

BISHOPSTOKE PARISH COUNCIL

**Members of the Parish Council are summoned to attend a meeting to be held at the Parish Office,
Riverside, Bishopstoke on Tuesday 24 April 2018 at 7.30pm
This Meeting is Open to the Public (7.30pm – Question Time)**

An invitation to attend all meetings of Bishopstoke Parish Council is extended to relevant: Hampshire County councillors; Eastleigh Borough councillors; and, the Eastleigh East Safer Neighbourhood Team

AGENDA

Public Session

1. Apologies for Absence
2. Councillors' Questions
3. To adopt and sign Minutes of the Parish Council meeting held on 27 March 2018
4. To consider Matters Arising from the above Minutes
5. Declarations of Interest and Requests for Dispensations
6. Report on Planning Committee Meetings of 27 March and 10 April 2018 – to note Resolutions and to determine Recommendations
7. Report on Finance and General Purposes Committee Meeting of 10 April 2018 – to note Resolutions and to determine Recommendations
8. To receive the RFO's Report and approve the March 2018 Statements of Account
9. To determine the Parish Council response to the Government consultation on draft revisions to the National Planning Policy Framework
10. To approve, if appropriate, the grant request from Bishopstoke Players
11. To receive reports from County, Borough and Parish Councillors on matters of interest
12. To receive the Clerk's Monthly Report
13. To consider content for the April 2018 Press Release
14. Date, time, place and agenda items for next meeting – Tuesday 22 May 2017 at 7.30pm in the Parish Office, Riverside, Bishopstoke



D L Hillier-Wheal
Clerk to Bishopstoke Parish Council
18th April 2018

Members: Cllrs Toher (Chair), Tidridge (Vice-Chair), Brown, Daly, Dean, Francis, Greenwood, Harris, Mignot, Moore, Parker-Jones, Roling, Thornton and Winstanley

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 27 March 2018

Present: Councillor S Toher (Chair)
Councillor G Tidridge (Vice Chair)
Councillor P Brown
Councillor A Daly
Councillor A Dean
Councillor C Greenwood
Councillor G Harris
Councillor T Mignot
Councillor L Parker-Jones
Councillor M Thornton

In Attendance: Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Session 1 member of the public was present

FULL_1718_M09/

Public Session

138 Apologies for Absence

138.1 Apologies had been received and were accepted from Cllrs Francis and Moore. Cllrs Roling and Winstanley were not present.

139 Councillors' Questions

139.1 Cllr Tidridge asked whether the Council had received any notification regarding any HALC consultation on the government consultation regarding the National Planning Policy Framework. The Clerk replied that there had not been.

139.2 Cllr Daly informed the Council that in the previous week there had been rubbish left in the road which he had reported, and which had been cleared up.

140 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 27 February 2018

140.1 The minutes of the above meeting had been circulated prior to this meeting.

140.2 Proposed Cllr Parker-Jones, Seconded Cllr Dean, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 27 February 2018.

141 To consider Matters Arising from the above Minutes

141.1 Item 120.1 The Clerk reported that the thank-you letters had not been sent yet, and that he was waiting for one more address to be provided.

Initial: _____ Date: _____

141.2 Item 120.2 The Clerk advised that the swing had not yet been repaired. The hope is that a newly installed swing at Sayers Road can be moved across to Otter Close.

141.3 Item 120.3 The Clerk reported he had contacted Tesco directly through their website. He then received a phone call from one of their customer service employees who said that the manager of the Tesco Express on the main road is aware of the problem and is attempting to find a solution. He will continue to do so, and will include the fact that the Council are also asking for some safety measures to be put in place.

141.4 Item 120.5 Cllr Thornton reported that he had written to Highways to ask that repairs to Bishopstoke Road be expedited.

141.5 Item 120.6 The Clerk reported that he had asked Direct Services to quote for replacing the missing bin on Underwood Road, and also for a matching bin on the opposite side. The Local Area Manager has also been asked to chase this.

141.6 Item 122.1 The Clerk informed the Council that the information regarding Lofting Close had been passed on to the Street Pastors.

141.7 Item 122.3 The Clerk reported that verge protection had been discussed at the Finance & General Purposes meeting earlier in the month. The Council requested that Stoke Park Road by the woods, and the verges where West Drive meets Sedgewick Road be added to the list.

