

BISHOPSTOKE PARISH COUNCIL

Minutes of the Meeting of Bishopstoke Parish Council commenced at 7.30pm on Tuesday 25 September 2012 at the Methodist Church Hall, Sedgwick Road, Bishopstoke

Present: Councillor A Roling (Acting Chairman)
Councillor P Brown
Councillor J Harper
Councillor G Harris
Councillor M Lyon (103 to 120 only)
Councillor T Mignot
Councillor V Snook (103 to 116 only)
Councillor S Toher

In Attendance: Mr P J Storey (Clerk to Bishopstoke Parish Council)

Public Session

No members of the public were present.

103. Apologies for absence

103.1 Cllrs Cossey, Hansell, McKeone, Thomas, Thornton and Winstanley.

104. Councillors' Questions and Announcements

104.1 None.

105. Adoption of the Minutes of the Parish Council Meeting held on 24 July 2012

105.1 Proposed Cllr Roling, Seconded Cllr Harper, **RESOLVED** that the minutes of the meeting held on 24 July 2012 be accepted as a true record.

106. Matters Arising

106.1 Para 91.1 Specialist comment had been received that no plans existed to alter the signage at the junction of Torwood Gardens and Alan Drayton Way although a case could be made for making the existing signs more visible by means of yellow backing plates.

106.2 Para 100.3 The suggestion that the Riverside railings be replaced rather than repainted had been forwarded to Hampshire Highways for consideration.

107. Declarations of Interest

107.1 Cllr Mignot declared an interest in Item 19 (Community Speedwatch).

108. Correspondence

108.1 The Clerk drew Councillors' attention to correspondence received which included information on the Highbridge Farm initiative (Website – Highbridge Farm Community Project); notice of HCC's consultation on flooding (www.hants.gov.uk/flooding/floodriskstrategy); details of traffic regulations proposals to limit vehicle speed to 50 mph on certain roads; comment from CPRE on the demise of the Regional Spatial Strategies; and an exchange of letters between the Clerk and Chris Huhne MP on a Cemetery matter. No further action was thought necessary.

109. Report on Planning Committee Meetings of 24 July, 7 August and 11 September 2012 - to note Resolutions and to consider any Recommendations

109.1 Minutes of the Planning Committee meetings held on 24 July, 7 August and 11 September 2012 had been circulated with the agenda papers.

109.2 Proposed Cllr Snook, Seconded Cllr Harris, **RESOLVED** unanimously that the minutes of the meetings held on 24 July, 7 August and 11 September 2012 be received and accepted.

110. Report on Finance and General Purposes Committee Meeting of 11 September 2012 – to note resolutions and to determine any Recommendations

110.1 Minutes of the meeting held on 11 September 2012 had been circulated with the agenda papers.

110.2 Proposed Cllr Toher, Seconded Cllr Lyon, **RESOLVED** unanimously that the resolutions of the meeting held on 11 September 2012 be received and accepted.

110.3 The recommendations made by the Committee were discussed as separate agenda items.

111. To receive the RFO's report and approve payment of accounts

111.1 A Payments Schedule had been circulated with the agenda papers.

111.2 Proposed Cllr Mignot, Seconded Cllr Brown, **RESOLVED** unanimously that payments be authorised as per the schedule.

112. To set aside Standing Orders to enable discussion on accepting a single quotation for renovation work on the Shears Mill turbine house

112.1 Proposed Cllr Roling, Seconded Cllr Snook, **RESOLVED** with Cllrs Lyon and Toher against that Standing Orders be set aside to accept a single quotation for renovation work on the Shears Mill turbine house.

113. Shears Mill renovation programme

113.1 The Clerk reviewed the long standing programme to renovate the Shears Mill site, the past hopes and aspirations, and the difficulties encountered along the way with obtaining the necessary consents from external interested parties to restore the turbines to working order to generate electricity and to renovate the turbine house and adjacent landscape which was located at the entrance to the conservation area. Without the Environment Agency's consent to the necessary fish pass and the Borough's eventual decision not to fund part of the costs of generating power, the Parish Council had decided to renovate the turbine house and adjacent landscape alone and had received a grant from the National Lottery to fund this. Unfortunately, the delay in reaching this stage as a result of on-going deliberations by those external agencies had put the Lottery grant at risk as the deadline for its utilisation drew ever closer. In not knowing exactly what work would be determined and when, it had not proved practical to seek competitive tenders although there had been one contractor, Bruno Construction, who had undertaken preliminary structural and other surveys as part of the planning process.

