

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 11 January 2011

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

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.

1. Apologies

1.1 Cllr Uren.

2. To Agree the Minutes of the Meeting on 14 December 2010

2.1 Proposed Cllr Toher, Seconded Cllr Hansell, **RESOLVED** unanimously that the minutes of the meeting held on 14 December 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 A budget monitoring report had been circulated with the agenda papers. The few overspends were noted but it was thought unnecessary to vire funds at this stage as these were due to one-off capital purchases. It was thought appropriate to allocate £2000 of grant aid expenditure recommended at December's meeting, if approved, to next year's budget which would enable the essential work for which the funds had been bid to be undertaken sooner.

6. To consider and, if appropriate, make a recommendation on the applications for Grant Aid from the Methodist Church

6.1 The Methodist Church had applied for £327.87 to assist in meeting the costs of replacement blinds in the Church.

.2Proposed Cllr Toher, Seconded Cllr Hansell **RECOMMENDED** that a grant of £327.87 be made to the Methodist Church to assist them in meeting the costs of new blinds for the Church.

7. To make recommendations on contributing towards the costs of tree planting at Brookfield

7.1 The Local Area Committee was funding plans to enhance the Brookfield open space with more trees to be planted in Autumn 2011 and had invited the Parish Council to join with them as partners in planning and financing the project. The total cost would be in the region of £17,000.

7.2 Proposed Cllr Toher, Seconded Cllr Roling, **RECOMMENDED** unanimously that £1000 be granted towards the costs of tree planting in Brookfield with half allocated to each of the tree and community projects budgets.

8. To consider the response to EDALC's query regarding transfer of Borough responsibilities to the Parish

- 8.1 EDALC was soliciting comments from member councils on the transfer of assets and responsibilities from the Borough to parish councils. The Clerk had submitted an interim reply based upon the agreed transfer of assets and associated responsibilities to date. Discussion centred on issuing taxi and club/hall licences, where no strong desire existed to accept this responsibility, and leisure and tourism, where there might be an opportunity when the Shears Mill project was completed for active involvement by the Parish Council in the management of the facility, and Stoke Park Woods where the Council already worked in close liaison with the Forestry Commission. The Clerk would reflect these comments in a further submission to EDALC for their information.

Action: Clerk

9. To review progress on introducing the travel token scheme

- 9.1 The sub committee reviewing the practicalities of a travel token scheme had continued to meet and was dovetailing its recommendations into the HCC changes to concessionary travel. A full report would be made at the next meeting with a view to introducing the scheme wef 1 April 2011

10. Asset Update

- 10.1 Interments continued in the Cemetery with 23 to date and the Assistant Clerk had now virtually completed updating the records for both the Cemetery and the allotments transferred from the Borough. Various forms had been revised to better reflect the need for information or consent. Discussion with the Borough continued regarding the transfer of the bus shelters wef 1 April 2011.

11. Parish Website

- 11.1 The Clerk had placed information on the Cemetery and downloadable forms on the website where there was also a link to the Borough's Cemetery records and associated information.

12. Parish Newsletter

- 12.1 Input for the Spring edition of the Newsletter was now welcome.

Action: All

13. Clerk's Report

- 13.1 HCC had provisioned four snow shovels for each parish council. The Clerk was investigating where these could best be used and by whom. It was thought likely that our grounds maintenance contractor could be engaged when snow clearance was necessary in certain areas and the shovels used by him and other volunteers, as appropriate.
- 13.2 The Clerk's Annual Conference would be held on 23 March 2011 and it was agreed that the costs for the Assistant Clerk to attend should be met from the Council's training budget.
- 13.3 One of the turbine blades at Shears Mill had now been exposed and had found to be in good condition. EBC was still liaising with the Environment Agency on the various extraction permits required before further work could be undertaken on the Mill renovation. A letter of concern at the changes likely to the water levels should the Mill be restored had been received from Itchen Grange residents and this had been forward to EBC who would enter into a public consultation exercise at a later date.
- 13.4 The Clerk tabled information on the BIFOHH community investment programme priorities for discussion. It was decided that the need for a new cemetery and more allotments should be submitted for inclusion in addition to mention of the upgrades needed for the Community Centre and the Memorial Hall.

Action: Clerk

14. Date, time and place of next meeting

14.1 The next meeting will be on Tuesday 8 February 2011 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke

15. Motion for Confidential Business

15.1 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.

16. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for December 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 Hansell, **RESOLVED** that payment be made to the staff, as tabled.

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

Summary of Recommendations for Consideration by Full Parish Council

- .2 that a grant of £327.87 be made to the Methodist Church to assist them in meeting the costs of
new blinds for the Church.
- 7.2 that £1000 be granted towards the costs of tree planting in Brookfield with half allocated to each of the
tree and community projects budgets.

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

- 2.1 that the minutes of the meeting held on 14 December 2010 be accepted as a true record.
- 15.1 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
- 16.2 that payment be made to the staff, as tabled