



New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP
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Minutes of the meeting of New Alresford Operations and Resources Committee held on Tuesday 21 June 2022 commencing at 7.30pm

Name	Present	Apologies	Absent
Cllr Evans (Chair) (SE)	✓		
Cllr Bean (AB)	✓		
Cllr Divall (KD)	✓		
Cllr Gordon Smith (RGS)		✓	
Cllr Weston (MW)	✓		
Cllr Deeming (SD)			✓

ALSO PRESENT: Marcia Phillibert – Town Clerk/RFO and Sarah Johnson – Deputy Clerk
The Chair welcomed all present to the meeting

OR22/021 Apologies for absence.

Apologies received from Councillor Gordon- Smith

RESOLVED: That apologies from Councillor Gordon-Smith are approved

Proposed: MW		Second: AB	
For: All	Against:	Abstain:	

OR22/022 Dispensations for disclosable pecuniary interests under Section 33 of the localism act 2011.

The Clerk advised no pecuniary interests received

OR22/023 Declarations of disclosable pecuniary and non-pecuniary interests on items on the agenda.

No interests declared

OR22/024 Public participation

No members of public present

OR22/025 Approve the minutes and recommendations of the Operations and Resources Committee held on 17 May 2022.

RESOLVED: That the minutes and recommendations of the Operations and Resources committee held on 17 May 2022 are approved.

Proposed: MW		Second: AB	
For: All	Against:	Abstain:	

OR22/026 New NATC Website

Forum Marketing presented proposed changes to the new Council website design and these were reviewed by the Committee. Additional changes were suggested. Forum Marketing will continue to develop the new website.

OR22/027 Clerks Report

The Clerk's report was noted.

OR22/028 Chairs' update

Arlebury Park CCTV – Cllr Evans and Gordon-Smith have met with two businesses and are investigating obtaining a comparable third quote. The Committee are exploring the possibility of a 'buildings manager' for Alresford Recreation Centre, to manage utilities and prepare a maintenance schedule.

OR22/029 Balance Sheet, Bank Reconciliation, Bank Statements, Income and Expenditure and Payments Reports as of 30th April and 31st May 2022

The finance reports for April and May 2022 were reviewed.

OR22/030 Internal Audit report

The Internal Audit report for the year ending March 31st 2022 was reviewed.

OR22/031 Annual Governance and Accountability Return for 2021/22 sections 1 and 2

The Annual Governance and Accountability Return for 2021/22 sections 1 and 2 were reviewed.

OR22/032 Notice of public rights and publication of unaudited annual governance & accountability return inspection period

The notice of public rights on Wednesday 29th June 2022 and publication of unaudited annual governance & accountability return inspection period from Thursday 30th June until Wednesday 10th August 2022, was reviewed.

OR22/033 Training and Development Policy

The draft Training and Development Policy was reviewed.

OR22/034 Photocopier/ printer contract

The Council's lease contract for the photocopier/ printer has come to an end. Following investigation, the Clerk advised that leasing rather than purchasing the item is more cost effective.

Three quotes for leasing a photocopier/ printer were reviewed. The quotes were not like for like as this could not be achieved.

RESOLVED: That the quote from Deos for leasing a photocopier/ printer at a cost of £525 per quarter to include paper and ink is approved

Proposed: SE	Second: AB
For: All	Against: Abstain:

OR22/035 Telephone contract

The Council's contract for leasing the telephones has come to an end. Currently the phones are provided separately to the calls by two providers. Two quotes were reviewed for a new telephone lease contract to include phones and calls, one for six years and one for seven years.

RESOLVED: That the quote from Circle Cloud for providing telephones and calls for seven years at a cost of £111.02 per month is approved, subject to ensuring the phones will work with 'Digital Voice'

Proposed: SE	Second: KD
For:	Against: Abstain:

OR22/036 Arlebury Park car park signage

The Committee reviewed proposed signage from Winchester City Council for Arlebury Park car park.

Recommendation: That the words 'Long Stay 2 hours free' (on two lines) is suggested to Winchester City Council for use on the Arlebury Park car park sign.

The meeting concluded at 21:00 hours.

Date of next meeting – 12th July 2022