

**ANNUAL PARISH COUNCIL MEETING of
WEST TYTHERLEY, FRENCHMOOR AND BUCKHOLT PARISH COUNCIL
Monday 13 May 2019 commenced at 7:50pm in King Edward's Hall, West Tytherley**

Councillors present: Cate Bell (CB), Fiona Collier (FC), Mick Goulding (MG), Denise Long (DL), Lucia Homer (LH), Tim Koetser (TK)

Plus: Melanie Camilleri (MC) – Clerk, and 16 members of the public.

- 82/19 Election of the Chair**
Cllr. Denise Long proposed Cllr. Cate Bell and Cllr. Lucia Homer seconded the motion. **It was resolved unanimously that Cllr. Cate Bell be elected Chair of the Parish Council for the ensuing municipal year.** Cllr. Cate Bell accepted and signed the declaration of office.
- 83/19 Election of the Vice-chair**
Cllr. Cate Bell proposed Cllr. Fiona Collier, and Cllr. Denise Long seconded the motion. **It was resolved unanimously that Cllr. Fiona Collier be elected Vice-chair of the Parish Council for the ensuing municipal year.** Cllr. Fiona Collier accepted and signed the declaration of office.
- 84/19 Apologies for absence:** None
- 85/19 Open Forum**
- 86/19 Declarations of interest:** None
- 87/19 Minutes of the Ordinary Parish Council meeting held on 8 April 2019 were agreed by all and signed by CB.** No matters arising
- 88/19 Statutory obligations**
- i) Annual PC Insurance: expires 31 May 2019 and will be revised to cover the defib. Value of cover £1,500
 - ii) Annual fees and subscriptions (HALC, NALC, ICO). HALC/NALC renewal now, ICO renewed Dec
 - iii) Annual RoSPA safety inspection: Next due May 2019.
 - iv) Annual Internal Audit due 16 May
- 89/19 Governance**
- i) Standing Orders –adopted 2018. No change
 - ii) Financial Regulations –adopted 2018.No change
 - iii) Policy on Grants under S137 – adopted 2018.No change
 - iv) Councillor Register of Interests for HCC Monitoring Officer (Localism Act 2011). Handed out for completion
 - v) Cllr vacancies – Buckholt and West Tytherley. Deadline 07 June.
- 90/19 Website – proposals for consideration and approval**
- It was agreed unanimously that the Parish Council needs an independent website in order to ensure compliance with Local Government Transparency Code 2015, and Accessibility Regulations 2018. The Parish Council expressed its sincere gratitude to Ed Dowding for running/managing the parish council site as part of the West Tytherley Village website for many years.
 - Options for a New website and Councillor emails discussed. TK to explore web domain named and website providers, and report back at next PC meeting
- 91/19 Planning – treeworks.** FC will publish info on treeworks and TPOs on website and Noticeboards, and include in Welcome Packs

92/19

Village Maintenance – actions

- i) Recreation ground – fence panel donated by TK and Jamie Bowditch kindly donated the labour. CB expressed thanks to both on behalf of the Parish Council
- ii) Recreation ground – basketball hoop replacement. TK presented 3 options and costs. The PC unanimously approved the sturdy/flex option at £105. TK to progress purchase and installation.
- iii) Complaint concerning anti-social behaviour on the Rec Grd – Bong found. Parish Council to put out a notice on behalf of the PC (TK to draft) stating that this activity is unacceptable and that if any member of the public sees anything, they should contact the Police immediately. CB to send to Cllr Perry (HCC) for help accessing the PCSO. FC added she'll contact the HCC Youth Team seeking assistance
- iv) Footpath no3 Jim Little (Footpath Warden), handed out a map showing established route and walked route since 1968 (which is supported by HCC as becoming a definitive footpath through a DMMO). CB will write to the landowners involved with this FP3 case, and invite Cllr Perry to attend the next PC meeting to discuss.
- v) Applications for TVBC Resilience Community Fund: MC reminded deadline 23 May.
- vi) 2019/20 Lengthsman Agreement: MC will sign and return to Stockbridge PC (who are custodians of funds). MC will find out funds available for our PC. MC to list all tasks Lengthsman can do. All to consider tasks for next Agenda.

93/19

Finance and Cheques

- i) Payments to be authorised and bank balances

Bank balances

Main Account (as at 13 May 2019): £8,293.60

Savings Account (as at 13 May 2019): £1,236.07

Millennium Fund Account (as at 13 May 2019): £7,610.32

Main Account

| Payee | Detail | Amount £ | Method |
|---|----------------------------------|------------------|--------|
| Hampshire Association of Local Councils Ltd | HSALC/NALC subscription Fees | 270.00 | 000954 |
| AW Page (Building Services) | Plumbing Works Rec Grd/Pavillion | 60.00 | 000955 |
| M Camilleri | Stamps | 4.20 | 000956 |
| Misra Ltd | NDP Printing | 1,457.00 | 000957 |
| M Camilleri | Clerk Salary + office space | 437.88 | SO |
| Total debit | | £2,229.00 | |

| Receipts | Detail | Amount £ | Deposit Ref. |
|--------------|--------------------------------------|------------------|---------------|
| TVBC | Precept (1 st instalment) | 6,750.00 | Direct Credit |
| C Thomas | Pavilion hire | 30.00 | Direct Credit |
| Total credit | | £6,780.00 | |

Millennium Fund

| Payee | Detail | Amount £ | Method |
|-----------------------|---|----------------|--------|
| Lockerley Silver Band | Village Fete – music | 200.00 | 000194 |
| Terena Plowright | Village Fete – sheepdog and geese display | 297.70 | 000195 |
| Total debit | | £497.70 | |

| Receipts | Detail | Amount £ | Deposit Ref. |
|----------------------|-----------|---------------|--------------|
| Village Fete Sponsor | Anonymous | 50.00 | |
| Total credit | | £50.00 | |

- ii) VAT reclaim to HMRC submitted (£1,465.56)
- iii) End of year accounts (2018/19): prepared and approved by CB in readiness for audit
- iv) New bank mandate: signed, adding MG, FC, DL and TK as signatories on the bank accounts
- v) Millennium Fund: historical source of funds and purpose discussed. Renaming and criteria for use of monies to be discussed and agreed at next PC meeting

94/19

Correspondence

Thank you received from member of parish about the PC's involvement with Norman Court installing a drain across the entrance of Coppers Drive by the school car park.

95/19

Reminder change of date for July meeting – now 1 July

96/19

Being no further business, CB closed the meeting at 8:55pm.

The next Parish Council Meeting for West Tytherley, Frenchmoor & Buckholt Parish Council will be held on Monday 10 June 2019 at 7pm in the King Edward's Hall

DRAFT MINUTES TO BE SIGNED AT THE NEXT MEETING OF THE PARISH