

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 14 July 2015

Present: Cllr Cossey (Chairman), Cllrs Parkinson-MacLachlan, Thornton and Harris (ex officio)

In Attendance: Mr P J Storey (Clerk to the Parish Council)
Mrs C Taylor (Assistant Clerk to Bishopstoke Parish Council)

Public Session

No members of the public were present.

81. Apologies

81.1 Cllrs Mignot, Toher and Winstanley.

82. To Agree the Minutes of the Meeting on 9 June 2015

82.1 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** with Cllrs Harris and Thornton abstaining (absent) that the minutes of the meeting held on 9 June 2015 be accepted as a true record.

83. Matters Arising from the above Minutes

83.1 Para 71.3 Cllr Cossey confirmed that no problem existed with the erection of a fence on Parish Council owned land.

84. Declarations of Interest and requests for Dispensations

84.1 None made or sought.

85. Carnival Working Group's report

85.1 Cllr Harris reported that planning for this year's Carnival was on schedule and that applications for stalls and procession floats were being received. The purchase of some additional stakes and shelving for storage would become necessary at minimal cost.

86. RFO's Report, Budget Monitoring and Payments

86.1 A budget monitoring report had been circulated with the agenda papers and was noted.

86.2 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** unanimously that the non-confidential payments tabled for June 2015 be noted.

87. Grant Aid application

87.1 An application for grant aid had been received from the Bishopstoke Football Club for £1000 to cover training and pitch fee costs. However, whilst supporting sport in general and this application in principle, Councillors were unable to make a recommendation in the absence of a club constitution and evidence of how the organisation was planning to settle its debts. The Clerk would advise the applicant accordingly and invite a presence at the next Parish Council meeting which might help. Cllrs Parkinson-MacLachlan and Thornton offered to help with identifying

sponsors.

Action: Clerk, Cllrs Parkinson-MacLachlan and Thornton

88. Asset Management Report

88.1 Cemetery and Churchyards. A total of 9 interments had taken place in the financial year to date. The Clerk had requested SSE survey some exposed wiring at the base of a lamp standard in Oakbank Road which subsequently had been identified as redundant BT wiring which they would attend to.

88.2 Allotments. A loose dog was upsetting plot holders by leaving its mark on their plots; the Clerk would investigate.

Action: Clerk.

88.3 Play areas. The recent safety inspection report had indicated the need for on-going maintenance on some of the older play equipment which the Clerk was addressing with the play contractors. A bollard had been stolen from the Brookfield footpath at the junction with Strawberry Mead which EBC would replace and the transfer paperwork for Brookfield was still awaited which Cllr Cossey would hasten.

Action: Cllr Cossey

89. Neighbourhood Plan

89.1 Cllr Toher and the Clerk had met with the EBC planning policy staff to initiate discussion on the production of a Neighbourhood Plan; potential members of the community working group had been identified and would be approached; a combined tent for the Parish Council, Neighbourhood Plan working group and First Wessex would be available to the public at the Carnival; and a revised questionnaire incorporating First Wessex' questions as part of their survey into wellbeing in Bishopstoke would be tabled at the next full Parish Council meeting.

Action: Clerk

90. Glebe Meadow CCTV

90.1 The Clerk had met with CCTV installers to discuss the installation of CCTV on Glebe Meadow and had made recommendations to Councillors which were adopted.

91. Stoke Park development

91.1 Bellway Homes response to the various points raised on their reserved matters application to develop houses at Stoke Park Farm did not allay all Councillors' concerns. This matter was deferred to the next full Council meeting for further consideration.

Action: Clerk

92. Hampshire Electoral Review

92.1 Following the start of the Local Boundary Commission for England's electoral review of Hampshire, it was agreed the view should be expressed that County boundaries should not divide Borough wards; the Clerk would reply accordingly.

Action: Clerk

93. Emerging development needs survey

93.1 Eastleigh Borough Council was consulting on housing needs, traveller accommodation and economy and employment land briefing notes. Councillors had considered these but saw no need to comment at this time.

94. Clerk recruitment

- 94.1 Cllrs Harris, Parkinson-MacLachlan and Winstanley were prepared to form a selection panel for the new clerk with Cllr Thornton as reserve as three councillors were thought to be sufficient. Procedural advice would be forthcoming from HALC in due course.

95. Clerk's report

- 95.1 Installation work on the Riverside wall should be completed by the month end with the new railings being installed over the next week. Repainting of the remaining railings along Riverside would start in the next few days.
- 95.2 One Community was an independent charity offering support to local community groups and had invited the Council to become a paid up member in return for which we would receive access to their network, a quarterly newsletter, access to a minibus and voluntary sector support services, at an annual cost of £15.
- 95.3 Proposed Cllr Cossey, Seconded Cllr Thornton, **RECOMMENDED** unanimously that the Parish Council subscribes to One Community.
- 95.4 The Trade Council had invited the Parish Council to attend a number of free webinars and become a member of the organisation with its national and international connections but after discussion no further action was thought appropriate.
- 95.5 The Clerk had attended the recent BIFOH Community Safety Meeting at which the on-going problems in Stoke Park Woods had been discussed and which had culminated in the Forestry Commission removing some of the recreational equipment which was being abused. The Police had increased their presence in the Woods and the housing associations were focussing on those known to be involved in the poor and anti-social behaviour taking place.
- 95.6 The Clerk was pleased to report that the Community Right to Bid submission had been formally accepted by EBC wef 6 July 2015 following which an eight week consultation had commenced. It was decided not to approach owners of those buildings identified as being of value to the community as the EBC letters had already been dispatched.
- 95.7 All electrical equipment in the Parish Office and in the home possession of staff had now been checked for safety.

96. Date, time and place of next meeting

- 96.1 The next meeting will be on Tuesday 8 September 2015 at 7.30pm in the Parish Office, Riverside, Bishopstoke.

97. Motion for Confidential Business

- 97.1 Proposed Cllr Thornton, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

98. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for June 2015 (Confidential Business)

- 98.1 Members noted the report tabled by the RFO which is attached to these minutes.
- 98.2 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Thornton, **RESOLVED** unanimously that the June 2015 staff payments be noted as tabled.

There being no further business, the Chairman closed the Meeting at 8.30

Resolutions to be noted by the Full Parish Council

- 82.1 that the minutes of the meeting held on 9 June 2015 be accepted as a true record.
- 86.2 that the non-confidential payments tabled for June 2015 be noted.
- 97.1 that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.
- 98.2 that the June 2015 staff payments be noted as tabled.

Recommendations for consideration by the Full Parish Council

- 95.3 that the Parish Council subscribes to One Community.

Payments in June 2015 in excess of £500 published in accordance with the Government's transparency directive

Green Smile Ltd	Grounds maintenance	3195.73
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