

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 December 2012

Present: Cllrs Thornton (Chairman), Lyon, Roling and Winstanley

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

Public Session

No members of the public were present.

132. Apologies

132.1 Cllrs Cossey, Hansell and Toher.

133. To Agree the Minutes of the Meeting on 13 November 2012

133.1 Proposed Cllr Thornton, Seconded Cllr Roling, **RESOLVED** with Cllrs Lyon and Winstanley abstaining (absent) that the minutes of the meeting held on 11 November 2012 be accepted as a true record.

134. Matters Arising from the above Minutes

134.1 Para 126.1 Facebook Group. It was noted that a second councillor was still required to complete the Facebook Group working party.

Action: All

134.2 Para 127.1 Community Speedwatch. The Full Council's decision to purchase our own speedwatch equipment was noted as was the need to advertise for more volunteers to operate the system.

Action: All

134.3 Core skills training. Cllr Winstanley briefed that she was organising the core skills training on a Saturday, with three sessions each session lasting two hours, early in the New Year. Other courses would still be evening sessions.

Action: Cllr Winstanley

135. Declarations of Interest and requests for Dispensations

135.1 None.

136. RFO's Report, Budget Monitoring and Payments

136.1 The Clerk reported he would attend a forthcoming meeting at EBC to discuss the tax base for next year's council tax and would report fully at the next meeting. He also confirmed he was aware of the HMRC plans to introduce real time reporting in the next financial year.

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

137. STAR Project contribution

137.1 The on-going awareness campaign to start tackling alcohol responsibly (STAR) had seen its funding cut by 25% as a result of the withdrawal of the County Council grant and the co-ordinator from EBC was approaching various organisations, including parish councils, in an attempt to

make good the shortfall. A contribution of £500 towards the £25k needed was being sought. Members strongly supported this initiative which organised awareness forums, published literature and gave advice both to parents and youngsters on the dangers of alcohol and related problems and wished to support the request.

- 137.2 Proposed Cllr Winstanley, Seconded Cllr Lyon, **RECOMMENDED** that £1000 be contributed towards the STAR campaign's short funding.

138. Grant Aid

- 138.1 Applications for grant aid had been received from The Bishopstoke Evangelical Church for £1000 towards the costs of providing a sloped access to the Church facilities and from The Methodist Church for £500 towards the costs of roof repairs.
- 138.2 Proposed Cllr Winstanley, Seconded Cllr Roling, **RECOMMENDED** that grants of £1000 to the Evangelical Church towards the costs of installing a sloped access to the Church facilities and £500 to the Methodist Church to help meet the costs of roof repairs be approved.

139. Asset Management Report

- 139.1. Cemetery. Eleven interments had taken place in the Cemetery to date this year and the land adjacent to the tree line remained severely waterlogged.
- 139.2 Allotments. The Assistant Clerk was organising electrical safety checks on those electrical items in use in the allotment sheds owned by the Parish.
- 139.3 Play equipment. The quarterly play equipment safety check undertaken by EBC on our behalf had produced an itemised list of equipment and risk which the Clerk was working through and would take remedial action where necessary.
- 139.4 Asset transfer. The transfer of title documentation for Glebe Meadow was tabled for signature. EBC was also undertaking some improvement work on the hedges and safety matting at the request of the Clerk who also confirmed he had arranged an extension of Green Smile's grounds maintenance contract to include Glebe Meadow with effect from 1 April 2013.

140. Clerk's Report

- 140.1 Shears Mill. The Clerk was pleased to report the completion of the Shears Mill building contract and that he would be meeting with the architect to formally take over the new building. A window cleaning contract had been let and information boards were being prepared. A formal opening would be organised in the Spring.
- 140.2 New play equipment. The LAC had earmarked developers' contributions for new play equipment in the Church Road and Templecombe Road play areas provided matched funding was forthcoming from the Parish. Cllr Winstanley and the Clerk were in discussion with EBC on the methods of public consultation and procurement of the replacement equipment and full details would be tabled in the near future.

Action: Clerk

- 140.3 Parish Office. The suppliers of the new parish office would be making another site visit on 3 January 2013 at mid-day to which councillors were invited to confirm the final size and location of the building. The Clerk would liaise with EBC on planning needs and the Anglers Inn as near neighbours and was obtaining a draft terms of lease between the Memorial Hall as landowners and the Parish to be tabled in the near future.

Action: Clerk

141. Date, time and place of next meeting

141.1 The next meeting will be on Tuesday 8 January 2013 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

142. Motion for Confidential Business

142.1 Proposed Cllr Winstanley, Seconded Cllr Roling, **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.

143. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for November 2012 (Confidential Business)

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

143.2 Proposed Cllr Winstanley, Seconded Cllr Roling, **RESOLVED** unanimously that payments be made as tabled.

There being no further business, the Chairman closed the Meeting at 9.20pm.

Summary of Recommendations for Consideration by Full Parish Council

137.2 that £1000 be contributed towards the STAR campaign's short funding.

138.2 that grants of £1000 to the Evangelical Church towards the costs of installing a sloped access to the Church facilities and £500 to the Methodist Church to help meet the costs of roof repairs be approved.

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

133.1 that the minutes of the meeting held on 11 November 2012 be accepted as a true record.

142.1 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.

143.2 that payments be made as tabled.

**Payments in November 2012 in excess of £500
published in accordance with the Government's transparency directive**

Mr P Storey	Salary and expenses	1448.36
Green Smile Ltd	Grounds maintenance	1839.33
Bruno Construction	Shears Mill	6000.00
HCC	LGPS	509.50
Methodist Church	Room hire	621.00
Orchard Street Furniture	Memorial seat	534.04