

## **Members of the Parish Council – Full Parish Council Meeting**

Cllr Williams, Cllr Bosley, Cllr Farquhar, Cllr Doherty, Cllr Prynne, Cllr Gilchrist and outgoing

Chair Andy Clegg

Minutes of the meeting held on 17<sup>th</sup> May 2023 commenced at 7:00pm at

Chawton Village Hall, Winchester Road, Alton, GU34 1RX

Also, present John Hustler, John Constable, Bob Stevens and Richard Brinton

### **Agenda**

**11/22 Introduction and welcome to the new councillors from Andy Clegg and a quick general questions and answer session with the clerk. The clerk will send out relevant paperwork that is required by EHDC to each councillor after the meeting.**

Many questions asked and clerk confirmed paperwork will be emailed to all new councillors.

**12/23 Following the election of the new council members would any councillors propose a new chair? If two or more are proposed the councillors will vote in line with standing orders.**

The councillors unanimously stated that until the final councillor positions were filled, they would not propose a permanent new Chair.

Sarah Farquhar was proposed by Delia Gilchrist and seconded by Marianne Prynne to act as interim Chair until the next meeting.

Agreed Unanimously.

**13/23 Following the election of the new council members would any councillors propose a new Vice Chair? If two or more are proposed the councillors will vote in line with standing orders.**

The councillors unanimously stated that until the final councillor positions were filled, they would not propose a permanent new Vice Chair.

Agreed Unanimously.

**14/23 To receive and approve apologies for absence.**

None.

**15/23 To receive and approve disclosable pecuniary interests and non-pecuniary interests from the Clerk. Local government act 1972 s117.**

None.

**16/23 To receive and approve disclosable pecuniary interests and non-pecuniary interests from the councillors. (S33 of the Localism Act 2011).**

None.

**17/23 To receive resolution to suspend standing orders to allow public question time.**

**Public question time.**

Richard Brinton described the problems that his household has encountered with a commercial vehicle being parked on the street by his drive. He asked what the parish council could do to help alleviate this problem. The clerk stated that the parish council did not have the authority to act on parking issues and that the police should be informed if any law had been breached.

The councillors all agreed that parking in the village was becoming an issue. They agreed to highlight the parking problems in the village by including a statement in their key messages that would be distributed via the usual methods.

The PC also agreed to add the subject to matters arising in future meetings and would discuss a designated parking area in the village with local councillors. The councillors thanked Richard for his time and stated that they would contact him with any information that may help with his problem in the future.

Both the Treasurer and Secretary of the Village Hall Trust, namely John Constable and John Hustler, kindly attended the meeting to answer any questions from the new parish council. It was clarified that the PC are still the sole corporate trustee until the new village hall COI status is granted by the Charity Commission. If for any reason the new status is not granted, then Farringdon Parish Council will remain as sole corporate trustee.

It was agreed that when the parish council has its full nine members, they will agree by majority which councillor will join the interim management team that will work towards COI status and then look to recruit members of the new COI and be able to elect future trustees.

**18/23 To receive resolution to resume standing orders.**

Resolved.

**19/23 To approve the minutes of the extraordinary council meeting from the 20th of April 2023 a copy of which was circulated to all councillors prior to this meeting.**

Sarah Farquhar wished that it be noted that minutes from the VHT meeting that were quoted at this meeting were quoted incorrectly.

Proposed by Peter Bosley seconded by Marianne Prynne Voted unanimously.

**20/23 Matters arising from previous meetings, for information only, including but not limited to:**

- **Speed Awareness and CANS update.**

Sarah Farquhar and Peter Bosley will continue to look after the cameras with help from Andy Clegg. The PC will actively try to recruit a team of volunteers to maintain the equipment and manage location changes etc.

