

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 5 April 2011

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

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

Public Session: No members of the public were present.

48. Apologies

48.1 Cllr Roling.

49. To Agree the Minutes of the Meeting on 8 March 2011

49.1 Proposed Cllr Toher, Seconded Cllr Uren, **RESOLVED** unanimously that the minutes of the meeting held on 8 March 2011 be accepted as a true record.

50. Matters Arising from the above Minutes

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

51. Declarations of Interest

51.1 Cllr Hansell declared a personal interest in Item 6.

52. RFO's Report and Budget Monitoring

52.1 A budget monitoring report had been circulated with the agenda papers and was noted. The RFO also reported that he had successfully opened an on-line banking facility and that the Internal Auditor would spend the day with him on Thursday 21 April. By way of a thank you, the Friends of Bishopstoke Guides had sent photographs of the improvements made possible by the grant awarded to them and the terms of the transfer agreement for the bus shelters was still under discussion between our solicitors and EBC legal. Advice had also been received on the revised audit and accounting regulations and changes to the Annual Return.

53. To consider and, if appropriate, make recommendations on an application for Grant Aid from Bishopstoke Parochial Charities

53.1 An application had been made by Bishopstoke Parochial Charities for help towards meeting their running costs and providing a new kitchen in one of the cottages. Members thought more information was required on rent reviews, increases for inflation and other sources of grants before any recommendation could be made.

Action: Clerk

54. To respond to HCC's consultation on subsidised bus services

54.1 The HCC consultation on subsidised bus services had been considered at the recent full Parish Council meeting and some views had been put forward. Members saw no reason to embellish these and the Clerk would respond accordingly.

Action: Clerk

55. To consider allowing plaques in memory of a deceased on Council provided public seats

- 55.1 It had been suggested that some might like the opportunity to place a memorial plaque to a deceased on publicly owned seats where the purchase of a private seat might not be possible. Whilst recognising this might be the wish of some bereaved, it was thought appropriate to defer any decision until a request was made and then consider that request on its merits.

56. Asset Update and consideration of play area boundaries

- 56.1 The Clerk confirmed in the first year of ownership there had been 31 interments in the Cemetery. New site representatives had been appointed for Manor Farm allotments who provided useful day to day 'hands on' assistance to the Assistant Clerk in the performance of her allotment management tasks. The Clerk had written to the outgoing representatives to thank them for their service over the past years.
- 56.2 Recommendations would be made at the next F&GP meeting on which play areas and where the boundaries should be for open spaces to be taken over following photographs of each being made available by Clerk. The Clerk would also obtain examples of bye-laws for open spaces in preparation for the transfer next year.

Action: Clerk

57. Parish Website

- 57.1 Various updates had been submitted to the webmaster by Cllr Winstanley and the Clerk.

58. Parish Newsletter

- 58.1 The Spring edition of the Newsletter was with the printers with a planned distribution in mid-April.

59. Clerk's Report

- 59.1 The Clerk reported that the broken railings on Riverside opposite The Anglers pub had been reported but because of the need to make special posts the repairs would take two months or more; the gap had been fenced off in the meantime for safety reasons.
- 59.2 The new PCSO agreement was available for signature and Cllr Toher, as Chairman, duly signed.
- 59.3 Unfortunately, the Environment Agency had not agreed to the fish pass design submitted by the consultants for use at Shears Mill. Further remodelling would have to be done to confirm that changes in water levels would not affect the spawning grounds for the Salmon. Silt samples had been sent for analysis to determine whether a licence was required for extracting the silt from the turbine area.
- 59.4 The Clerk updated Members on the effect on the YZone Youth Facility of the cessation of the County Council's quarter share of funding and management with effect from the end of September as a result of the reduction in Central Government funding and the need to cut back on Youth Service expenditure overall. The remaining three partners in the Youth Facility, EBC, Fair Oak and Horton Heath Parish Council, and ourselves, were exploring the means by which we could continue to manage the Facility and to fund it. Fortunately, there were sufficient reserves in the name of the Facility to cover the loss of HCC's half year contribution (£9,000) but serious thought would have to be given to funding contributions in 2012/13. All partners had agreed that every effort should be made to continue what was a very successful Youth Facility attracting in excess of 70 young people in the evening to a variety of enjoyable and educational events.

60. Date, time and place of next meeting

- 60.1 The next meeting will be on Tuesday 10 May 2011 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke

61. Motion for Confidential Business

- 61.1 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' confirmation in post,

and remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

62. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for March 2011 (Confidential Business)

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

62.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that payment be made to the staff, as tabled.

62.3 The recent budget had increased the voluntary limit on motor mileage payments from 40p to 45p per mile.

62.4 Proposed Cllr Winstanley, Seconded Cllr Uren, **RECOMMENDED** unanimously that the motor mileage rate paid to staff and councillors be increased to 45p per mile.

There being no further business, the Chairman closed the Meeting at 8.50pm.

Summary of Recommendations for Consideration by Full Parish Council

62.4 that the motor mileage rate paid to staff and councillors be increased to 45p per mile.

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

49.1 that the minutes of the meeting held on 8 March 2011 be accepted as a true record.

61.1 that, in view of the confidential nature of the business about to be discussed relating to employees' confirmation in post and remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

62.2 that payment be made to the staff, as tabled.

Payments in March 2011 in excess of £500 published in accordance with the Government's transparency directive

Staff	Salaries	1374.52
Total		1374.52