

Wendover Parish Council

Minutes of the Property Management and Tourism Committee Meeting

Held on 27 October 2008

In Wendover Memorial Hall at 11.25 am

Present:- Cllrs Mrs Ballantine, Mrs Toft-Hunt, Mrs Hetherington, Worth and Mrs Dowell
Clerk: Fiona Lippmann

PM9/19 ELECTION OF CHAIRMAN

Cllr Mrs Toft-Hunt, as the Chairman standing down from the role on this committee, asked for nominations. Cllr Mrs Hetherington was nominated and seconded. Cllr Mrs Hetherington accepted the nomination. A vote of agreement was taken. Cllr Mrs Hetherington took the Chair

PM9/20 APOLOGIES FOR ABSENCE

There were no apologies for absence.

PM9/21 DECLARATIONS OF INTEREST

Cllrs Worth, Hetherington and Ballantine all declared a personal interest in agenda item 7(b) To consider an estimate for planning an additional tree on Manor Waste, as they were all members of the Wendover Society.

PM9/22 PUBLIC PARTICIPATION

There were no members of the public present.

PM9/22 MINUTES OF THE MEETING held on 19 August 2008

These were accepted as a true record and signed by the Chairman.

PM9/23 PRODUCE MARKET

- The advertising leaflet for the Produce Market for 2009/10 was approved and the printing costs of £329 accepted, with the Clerk being given delegated power to approve any increase by 10% from the printers, should the changes be charged.
- The market rental was reviewed. It was **agreed** to do a 6 monthly rental review in future. The market rent would be kept at the present level. The next review would be in April 2009.
- It was agreed that the Clerk's office would take responsibility for collection of rents and management of the local produce market.

PM9/24 MANOR WASTE

- Options for replacement seating were considered. It was **agreed** that two new seats would be purchased, being the Glasdon Stanford Seat in Brown Enviropol. The Clerk would obtain a quote on having the ends personalised.
- The Clerk outlined the informal quotations to plant an additional tree. It was **agreed** to defer a decision once more accurate costs were obtained. A letter would be sent to the Wendover Society to outline the situation.
- The bollards were discussed. It was **agreed** to repair the existing. More information was requested on replacement options and costings.
- It was **agreed** that Cllr Toft-Hunt and the Clerk would approach BCC for an informal meeting to discuss, without prejudice, the situation at the back of Rumsey's.

PM9/25 PRECEPT

The following budget requirement was discussed and **agreed** for the 2009/10 precept.

Nominal	2007/8 Actual	2008/9 Budget	6 month Actual Spend 2008/9	2009/10 Proposed Precept
Telephone	441	500	294	600
Petty Cash and Postage	308	500	300	500
Computer and Maintenance	907	200	294	700
Web Site Management	266	500	500	500

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Training	366	500	419	500
Clothing Allowance	350	350	350	300
Sundries	217	100	49	150
Clock Maintenance	0	500	0	500
Clock Tower Maintenance	2518	5000	174	5000
War Memorial Maintenance	0	0	0	500
Manor Waste Maintenance	2080	0	382	10000
Manor Waste Events	1991	3500	1039	3500
Produce Market Costs	229	300	0	400
Water - Clock Tower	147	300	81	300
	9820	12750	3232	23250

- b. It was **agreed** that the re-ordering of stock for the shop would be managed by the Clerk's office. New lines in souvenirs would be discussed by the Committee prior to approval. Sale items to be discounted would be decided at the discretion of the Clerk's office taking into account stock, turnover and 'sell by' dates.
- c. The introduction of a 'card reader' was discussed. Mrs Dowell would get further information for the Committee to consider, regarding the cost implication.

PM9/26 OFFICE REVIEW

The Councillors discussed the continued use of The Clock Tower as a Parish Council Office. It was **agreed** to ask full Council to appoint a working group to investigate any other options.

PM9/27 MATTERS OF REPORT

There were no matters to report

PM9/28 DATE OF NEXT MEETING

The date of the next meeting was still to be decided.

PM9/29 CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 1.40 pm.

Signed _____

Date: _____

Chairman