

**MINUTES OF A MEETING OF THE FINANCE & ADMINISTRATION  
COMMITTEE HELD 2<sup>ND</sup> FEBRUARY 2016**

**Councillors Present:** Cllr. Ian Corben, Cllr. Jerry Hall, Cllr. Jim Mitchell, Cllr. Derek Pretty (Chairman), Cllr. Shankerlal Sthankiya, Cllr. Jane Welsh, Cllr. Chris Yates

**F693 Apologies**

Cllr. Keith House, Cllr. Kevin Paddick

**F694 To consider the Minutes of the meeting held 5 January 2016**

That the Minutes of the meeting held on 5 January 2016 be signed by the Chairman as a correct record.

**F695 Correspondence Received**

a) Clerks & Councils Direct, January 2016, Issue 103

b) Eastleigh Borough Council – Food Safety & Hygiene routine inspection of paddling pool kiosk was carried out on 28 January 2016 and no legal issues were highlighted.

c) The Town Clerk reported that he has a meeting with a company called Encoded to further the feasibility of providing secure automated payments on-line. He has negotiated a rate of £1,000 a year as a start-up cost to establish its take-up and popularity for the public in using such a facility on line. This is a heavily subsidised cost and is an introductory rate. On top of this is a maintenance cost of £100 per month. Members were happy to authorise this to be furthered.

d) Letter from Eastleigh Borough Council providing the Town Council with a copy of the byelaws for acupuncture, tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis.

**F696 Matters to be Resolved**

**Approve BACS Hedge End Town Council Expenditure for January 2016**

The Town Clerk reported on the latest bank balances and the financial position of the Town Council

**RESOLVED**

That the Town Council approve the BACS Hedge End Town Council expenditure for January 2016

**F697 To provide an update on public conveniences provision**

The Town Clerk reported that he has been liaising with Healthmatic a company based in Calne, Wiltshire. He tabled a detailed report on the processes involved in considering toilet replacements. In any event, the first task is to assess usage and this will allow the Town Council to understand what it is dealing with. The Town Council may be in a position to reduce provision to one or two cubicles, which will, in turn, reduce costs. The Town

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Council will need one cubicle for to up 90 uses per day and 2 for up to 200. If usage is around 150, then post charging, you would need one cubicle, which would normally be a DDA compliant cubicle. If two are needed, then one would use the DDA plus one direct access door to a cubicle and one for the service area.

Members felt that it was important to establish the number of people actually using the public conveniences before any further decisions are taken. Members agreed to authorise a timed counter purchase for the suggested period of three months to establish a clear picture of usage of the public conveniences.

**F698 To provide an update on the future of the 2000 Centre Users Group**

The Town Clerk reported that he attended the last meeting of the 2000 Centre Users group and understood that the various representatives still need to hold their own individual committee meetings. The Town Clerk confirmed that he has advised all concerned that there is an extension to the lease until June 2016.

He advised that he is in receipt of the various income and expenditure accounts for the users concerned and that the next meeting will take place on 8 February 2016 at 3.45pm in the 2000 Centre Large Hall.

There being no further business to transact, the Chairman closed the meeting at 19.38 hours.