- **Village Garden project future.**

Patricia Herman forwarded a lovely email informing the council of the hard work the volunteers have put into the garden and the future plans. The garden has been actively utilised by local schools and has played host to many children's events. It was agreed that the garden should be handed over to the volunteers to manage. The garden club will attend the annual meeting in July to present their plans.

- **Road infrastructure projects to include CIL funds.**

The clerk reported that the Lych Gate track work has been quoted and the PCC were happy with the proposed plan. Unfortunately, they will be on hold until the A32 works are complete. The CIL funds designated for use for this project are circa £14000.00. The clerk will ask HCC for dispensation to retail the funds as the project is delayed because of HCC works.

Further funds are available for road improvement on Crows Lane but again will now proceed probably in 2024.

- **Environment and flooding to include A32 update.**

The PC discussed the plans received from HCC and Sarah Farquhar confirmed the details of her meeting with HCC. Plans were being made to ensure that residents are not too adversely affected and the Royal Mail, refuse collectors etc. Had all been notified of the plans. It was agreed that the latest plans from HCC and a map would be circulated to residents via social media including Net, Biz and [www.farringdonpc.org](http://www.farringdonpc.org). HCC had also confirmed that each

household would receive the plans via the post. A link for the latest updates was to also be made available. The PC will continue to monitor the situation.

- **Playground repairs and MUGA maintenance.**

A budget is in place to start to repair and maintain all the equipment. This will also start when the A32 works, and flood alleviation infrastructure is complete.

- **CIL funds and expenditure.**

CIL funding is in place for two road projects and historically for a kitchen for any future village hall.

- **MUGA flood alleviation licence.**

The Clerk presented the new licence giving permission for access to parish land to start the work. The PC asked the clerk to speak to HCC to confirm that the clerk has the authority to sign the licence. It was also agreed that the clerk will meet with HCC to discuss future maintenance of the headwall and pipe after the guarantee period is over. The clerk will report back at the next meeting.

- **Signatories for bank mandate.**

The clerk asked councillors who would agree to be added to the bank mandate and that at least two were required to sign any cheque as per the financial rules of the Parish Council.

The following councillors agreed to be added as signatories: Sarah Farquhar, Marianne Prynne, Delia Gilchrist, Steven Doherty and Peter Bosley.

The clerk will therefore complete the new mandate and ask the new signatories for the relevant personal information.

Sarah Farquhar therefore authorizes the mandate change as Chair.

- **Village cycle way project.**

After a request from a resident for an update on the PC's plan for a proposed cycle way from Farringdon to Alton the new councillors agreed to put the project on the agenda for the next meeting and asked the clerk to speak to Mark Kemp-Gee our local councillor to ascertain what funding is still available.

- **Annual Parish Council meeting.**

The annual meeting will be on the 13th of July and the venue will be the village church. The clerk will ask the local councillors to attend and HCC representatives for both the road works and flood alleviation project. The clerk will speak to the PCC.

\* Delia Gilchrist pointed out that all posts on Farringdon PC website say Upper Farringdon and not Farringdon as the village should be known. The clerk pointed out that this has been raised with Hugo Fox website provider and they have agreed to fix the issue.

**21/23 To receive and approve payment of accounts.**

<b>Date</b>	<b>Chq reference</b>	<b>Payee</b>	<b>Amount</b>
12/04/2023	Chq 100255	PAYE	£77.31
12/03/2023	Chq 100256	Clerk's Salary	£944.77
21/03/2023	Chq 100258	Medstead Marquees	£990.00
28/03/2023	Chq 100259	Martin Cashmore Fencing	£1605.60
28/03/2023	Chq 100260	HALC Fees	£311.64
28/03/2023	Chq 100261	Arts 21 coronation mugs	£1140.00
28/03/2023	Chq 100262	IdVerde waste collection	£334.15
06/04/2023	Chq 100263	Make Me Something Special Bench	£2400.00
06/04/2023	Chq 100264	PJ Grace Muga Works	£1704.00
06/04/2023	Chq 100265	Loos for Do's	£117.00
18/04/2023	Chq 100266	Clerk's Salary	£944.77
18/04/2023	Chq 100267	Wettone Matthews Payroll	£180.00
18/04/2023	Chq 100268	IdVerde bin and installation	£972.00
18/04/2023	Chq 100269	Clerk expenses inc. Section 171 licence for Lych Gate	£531.65
18/04/2023	Chq 100270	Community Heartbeat defib maint	£302.40
03/05/2023	Chq 100271	S Acland Coronation expenses	£391.06

