

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 12 July 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)

Public Session: No members of the public were present.

92. Apologies

92.1 Cllr Roling; Cllr Davies-Dear not present.

93. To Agree the Minutes of the Meeting on 14 June 2011

93.1 Proposed Cllr Winstanley, Seconded Cllr McGuinness, **RESOLVED** with Cllrs Toher and Uren abstaining (absent) that the minutes of the meeting held on 14 June 2011 be accepted as a true record.

94. Matters Arising from the above Minutes

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

95. Declarations of Interest

95.1 None declared.

96. RFO's Report and Budget Monitoring

96.1 A budget monitoring report had been circulated with the agenda papers. This and the cheque payments tabled were noted. The Chairman signed the quarterly bank reconciliation statement for the three months ended 30 June 2011.

97. Asset Management Report

97.1. Bus shelters. The Clerk reported that he was still liaising with the Borough on the transfer agreement for the bus shelters with the latest point of concern being the lack of any indemnity from the Borough Council. Part of our legal advice received had been to ensure ownership of the land upon which the shelters to be transferred stood as well as the shelters themselves. However, the Borough Council was unable to prove ownership and was unwilling to provide an indemnity against a future claim arising from the existing situation as at the transfer date. In the end, the Parish Council would have to accept the risk or not proceed further with the transfer. It was thought appropriate for the risk to be accepted subject to the final wording of the transfer document. It was also agreed that advertising would not be encouraged at this time.

97.2 Proposed Cllr Toher, Seconded Cllr Uren, **RESOLVED** that the bus shelter transfer should proceed with the Parish Council accepting any future risk arising.

97.3 Play areas and open spaces. The Clerk confirmed that all necessary information and plans had been submitted to the Borough Council relevant to the transfer of the smaller play areas and open spaces as previously agreed.

97.4 Cemetery. The dangerous tree was to be felled in the immediate future and ten interments had taken place so far this year. The Clerk had physically checked the safety of all the headstones and the Assistant Clerk was writing to those owners who could be identified where work was necessary but if unidentified headstones remained the Clerk recommended action should be taken to repair at Council expense. This was noted for future reference. He had also redrawn the layout and would

calculate spaces remaining to give a more accurate forecast of when space would no longer be available and he reminded Councillors that the Borough Council had recognised the need to find suitable land for a new Cemetery within the next few years.

Action: Clerk

97.5 Allotments. A new roof had been laid on the potting shed and a new notice board erected at the Jockey Lane allotment site. A query had been raised with Southern Water regarding the large invoice just received which included a charge for water lost over the period of a sustained leak. The Clerk was following this up.

98. Parish Website and Newsletter

98.1 The next Newsletter would be published towards the end of August and contributions were always gratefully received.

Action: All

99. Clerk's Report

99.1 Stoke Park Road new bus shelter. The Clerk would undertake a consultation with those residents in Stoke Park Road whose properties were adjacent to the proposed site of the new bus shelter. Cllr Winstanley would arrange for the officer responsible for managing developer's contributions to attend the next meeting to explain how Section 106 money might be obtained and it was noted that some funds were available from Hampshire County Council for shelters. The cost of a small shelter was expected to around £2500 to supply and erect and a further £500 for ground preparation. It was noted there might also be some funds available from Hampshire County Council.

Action: Cllr Winstanley

100. Date, time and place of next meeting

100.1 The next meeting will be on Tuesday 6 September 2011 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke

101. Motion for Confidential Business

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

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

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

102.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that payments be made as tabled.

There being no further business, the Chairman closed the Meeting at 8.40pm.

Summary of Recommendations for Consideration by Full Parish Council

None.

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

- 93.1 that the minutes of the meeting held on 14 June 2011 be accepted as a true record.
- 97.2 that the bus shelter transfer should proceed with the Parish Council accepting any future risk arising.
- 101.1 that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential
- 102.2 that payments be made as tabled.

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

Staff	Salaries	1391.87
Green Smile Ltd	Grounds maintenance	550.00