

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Methodist Church Hall, Sedgwick Road, Bishopstoke commencing at 7.30pm on 9 March 2010

Present: Cllr Winstanley (Chairman), Cllr B Hansell, Cllr McGuinness, and Cllr Toher
In Attendance: Mr P J Storey (Clerk to the Parish Council)
Public Session No members of the public were present.

1. Apologies

1.1 Cllrs Pemberton and Uren; Cllr Roling not present.

2. To Agree the Minutes of the Meeting on 9 February 2010

2.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the meeting held on 9 February 2010 be accepted as a true record.

3. Matters Arising from the above Minutes

3.1 Item 6.1 It was agreed that signs for the Cemetery and the temporary parish office quoted at £45 each should be ordered and installed.

Action: Clerk

4. Declarations of Interest

4.1 Cllrs Winstanley and Toher declared an interest in Item 6 (Memorial Hall grant) and in Item 10 (Carnival support).

5. RFO's Report and Budget Monitoring

5.1 The budget monitoring report had been circulated with the agenda papers and was noted.

6. To consider and, if appropriate, make recommendations on a grant aid application from the Bishopstoke Memorial Hall

6.1 The Memorial Hall committee had submitted a request for £1500 to assist in meeting the total costs of £4089 to implement the recommendations of a recent fire safety review. The committee had confirmed it was implementing all the recommendations made and Members supported this responsible approach.

Cllr Toher left the meeting at his point

6.2 There was some debate on the size of the amount under consideration but it was agreed exceptionally there should be no short cuts with fire safety especially in the Memorial Hall which was an integral part of the village amenities.

6.3 Proposed Cllr McGuinness, Seconded Cllr Hansell, **RECOMMENDED** that £1500 be

granted to the Bishopstoke Memorial Hall towards meeting the costs of implementing the fire safety recommendations.

Cllr Toher rejoined the meeting

7. To consider a travel token scheme for the elderly and disabled

7.1 Cllr Toher outlined details of a scheme for travel tokens, funded by Hamble Parish Council, of benefit to those elderly and disabled Hamble residents without access to other means of transport to local amenities. The Clerk would follow up a number of queries raised by Members and circulate more information for consideration at the next full Parish Council meeting.

Action: Clerk

8. To consider and, if appropriate, make recommendations on a request from Stoke Park Junior School for a joint community cohesion project

8.1 Stoke Park Junior School would like to partner the Parish Council in making our community a more 'cohesive' place for the benefit of residents and businesses. They were looking for a suitable project or projects in which the children could be involved. Members supported the concept and a few ideas were discussed including litter picking, maintaining a floral display, increased Carnival participation and more interaction with groups such as Age Concern. It was agreed that the matter should be considered by the full Council at its next meeting. In the meantime, the Clerk would respond and ask the School if they had any ideas in mind.

Action: Clerk

9. To consider and, if appropriate, make recommendations on joining the Eastleigh Borough Fairtrade Campaign

9.1 The Parish Council had been invited to join, as a Group member, the Fairtrade in Eastleigh Borough Campaign to encourage greater use of Fairtrade products in the area. More details were available on their website: www.fairtradeineastleighborough.org

9.2 Members saw no reason not to support this initiative and noted that representatives of the organising committee were prepared to give presentations to interested parties.

9.3 Proposed Cllr Toher, Seconded Cllr Hansell, **RECOMMENDED** that the Parish Council joined the Fairtrade in Eastleigh Borough Campaign at a one-off charge of £15.

10. To consider the support to be given to the Bishopstoke Carnival

10.1 Cllr Winstanley reported that the Carnival Committee had considered the help on offer from the Parish Council and the new assistant clerk and had agreed areas of responsibility including management of the traffic plan and risk assessments after their initial submission for approval; the distribution of minutes but not their taking; distribution of information packs; form preparation and monitoring, and attendance at an early meeting to become known.

11. Asset transfer update

11.1 The Clerk reported on progress on the transfer of management responsibility for the allotments and the Cemetery to the Parish Council. Our solicitors had raised a query over responsibility for maintaining the private road surface on the approach to the Cemetery. The easement required a contribution from the Parish Council and we would be wise to make provision for this in the future. The Clerk was attending a meeting of the Manor Farm allotment committee at the weekend and was writing to local funeral directors advising them of the new contact details. Future fees and management regulations were being drafted for consideration at the next meeting and currently no reason was foreseen to prevent the transfers being completed smoothly.

12. Parish Website

12.1 Cllr Winstanley reported that the website update continued with a trial run planned for the month end.

13. Parish Newsletter

13. The Spring edition of the Newsletter had been distributed and articles for the Summer edition were requested by the end of May.

Action: All

14. Clerk's Report

14.1 The Clerk confirmed that Green Smile Ltd had signed up to the maintenance specification for the Cemetery and two Churchyards and that he was working on a risk assessment covering access by the public to areas of work.

Action: Clerk

14.2 Following a visit by the Carnival Court to a German Carnival in February, the mayor of Assmannshausen am Rhein had expressed an interest in twinning with Bishopstoke. Members thought it appropriate to discuss this in full council.

Action: Clerk

15. Date, time and place of next Meeting

15.1 The next meeting will be on Tuesday 13 April 2010 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

Action: All

16. Motion for Confidential Business

16.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed relating to employee's remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

17. Consideration of approval for payment of the Clerk's hours of work, mileage and out of pocket expenses for February 2010 (Confidential Business)

17.1 Members noted the report tabled by the RFO and attached to these minutes.

17.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that payment be made to the Clerk, as tabled.

There being no further business, the Chairman closed the Meeting at 9.00pm.

Summary of Recommendations for Consideration by Full Parish Council

- 6.3 that £1500 be granted to the Bishopstoke Memorial Hall towards meeting the costs of implementing the fire safety recommendations
- 9.3 that the Parish Council joined the Fairtrade in Eastleigh Borough Campaign at a one-off charge of £15

Summary of Resolutions Passed to be Noted by the Full Parish Council

- 2.1 that the minutes of the meeting held on 9 February 2010 be accepted as a true record.
- 16.1 that the motion for Confidential Business be noted.
- 17.2 that payment be made to the Clerk, as tabled.