113.2 In the limited time between the decision being made and the Lottery deadline, the architect overseeing the project had been unable to obtain further quotations from other builders able to undertake the specialist work involved whereas Bruno Construction, being local and able to undertake the kind of work required, had kept abreast of developments as they arose and was, within the short space of time available, able to provide a quotation.

113.3 The current situation and the immediate need for action generated considerable debate with Cllr Toher, whilst expressing her support for the project as a whole, was uncomfortable at our not following Standing Orders and Cllr Lyon highlighted the wisdom of completing risk assessments and having other methods of control which, in his opinion if implemented, would ensure value for money and would likely limit any unforeseen circumstances which might otherwise generate additional costs. To assist in this matter, he undertook to provide the Clerk with some professional guidance on construction projects which the Clerk would then follow up. All noted the quoted cost for the construction of the renovated turbine house and landscaping was £44,829.80 excluding VAT for which the National Lottery had granted £22,250 and the Parish Council had ringfenced £25,000 to fund.

113.4 Proposed Cllr Mignot, Seconded Cllr Brown, **RESOLVED** with Cllr Lyon and Toher against and Cllr Harris and Snook abstaining that the requirement to obtain three competitive quotations be waived; that the quotation from Bruno Construction be accepted; and that the renovation of Shears Mill be known as the Bishopstoke Parish Council Jubilee Project.

114. To adopt the Hampshire and Isle of Wight Wildlife Trust funding agreement for Shears Mill

114.1 The Clerk explained that it was a requirement of the National Lottery that an agreement should exist between the Hampshire and Isle of Wight Wild Life Trust and Bishopstoke Parish Council stating the terms and conditions under which the Lottery grant would become payable. There was nothing untoward in the agreement tabled.

114.2 Proposed Cllr Roling, Seconded Cllr Mignot, **RESOLVED** with Cllrs Lyon and Toher abstaining that the Agreement between the Hampshire and Isle of Wight Wildlife Trust and Bishopstoke Parish Council outlining the conditions under which the National Lottery grant became payable be signed.

115. To consider a 'Buddy' system for allotment cultivation

115.1 Cllr Harris had previously explained how some elderly allotment tenants were having difficulty in maintaining their plots to an acceptable level and he thought a 'buddy' system could be of benefit where a volunteer undertook to help those tenants in difficulties. The Clerk explained the reasons why this might pose problems, given the complexity of allotment law and the available alternative solutions to such problems, the primary solution being to add a helper to the allotment tenancy agreement. This was noted and no further action was thought necessary.

116. Parish Office update

116.1 The Clerk tabled the three quotations received for a parish office, two of which were very close in costs although the slightly cheaper quote excluded an external path and internal blinds included in the other which narrowed the gap. The third quote was significantly above the other two. The cheapest quote was also subject to a site visit whereas the other contractor, Smart Garden Offices, had made a site visit and appeared able to meet all our requirements for the cost quoted. The Clerk also tabled a suggested working routine utilising the office for himself and the Assistant Clerk which was noted subject to a further review at a later date.

116.2 Cllr Toher thought it was now appropriate for a formal approach to be made to the Memorial Hall management committee before any orders were placed and it was agreed the Clerk should attend the next management committee meeting on Wednesday 10 October to make a presentation and to seek formal agreement to locating the office on the land adjacent to the Memorial Hall.

Action: Clerk

116.3 Proposed Cllr Mignot, Seconded Cllr Toher **RESOLVED** unanimously that, subject to final agreement with the Memorial Hall management committee and any necessary planning consents, the preferred contractor to provide a parish office be Smart Garden Offices Ltd.

Cllr Snook left the meeting at this point

117. To consider the implications of the proposed council tax benefit changes

117.1 Changes were being made to the council tax benefit changes from April 2013 and the Borough Council had initiated a consultation on how it should best meet the costs of the new welfare system given its Central Government grant would be reduced. Individuals were being encouraged to complete the consultation.

117.2 Proposed Cllr Roling, Seconded Cllr Toher, **RESOLVED** unanimously that no action be taken by the Parish Council to respond to the Borough Council's consultation on changes to the council tax benefit system and its funding.