Action: Clerk

141.8 Item 128.1 The Clerk reported that the contact list had still not been provided. The Council requested this be followed up.

Action: Clerk

141.9 Item 133 Cllr Toher reported her concern that the Council Tax leaflet had stated that the Borough is funding a feasibility study "to rebuild the Memorial Hall". Cllr Toher pointed the Council towards the Facebook page and the post made by the Clerk explaining the true position.

141.10 Item 135.1 The Clerk informed the Council that it had been determined the bus stop on Underwood Road belongs to Bishopstoke Parish Council. Green Smile are unfortunately unable to clean the graffiti as it is on the Perspex, not the metal. As the Perspex is also damaged the Clerk is asking for quotes to replace it.

141.11 Item 135.7 The Clerk reported that he had passed the comments of the Council on to the staff at the store. They were grateful, and also pleased that the Council had thought of them.

142 Declarations of Interest and Requests for Dispensations

142.1 None declared or requested.

143 Report on Planning Committee Meetings of 27 February and 13 March 2018 – to note resolutions and determine recommendations

143.1 The Planning Committee Minutes from 27 February and 13 March 2018 had been circulated prior to this meeting.

143.2 Cllr Harris expressed his opinion that the trees in the Parish are being destroyed piecemeal. The Clerk was asked to pass the Tree Officer's email to Cllr Harris, to contact the Tree Officer regarding the Council's disappointment at the lack of tree replacement, to invite the Tree Officer to a future meeting of the Parish Council, and to liaise with Cllr Harris regarding all these items.

Initial: _____ Date: _____

Action: Clerk and Cllr Harris

143.3 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that the resolutions of the Planning Committee meeting held on 27 February and 13 March 2018 be noted.

144 Report on Finance and General Purposes Committee Meeting of 13 March 2018 – to note resolutions and to determine recommendations.

144.1 The Finance and General Purposes Committee meeting minutes from 13 March 2018 had been circulated prior to the meeting.

144.2 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 13 March be noted.

144.3 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that Challengers be awarded a grant of £500.

144.4 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Council use Survey Monkey, the website, Facebook and noticeboards to gather the views of residents regarding damaged verges.

144.5 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Parish Council fund two Silent Soldiers and place the three Soldiers they will then have at the War Memorial, the Cemetery and at St Paul's church.

144.6 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Council accept the quote and plan for Sayers Road play area.

145 To receive the RFO's report and approve the February 2018 Statement of Account

145.1 The February 2018 Statement of Account had been circulated prior to the meeting and is attached to these minutes.

145.2 The RFO reported that he is chasing any remaining invoices that can be included before the end of the financial year.

145.3 Proposed Cllr Harris, Seconded Cllr Brown, **RESOLVED** unanimously to receive the RFO's report and approve the February 2018 Statements of Account.

146 To approve potential road names for the Bargate development on Church Road

146.1 Cllr Parker-Jones proposed that the Bargate development have their road named in honour of Fanny Cook, a resident of Bishopstoke who served as a nurse in Italy in World War 1 and died in 1918.

146.2 After discussion, the Council agreed to put forward the name Charlotte Fields for the development off Fair Oak Road, in honour of Charlotte Yonge who was a famous local author, and the first person to spell "Eastleigh" as it is now.

146.3 Proposed Cllr Parker-Jones, Seconded Cllr Thornton, **RESOLVED** unanimously that Cook Close be put forward for the Bargate development, and Charlotte Fields be put forward for the Fair Oak Road development.

Initial: _____ Date: _____

147 To receive and comment on the archaeology report from the Breach Lane development

147.1 The Council agreed to defer this item as the archaeology report has not yet been received.

148 To receive reports from County, Borough and Parish Councillors on matters of interest

148.1 Cllr Harris reported on the recent Carnival meeting. The new route met with the approval of the pre-school, especially as it is now downhill. It is hoped there will be a refreshment stop at the junction of Underwood Road and Hamilton Road. Cllr Harris also reported on a recent meeting of the Bishopstoke Community Association. Work is continuing at the Community Centre. The old radiators have now been removed. The Association have agreed to accept the offer from Hampshire County Council to get the building back up to a reasonable standard. Cllr Harris also noted there are more applications for tree works at Anchor.

148.2 Cllr Thornton informed the Council that a recent Ofsted inspection at Wyvern school had gone well. The Cllr also reported that the County Council Health and Social Care Committee are now looking at the NHS re-organisation.

