Equipment new & replacement – Reduce to £0 from £3360

Cllr King Proposed items to be purchased this year from EMR to go to Council in November. Seconded by Cllr Gurney and AGREED

Cost Centre 230

Code 4450 and 4455 – Combine codes to one.

Cost Centre 240

Code 4195 – Keys and Locks to move to Cost Centre 210

Code 4295 – Equipment new and replacement – Reduce to 0 from £9975.00

Cost Centre 255

Code 1220 and 1230 – Combine codes and reduce total to £500

Code 4195 – Keys and Locks to move to Cost Centre 210

Code 4560 – Property Maintenance and replacement – Reduce to £2200 from £3203

Cost Centre 270

Code 4655 – Bus Shelters – Reduce to £500 from £1260

**7. Exchange of Information**

Cllr Gurney updated on the apiary, the bees have now been bedded down for the winter. This is now the time where they will be doing maintenance to the area and tidying the site.

Thanks were given to the caretakers and Grounds staff for all there help and support.

**8. To confirm the date, time and venue of the next meeting**

The next meeting of the committee will be Budget setting date and time TBC

**MEETING CLOSED AT 5:42pm**