118. To adopt the new Code of Conduct

118.1 The F&GP Committee had recommended adoption of the new Code of Conduct 2012.

118.2 Proposed Cllr Toher, Seconded Cllr Lyon, **RESOLVED** unanimously that the Code of Conduct 2012 be adopted.

119. To consider action necessary to implement Community Speedwatch and the associated costs

119.1 Information on the Community Speedwatch initiative had been publicised and if we were to proceed Fair Oak and Horton Heath Parish Council had confirmed we could share their equipment and high visibility jackets provided we met half the costs (£1,300) of their purchase. Some doubt was expressed that volunteers would operate the system fairly and impartially, that sufficient numbers of volunteers would be forthcoming and whether the initiative should be the subject of a public consultation. It was decided to refer the matter back to the F&GP Committee for further discussion.

Action: Clerk

120. To determine the criteria for post World War 11 names on the War Memorial

- 120.1 It was agreed that the names of those who had been born or had previously lived in the Parish of Bishopstoke and had died in the service of their country since World War 11 should have their names added to the War Memorial. The criteria for determining eligibility should be that the deceased's name already existed on a Roll of Honour elsewhere or there was no doubt about the reason for their death in service and that the definition of 'service' would include the Merchant Navy and other uniformed organisations.
- 120.2 Proposed Cllr Toher, Seconded Cllr Harper, **RESOLVED** unanimously that the names of those who had died in the service of their country and had been born in or previously lived in the Parish of Bishopstoke should have their names inscribed on the Bishopstoke War Memorial.

Cllr Lyon left the meeting at this point

121. To confirm the installation of a new bus shelter on Underwood Road

- 121.1 In keeping with the Council's policy of installing two new bus shelters yearly at those bus stops without a shelter and still on a bus route, the Clerk had consulted with close neighbours to the proposed new location on the up side of Underwood Road just past the Hamilton Road junction. Only one objection had been received from a resident on the other side of the road claiming such shelters attracted noise and litter. Although Councillors noted this, the need was thought to outweigh these concerns.
- 121.2 Proposed Cllr Mignot, Seconded Cllr Brown, **RESOLVED** unanimously that a new bus shelter be erected on the up side of Underwood Road just past the Hamilton Road junction.

Action: Clerk

122. To receive reports from Members on External Meetings attended

- 122.1 Cllr Harris had attended a BCA management committee meeting and reported that a new protected play area had now been installed. He had also attended the meeting held by the Forestry Commission to discuss the self-built bike jumps in Stoke Parks Woods. Whilst wishing to encourage enjoyment of the Woods, the Forestry Commission had expressed serious concern at some of the methods of construction and the resulting dangers and would be dismantling the more dangerous jumps. They had agreed to bikers continuing to use the jumps remaining but not to build any new ones and further discussions would be held in six months time with a view to making the area safer for all concerned.
- 122.2 Cllr Brown reported on the success of the 100th Annual Bishopstoke Carnival and the hard work undertaken by a few volunteers to ensure its success. It had been very successful and a great example of a community managed event and on behalf of the Carnival Group he passed on their thanks to the Parish Council for its financial support.
- 122.3 Cllr Toher reported that the Memorial Hall hirings were going well.
- 122.4 Cllr Roling reminded all present that the last Bishopstoke Carnival quiz night would be held on Wednesday 26 September and that this year's series had been very successful and well supported.

123. Clerk's Monthly Report

- 123.1 Riverside flooding. Hampshire Highways had established that some of the gully outlets in the Riverside area ran into the River Itchen at the river water level and that other gullies were all on the same level negating the chance of a flow. It was now planned to excavate the area to determine where the gully connections all met and then jet to clear as necessary and/or repair.
- 123.2 Jockey Lane allotments border. The Clerk reported he had obtained plans of the land adjoining the Jockey Lane allotments from the Land Registry as part of the investigation into the border with a neighbour but the plans were not detailed enough. The F&GP Committee would consider the matter further at its next meeting.

Action: Clerk

- 123.3 HALC AGM. The HALC AGM would be held on Saturday 27 October 2012; no councillors expressed an interest in attending.

124. To consider content of the Press Release for September 2012

124.1 It was agreed that reference would be made to the progress on renovating Shears Mill, the Carnival, names on the War Memorial and the new bus shelter.

Action: Clerk

125. Date, Time and Place of Next Meeting

125.1 The next meeting of the Parish Council will be on Tuesday 23 October 2012 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

There being no further business, the Chairman closed the Meeting at 9.45pm.