148.3 Cllr Parker-Jones reported that she had taken part in the Big Spring Clean, where a great deal of litter had been collected. Cllr Parker-Jones requested that the Council write to remind developers to ask their contractors not to leave litter. The Council agreed to request that the Borough Council include having bins on site during the development as part of their planning conditions, and also that bins be placed at any entrance to a development site. Cllr Parker-Jones also informed the Council that there had been concerns raised over the removal of trees on Underwood Road. She had spoken with the County Council and been informed that replanting would take place in the Autumn / Winter.

Action: Clerk

148.4 Cllr Tidridge informed the Council that the Campaign for the Protection of Rural England AGM will be taking place on the 21st April.

148.5 Cllr Greenwood reported that some anti-social behaviour is occurring near where he lives, including the kicking over of bins.

148.6 Cllr Brown had attended both the Carnival and BCA meetings alongside Cllr Harris. Cllr Brown reminded the Council that the funeral of former Councillor Andrew Cossey is taking place on Thursday. Cllr Cossey had done a great deal for Bishopstoke, and for the Twynhams charity over the years. Cllr Toher let the Council know that she had sent a card on behalf of the Council.

148.7 Cllr Toher detailed her meetings since the last Parish Council meeting. The Cllr had made a number of Travel Token visits; had attended the Parish / Borough Liaison meeting; and had attended a Hampshire Association of Local Councils board meeting. There had been a presentation on Parish Charters. Cllr Toher stated that Bishopstoke has a better relationship with Eastleigh Borough than it seems most other Parishes have with their Districts / Boroughs. Cllr Toher had also attended the HALC Conference where there had been a number of interesting presentations including a workshop on Strategic Visioning which she thought would be a beneficial thing for the Council to look at. Cllr Toher offered to send round the presentations to all Cllrs.

Action: Cllr Toher

149 To receive the Clerk's monthly report

149.1 The Clerk reported that Sophie Thorogood had been appointed as an Assistant Clerk. The interview panel had been very impressed with her. She will begin by working with our existing Assistant Clerk to take over responsibility for allotments, and will then take the RFO role and responsibility for communications. Her first day of employment will be Monday 16th April.

Initial: _____ Date: _____

149.2 The Clerk informed the Council that Travel Tokens for 2018-19 are now ready to send out.

149.3 The final Beat Surgery of the current batch has now taken place, with one resident attending to report a car crime. The suggestion has been made that the surgeries be moved to Friday afternoons, beginning in the Parish Office and then moving to the Memorial Hall to meet with those attending the Age Concern events.

149.4 Some residents had contacted the Clerk regarding concerns over the Memorial Hall, following the Borough Council Tax leaflet stating that the Hall was being rebuilt. The Clerk noted the post now on Facebook explaining the true situation.

149.5 The Clerk reported that he had attended the HALC Conference which had included a presentation about GDPR. There had also been some information given about the current web hosts used by the Council. As a result, the Clerk informed the Council that he had spent a great deal of time researching the latest position on the new GDPR regulations and in particular the EU-US Privacy Shield, along with updated requirements for parish websites. Accordingly, the decision has been taken to switch to a different host for the website and rebuild it. This will also facilitate the creation of Parish email addresses – another requirement for GDPR.

150 To consider content for the March 2018 press release

150.1 It was agreed that the press release would mention the grant provided to Challengers, the grass verges, the Silent Soldiers, Cllr Cossey, the Memorial Hall situation and the new play area coming to Sayers Road.

Action: Clerk

151 Date, time, place and agenda items for next meeting

151.1 The next meeting will be on Tuesday 24 April 2018, at 7:30pm.

151.2 Agenda items to the Clerk by Monday 16 April 2018 please.

There being no further business, the Chair closed the meeting at 8:35pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 27 March 2018

Present: Cllrs Greenwood (Chair), Brown, Dean, Thornton, Tidridge (from para 193) and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Cllr Harris

Public Attendance: 1 member of the public was present

PLAN_1718_M20/

Public Session

191 Apologies for Absence

191.1 Apologies had been received and were accepted from Cllr Francis.

192 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 13 March 2018

192.1 The Minutes of the above meeting had been circulated prior to the meeting.

192.2 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 13 March 2018 be accepted as a true record.

Cllr Tidridge arrived at this point.