06/05/2023	Chq 100272	Clerks Salary	£944.77
06/05/2023	Chq 100273	D Williams expenses	£15.30

Approved.

22/23 To Receive the bank statements to 20<sup>th</sup> April 2023.

**Main Account #806**

Date	Detail	Debit	Credit	Balance
20/02/2023	Opening Balance			£124871.91
21/02/2023	Chq 100252 Salary	£944.77		
01/03/2023	Chq 100253 Loos deposit	£117.00		
13/03/2023	Bank Charges	£9.00		
17/03/2023	NEST pension	£79.57		
20/03/2023	Chq 100256 Salary	£944.77		
28/03/2023	Chq 100255 PAYE	£77.31		
28/03/2023	Chq 100257 Make Me	£2400.00		
28/03/2023	Chq 100257		£2400.00	
03/04/2023	Chq 100258 Marquee	£990.00		
10/04/2023	Bank Charges	£6.20		
11/04/2023	Chq 100259 Fencing	£1605.60		
14/04/2023	Chq 100261 Mugs	£1140.00		
18/04/2023	Chq 100260 HALC fees	£311.64		
20/04/2023	EHDC Precept		£12500.00	
20/04/2023	Chq 100269 Expenses	£531.65		
20/04/2023	Chq 100266 Salary	£944.77		
20/04/2023	Chq 100265 Loos	£117.00		
20/04/2023	Closing Balance			£129552.33

**Sub Account #822**

Date	Detail	Debit	Credit	Balance
20/02/2023	Opening Balance			£25142.08
20/03/2023	Interest		£22.49	

<b>20/04/2023</b>	<b>Interest</b>		<b>£27.78</b>	
<b>20/04/2023</b>	<b>Closing Balance</b>			<b>£25192.35</b>

**Sub Account #814**

<b>Date</b>	<b>Detail</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
<b>20/02/2023</b>	<b>Opening Balance</b>			<b>£28655.91</b>
<b>20/03/2023</b>	<b>Interest</b>		<b>£25.63</b>	
<b>20/04/2023</b>	<b>Interest</b>		<b>£31.67</b>	
<b>20/04/2023</b>	<b>Closing Balance</b>			<b>£28713.21</b>

Verified by Peter Bosley

Approved.

**24/23 Proposal by Steven Doherty that future council meetings are held in the village whenever possible.**

Seconded by Marianne Prynne and voted unanimously.

**25/23 Proposal by Steven Doherty that the PC purchases the appropriate teleconference equipment to improve accessibility for online participants.**

Seconded by Sarah Farquhar and voted unanimously.

**26/23 Proposal by Delia Gilchrist that the councillors review the parish council asset register to ascertain where the PC has any obligations and/or a liabilities, the finances including 23/24 budget and detail of any commitments and contracts entered into.**

Seconded by David Williams and voted unanimously.

The clerk will arrange for Delia Gilchrist to have access to financial software upon completion of the internal audit on 19<sup>th</sup> June 2023.

**27/23 Reports and Issues (for information only, unless received under separate agenda items).**

David Williams asked what the PC would like to do with stored unused safety fencing, and it was decided it could be re-used elsewhere and or disposed of.

**28/23 Establish key messages to be circulated to the community via FPC website and Farringdon.Net etc.**

1. A32 and flood alleviation works – details and updates to be posted online.
2. Parking message from the council asking for more considerate parking from residents.