

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.35pm on 8 September 2015

Present: Cllr Cossey (Chairman), Cllrs Parkinson-MacLachlan, Toher, Thornton and Winstanley

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

Public Session

Ms Alison Moncton was present to support her application for grant aid of £1000 on behalf of the Bishopstoke Football Club to cover training costs and pitch fees. (See para 107)

99. Apologies

99.1 Cllr Mignot.

100. To Agree the Minutes of the Meeting on 14 July 2015

100.1 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** with Cllrs Toher and Winstanley abstaining (absent) that the minutes of the meeting held on 14 July 2015 be accepted as a true record.

101. Matters Arising from the above Minutes

101.1 Para 88.2 Notices have been displayed on the Manor Farm allotment site warning tenants of the problems posed by the loose dog.

101.2 Para 91.1 A meeting had been arranged with Bellway Homes representatives to discuss some aspects of the new Cemetery and allotment design at Stoke Park Farm.

102. Declarations of Interest and requests for Dispensations

102.1 None made or sought.

103. Carnival Working Group's report

103.1 The Assistant Clerk reported that apart from a few late submissions of paperwork, planning for this year's Carnival was on schedule.

104. RFO's Report, Budget Monitoring and Payments

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

104.2 The RFO reported that a saving of some £200 pa had been made by changing the terms of the BT contract for broadband/telephone provision and that changes in the Financial Services Compensation Scheme now provided cover for smaller local authorities ie those with budgets under 500,000 euros. She would also investigate possible sources of higher deposit rates of interest now there were signs of improvement in the market.

Action: Assistant Clerk

104.3 Proposed Cllr Winstanley, Seconded Cllr Cossey, **RESOLVED** unanimously that the non-confidential payments tabled for July and August 2015 be noted.

105. Approval and adoption of the Annual Return

- 105.1 The external auditors required the formal approval and adoption of the Annual Return now that all action had been taken and the document had been returned for filing.
- 105.2 Proposed Cllr Winstanley, Seconded Cllr Parkinson-MacLachlan, **RECOMMENDED** unanimously that the Annual Return for the Financial Year 1 April 2014 to 31 March 2015 be formally approved and adopted now all necessary action had been taken.

106. Allocation of Carnival grants

- 106.1 It was agreed to defer determination of grants from the Carnival street collection to the full Parish Council meeting on 22 September 2015.

Action: Clerk

107. Grant Aid application

- 107.1 With agreement by those present, the request by the Chairman that this item be discussed at the closure of the public session to enable Ms Moncton to be a party to the discussion/decision on her grant aid application, was agreed.
- 107.2 Members noted that Bishopstoke Football Club had some 50 members and was the only adult team in the area. A constitution had been submitted previously and the application was to help offset immediate running costs whilst sponsors were sought. Members were willing to accept the application for consideration under the Carnival Street collection debate as well as for Grant Aid. Cllr Winstanley also undertook to discuss with EBC the availability of the Hub as a location and Ms Moncton's attention was drawn to the MUGA on Brookfield as a venue for ball control practice. It was also understood and agreed that any monies paid would not be used to settle fines of any sort.
- 107.3 Proposed Cllr Toher, Seconded Cllr Thornton, that up to £1000 be granted with the total amount tempered by any grant made from the Carnival street collection or elsewhere. A counter proposal was tabled by Cllr Winstanley, Seconded by Cllr Parkinson-MacLachlan that any decision be deferred until the October meeting. This proposal was **RESOLVED** by 3 votes for and 2 against thus causing the first proposal to fail.

Action: Clerk

108. Asset Management Report

- 108.1 Cemetery and Churchyards. A total of 15 interments had taken place in the financial year to date.
- 108.2 Allotments. Nothing to report.
- 108.3 Play areas. Minor repairs continued to be necessary and were completed without problem.

109. Brookfield title transfer

- 109.1 The draft transfer of title for Brookfield had at last been received and contained recognition of the compromise that any costs incurred in maintaining trees growing out of the centre of the boundary ditch on the southern boundary should be shared between BPC and EBC. The Clerk would seek separate confirmation of this from EBC for the record.

Action: Clerk

- 109.2 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Thornton, **RECOMMENDED** unanimously that the Council signed up to the Transfer of Title document for Brookfield between EBC and BPC.

110. EBC Council Tax Reduction Scheme consultation

- 110.1 The consultation document on the EBC Council Tax Reduction Scheme was noted.

111. Clerk's report

- 111.1 Another tree on the Brookfield open space had been vandalised by persons unknown as had the Olympic Way notice board. The Clerk would obtain estimates for repair to the latter.

Action: Clerk

- 111.2 A seat outside the Welcome Inn had rotted but no-one would claim ownership to effect repairs. EBC had suggested its removal but Members thought it appropriate to obtain estimates of cost for its removal and replacement as part of their provision of recreation facilities.

Action: Clerk

- 111.3 The invitation to renew the PCSO contract had been received after publication of the agenda and Members noted an increase in cost from £7000 to £7250pa; this was thought reasonable.

- 111.4 Proposed Cllr Cossey, Seconded Cllr Thornton, **RECOMMENDED** unanimously that the Council renewed its agreement with Hampshire Constabulary for the provision of a Police Community Support Officer at an annual cost of £7250 for the year beginning 1 April 2015.

112. Date, time and place of next meeting

- 112.1 The next meeting will be on Tuesday 13 October 2015 at 7.30pm in the Parish Office, Riverside, Bishopstoke.

113. Motion for Confidential Business

- 113.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **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.

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

- 114.1 Members noted the report tabled by the RFO which is attached to these minutes.
- 114.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the July and August 2015 staff payments be noted as tabled.

There being no further business, the Chairman closed the Meeting at 8.20

Resolutions to be noted by the Full Parish Council

- 100.1 that the minutes of the meeting held on 14 July 2015 be accepted as a true record.
- 104.3 that the non-confidential payments tabled for July and August 2015 be noted.
- 107.3 that any decision (to grant up to £1000 to the Bishopstoke Football Club) be deferred until the October meeting.
- 113.1 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.
- 114.2 that the July and August 2015 staff payments be noted as tabled.

Recommendations for consideration by the Full Parish Council

- 105.2 that the Annual Return for the Financial Year 1 April 2014 to 31 March 2015 be formally approved and adopted now all necessary action had been taken.
- 109.2 that the Council signed up to the Transfer of Title document for Brookfield between EBC and BPC.
- 111.4 that the Council renewed its agreement with Hampshire Constabulary for the provision of a Police Community Support Officer at an annual cost of £7250 for the year beginning 1 April 2015.

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

VitaPlay Ltd	Play equipment maintenance	588.00
Green Smile Ltd	Grounds maintenance	3195.73
EBC	YZone annual contribution	28000.00
Green Smile Ltd	Grounds maintenance	3195.73
Green Smile Ltd	Brookfield hedge cut	780.00
Mr D Piper	Tree maintenance	1080.00