

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 10 January 2012

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)
Mrs C Taylor (Assistant Clerk)

1. Apologies

1.1 None.

2. To Agree the Minutes of the Meeting on 13 December 2011

2.1 Proposed Cllr Winstanley, Seconded Cllr Hansell, **RESOLVED** after minor correction that the minutes of the meeting held on 13 December 2011 be accepted as a true record.

3. Matters Arising from the above Minutes

3.1 Para 158.1 New BMX track. Initial figures indicated an annual maintenance cost of £3500 with the track having a life of 10 years. Members would consider further the wisdom of taking ownership of this facility at a later date.

4. Declarations of Interest

4.1 None declared.

5. Councillor vacancy

5.1 Members noted that Cllr Davies-Dear had disqualified himself by not having attended a meeting within a six month period and the Clerk would formally notify him of his disqualification. It was determined that no action would be taken to fill the vacancy created because of the proximity of the local elections in May.

Action: Clerk

6. RFO's Report, Budget Monitoring

6.1 A budget monitoring report had been circulated with the agenda papers. This was noted.

6.2 The Clerk had sought clarification from the Council's insurers on whether or not the cost of removing illegally dumped asbestos waste in the Manor Farm allotment skip was reclaimable and had been informed that it was not.

6.3 A year ago, a contract had been agreed with EBC for rat traps to be installed at the Jockey Lane allotments and this had come up for renewal. It appeared that the traps had had little effect on the rat population and the Clerk recommended against renewal noting it could always be reinstated if the problem became acute.

6.4 Proposed Cllr Toher, Seconded Cllr Uren, **RESOLVED** with Cllr Roling against and Cllr Hansell abstaining that the rat contract with EBC not be renewed. A counter proposal by Cllr Roling to renew failed for lack of a seconder.

7. Asset Management Report

- 7.1. Cemetery. Twenty one interments had taken place to date in the current year. Vehicles were driving on the grass and it was thought appropriate to install more white marker posts to prevent further damage and maintain the attraction of the Cemetery in general.

Action: Clerk

- 7.2 Allotments. An asbestos survey of the buildings on the Manor Farm allotments had shown some low risk asbestos to be present in the roofing of the shop and mower store. The Clerk would follow up with EBC to ascertain if this was known at transfer and if details of other areas of risk exist.

Action: Clerk

- 7.3 Play areas and open spaces. Work continued on preparations for the transfer of some open spaces and play areas with effect from 1 April 2012.

8. B 3037 (Alan Drayton Way and Bishopstoke Road) safety measures

- 8.1 Following the request by Cllr Roling to support the petition raised by local people requiring a reduction in the speed limit along Alan Drayton Way from 40 to 30mph, the wording of a submission to Hampshire Highways had been generally agreed and would be submitted in time for the highways meeting on 17 January 2012. Further discussion then centred on reducing the speed limit and introducing other possible safety measure along the remainder of the B3037 where the limit remained 40mph. Not all Members were convinced of the need for any reductions and the matter was to be placed on the forthcoming full Council agenda for further discussion.

Action: Clerk

9. Parish Website and Newsletter

- 9.1 Cllr Winstanley sought items for the Spring edition of the Newsletter. It was also thought appropriate for Members to review the website for content and layout and comment accordingly.

Action: All

10. Clerk's Report

- 10.1 The Clerk reported that a revised agreement for management of the YZone Youth Facility had been drafted, given the withdrawal of the County Council as a partner, which would require the signature of the Chairman and Clerk to validate. This was noted.
- 10.2 The Assistant Clerk may be asked to take on book-keeping responsibilities for the Carnival Group. Given that the budgeted 50 hours per annum had not yet been reached and the Assistant Clerk's willingness, it was agreed these additional duties were in line with the Council's agreement to provide administrative support and could be taken on.

Action: Assistant Clerk

- 10.3 Members noted the self-help transport kit available on the HCC website for groups wishing to provide transport services which met the needs of their local community.
- 10.4 Members noted the Local Area Committee's wish to apply for Jubilee Trust status for the Blackberry Drive open space and gave their support.

11. Date, time and place of next meeting

- 11.1 The next meeting will be on Tuesday 7 February 2012 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

12. Motion for Confidential Business

- 12.1 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.

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

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

13.2 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 8.45pm.

Summary of Recommendations for Consideration by Full Parish Council

None

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

2.1 that the minutes of the meeting held on 13 December 2011 be accepted as a true record.

6.4 that the rat contract with EBC not be renewed.

12.1 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.

13.2 that payments be made as tabled.

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

Staff	Salaries & expenses	1628.33
Green Smile Ltd	Grounds maintenance	850.00
Hants Constabulary	PCSO contribution	7000.00
Sub Arb Ltd	Tree work	980.00
Orchard Street Furniture	Churchyard seat	535.18