

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 13 April 2010

Present: Cllr Winstanley (Chairman), Cllr Hansell, Cllr McGuinness, Cllr Roling, Cllr Toher and Cllr Uren

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

Public Session No members of the public were present.

1. Apologies

1.1 Cllr Pemberton.

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

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

3. Matters Arising from the above Minutes

3.1 There were no matters arising not dealt with elsewhere in these minutes.

4. Declarations of Interest

4.1 None declared.

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 Cemetery Fees for 2010 -2011

6.1 A discussion note on fees comparisons for Cemeteries had been circulated with the agenda papers. Members would consider the costs of Exclusive Rights of Burial at their next meeting.

6.2 Proposed Cllr Uren, Seconded Cllr Toher, **RECOMMENDED** unanimously that the following Cemetery fees and charges be agreed for the year 2010 - 2011

Burial	up to 12 years of age	Free
	12 years and over - single depth	200
	double depth	250
Ashes		100
Headstones		125
Vases		80

7. To consider and, if appropriate, make recommendations on the grant application from The Friends of Bishopstoke Guiding

7.1 The Friends of Bishopstoke Guiding had applied for a grant of £500 towards the total costs of £584 for varnishing the hall floor and erecting safety rails around the outside play area.

7.2 Proposed Cllr Toher, Seconded Cllr Roling, **RECOMMENDED** unanimously that £500 be granted to the Friends of Bishopstoke guiding towards the costs of varnishing the floor and erecting safety rails around the outside play area.

8. To consider and, if appropriate, recommend support be given to Eastleigh Ramblers regarding an encroachment on Footpath 742

8.1 Footpath 742 falls just within the Parish boundary and Eastleigh Ramblers were seeking support for their case to have the definitive footpath map amended to reflect the re-alignment of part of the path as a result of a building encroachment. The unofficial alignment has been way-marked by Hampshire Rights of Way office and Members saw no reason to withhold their support.

8.2 Proposed Cllr Toher, Seconded Cllr Hansell, **RECOMMENDED** unanimously that support be given to Eastleigh Ramblers to have the definitive footpath map amended to reflect the re-aligned path.

9. Asset transfer update

9.1 The Clerk reported progress on the transfer of management responsibility for the allotments and the Cemetery to the Parish Council.

9.2 Transfer of title documents for the Cemetery were signed by Cllrs Winstanley and Uren in the presence of the Clerk. They would now be forwarded to the Land Registry for registration.

9.3 All relevant Cemetery records and documentation had been physically transferred from EBC to the Clerk and Assistant Clerk as appropriate, the local funeral Directors had been informed of the new contact details and stonemasons and others were being approached regarding the rules and regulations for digging plots. To date, three interments had already taken place and one request for a memorial seat had been approved.

9.4 A large pothole in the tarmac approach road to the Cemetery was reported and it was agreed this should be repaired and the landowner informed of this action. The Clerk confirmed he had new signs ready for installation.

Action: Clerk

10. Parish Website

10.1 Cllr Winstanley reported that the website update was virtually complete.

11. Parish Newsletter

11.1 Preparation of the Summer edition of the Newsletter was in hand with delivery confirmed early June.

Action: All

12. Clerk's Report

12.1 The Clerk reported that he was investigating internet banking with our bankers but they were redesigning their system and would not be able to offer this facility for a few months.

12.2 Cllr Roling and the Clerk had attended the recent roads action meeting where Members' dissatisfaction with the lack of repairs to the Riverside railings and finding a solution to the flooding at the Riverside bus-stop after heavy rain was logged. It was also confirmed the Parish had failed to qualify under the Village 30 programme to reduce the speed limit along part of Alan Drayton Way from 40 to 30 mph because the distance between the road and some of the adjacent housing was outside the relevant criteria. However, there was to be a county wide review of speed limits when the case would be re-made.

13. Date, time and place of next Meeting

13.1 The next meeting will be on Tuesday 18 May 2010 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

Action: All

14. Motion for Confidential Business

14.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed relating to the contract with the Webmaster and to an 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.

15. To consider and, if appropriate, make recommendations on revisions to the contract with the Webmaster for the provision of web services

15.1 The current contract with the Webmaster was dated 2004 and it was thought timely to review this and the rate payable for his services. A draft had been circulated with the agenda papers which encompassed the current actions and responsibilities exercised by the Webmaster and recommended an increase in quarterly payment.

15.2 Proposed Cllr Uren, Seconded Cllr Toher **RECOMMENDED** unanimously that the draft contract between the Council and the Webmaster be approved and the quarterly payment for services be increased.

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

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

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

There being no further business, the Chairman closed the Meeting at 9.05pm.

Summary of Recommendations for Consideration by Full Parish Council

6.2 that the following Cemetery fees and charges be agreed for the year 2010 -2011

Burial	up to 12 years of age	Free
	12 years and over – single depth	200
	double depth	250
Ashes		100
Headstones		125
Vases		80

7.2 that £500 be granted to the Friends of Bishopstoke Guiding towards the costs of varnishing the floor and erecting safety rails around the outside play area.

8.2 that support be given to Eastleigh Ramblers to have the definitive footpath map amended to reflect the re-aligned path.

15.2 that the draft contract between the Council and the Webmaster be approved and that the quarterly payment for services be increased.

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

2.1 that the minutes of the meeting held on 9 March 2010 be accepted as a true record.

14.1 that in view of the confidential nature of the business about to be discussed relating to the contract with the Webmaster and to an 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.

16.2 that payment be made to the Clerk, as tabled.