



Meeting held via 'Zoom' video conferencing due to ongoing Covid-19 situation.

Councillors in attendance: Chairman: Steve Williamson (SW), Adrian Collins (AC), Max Harwood (MH) and Gerard McCloskey (GM).  
Clerk: Debbie Harknett.

There were no members of the public in attendance.

Meeting started at 10.00am.

Chairman: Steve Williamson  
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Clerk: Debbie Harknett  
clerk@rogateparishcouncil.gov.uk

- 1) **Recording of the meeting** - it was noted that the meeting would not be recorded.
- 2) **Election of Chairman and Vice-Chairman**
  - a) MH's proposal that SW continue as Chairman was seconded by GM and unanimously approved. SW was disappointed that nobody else felt able to take on the chair; GM's offer to learn in the next three months and reconsider was welcomed by SW.
  - b) SW's proposal that GM continue as Vice-Chairman was seconded by MH and unanimously approved.
- 3) **Apologies for absence** - n/a.
- 4) **Declarations of interest** – none.
- 5) **Minutes of last meeting** – The minutes of the meeting held on Monday 27<sup>th</sup> April 2020 were approved and signed as a true record.
- 6) **Representations from the public** - none.
- 7) **To agree contract for outdoor gym equipment/placing order**
  - a) Clerk had circulated a revised quote from Fresh Air Fitness (based on 6 items of equipment at a cost of £8,332.50+vat) and a sample contract for members to consider.
  - b) Clerk recapped, in addition to the PC agreeing to meet half the cost (to a maximum of £5,569) Elena was congratulated on obtaining donations of £1,500 with verified promises of a further £4,650 – total £6,150 to date.
  - c) GM explained if they are successful in raising additional funds they hope for a phase II which could include equipment suitable for disabled users but these may need to be sited nearer to the path to allow wheelchair access.
  - d) MH noted the conditions for the guarantee seemed quite strict in terms of regular inspections; something we struggle to find volunteers to do for the play equipment.
  - e) GM noted the installers are local and they are asking if an agreement could be made with them.
  - f) MH noted the outdoor gym equipment is less expensive than play equipment but reminded the committee we have to be aware there will be ongoing maintenance costs.
  - g) GM reminded the meeting there is in an initial two-year maintenance contract included free of charge.
  - h) SW noted the quote is subject to the ground being level and soft and having good access. From his experience at Rake Playground additional costs were incurred for uneven ground. AC noted the playground area was a large area while these are individual units which will hopefully cause less of an issue. GM noted this requirement and will get the ground checked in the weeks between order and installation. SW added there may be local help to level any bits if necessary.
  - i) Clerk reminded the meeting a lease would be required between the Village Hall and PC on a similar basis as the playground with a peppercorn rent.
  - j) SW's proposal of **resolution 'to place the order with Fresh Air Fitness for 6 pieces of outdoor gym equipment as per quote of 1/9/2020 for £8,332.50+vat (with outlay from**

**PC funds of £4,166.25) and accept their terms and conditions'** was seconded by AC and unanimously approved.

- k) Next step – Clerk to send email confirming order; FAF will send contract for signature and 50% deposit will be required.

**8) To consider Cilca training for Clerk**

- a) Costs has been circulated prior to the meeting – SLCC training course is £250+vat and Cilca registration £350.
- b) It was agreed no discussion was necessary. GM's proposal of **resolution 'Parish Council meet the full cost of the Cilca training and registration'** was seconded by SW and unanimously approved.

**9) Date of next meeting** - The next Finance Committee Meeting was scheduled to be held at 7.30pm on Wednesday 30<sup>th</sup> September 2020 via 'Zoom' video conferencing.

- GM will investigate online banking facilities and report to meeting.
- MH has included agenda item requesting items to include in the budget.

There being no further business the meeting closed at 10.30am.

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**Chairman**

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**Date**