193 To consider Matters Arising from the above Minutes

193.1 The Clerk reported that the Borough Council policy regarding to tree replacement applies only to trees owned by the Borough Council. Cllr Harris offered his opinion that this policy of planting 2 trees for every Borough owned tree that is felled is not sufficient.

194 Declarations of Interest and Requests for Dispensations

194.1 None declared or requested.

195 Consideration of Planning Applications

195.1 F/18/82389 – 53 Church Road – Installation of dropped kerb to front to create 2 parking spaces – The Committee had no objection to the application but wished to know why the application was being looked at here and not by the County.

195.2 H/18/82395 – 6 Saville Close – Two storey side extension to include habitable accommodation in loft space at first floor – The Committee had several objections to this application: they consider it to be overdevelopment; the extra floor in the application renders it no longer in keeping with the surrounding area; a second floor brings the danger of overlooking the neighbouring property, and with it a loss of privacy and light and finally there are two rooms proposed in the loft space, both of which could be used as bedrooms, and so there would be insufficient parking. If this application is passed the Parish Council believes it would set an unwanted precedent and detract from the local green space. In

Initial: _____ Date: _____

that case the Council requests a minimum of the same conditions as for the original, single storey, application.

196 Report on recent planning decision

196.1 H/18/82253 – 97 Church Road – Single storey rear extension – The Committee agreed to Raise No Objection to the application – The Borough Council permitted the application.

196.2 F/17/81181 – 1 Cotton Close – Erection of 1.no 3 bedroom semi detached dwelling with associated parking, following demolition of existing store – The Committee agreed to RNO to this application – EBC Refused the application as “the proposed dwelling, due to its layout, scale and siting, would represent an inappropriate development of a residential garden and introduce an unduly prominent and visually intrusive form of development to the locality, to the detriment of the existing character and appearance of the area as well as the street scene within this section of Cotton Close and Underwood Road”. This application was appealed and the appeal was dismissed by the Government Inspector.

197 Clerk’s Report

197.1 There was nothing further to add.

198 Date, time, place and agenda items for next meeting

198.1 The next meeting will be on Tuesday 10 April 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

198.2 Any agenda items should be submitted in writing to the Clerk at least 7 days before the meeting.

199 Motion for Confidential Business

199.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

200 Reported Breaches of Development Control (Confidential Business)

200.1 The Clerk reported one new alleged breach of Development Control.

200.2 The Clerk reported one concluded breach of Development Control.

200.3 Councillors reported one development control issue.

Action: Cllr Toher and the Clerk

There being no further business, the Chair closed the meeting at 7.18pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 10 April 2018

Present: Cllrs Greenwood (Chair), Brown, Francis, Thornton (from para 5), Tidridge and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

PLAN_1819_M01/

Public Session

1 Apologies for Absence

1.1 Apologies had been received and were accepted from Cllr Dean.

2 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 27 March 2018

2.1 The Minutes of the above meeting had been circulated prior to the meeting.

2.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 27 March 2018 be accepted as a true record.

3 To consider Matters Arising from the above Minutes

3.1 Cllr Brown asked whether there had been a response to the Committee's question regarding why a dropped kerb application had come to them. The Clerk replied that there had not.

4 Declarations of Interest and Requests for Dispensations

4.1 Cllr Greenwood declared a pecuniary interest in application F/18/82686.

Cllr Thornton arrived at this point.

5 Consideration of Planning Applications

5.1 T/18/82690 – Orchard Gardens Care Home, 1 Garnier Drive – Various work to the following trees: T15 – Silver Birch; T19 – Oak; T20 – Oak; T64 – Norway Maple – The Committee wished to object on the grounds that the promised evidence from a tree expert had not been produced, and that they believed there should have been an application for the garden itself, not simply work affecting trees. In principle the Committee would have no objection to the idea of a dementia garden.

Cllr Brown took over Chairing the meeting for the next item

5.2 F/18/82686 – 282 Fair Oak Road – Construction of one three bed dwelling following demolition of existing single storey side extension – The Committee agreed to Raise No objection to the application but wished to add a comment to the effect that if the officer is minded to reject the application, the Committee would prefer any future application to be a single storey. This would lead to less appearance of over-development and less loss of light for the original dwelling on site.

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6 Report on recent planning decision

6.1 H/18/82457 – 175 Fair Oak Road – Single storey side and rear extension, replacement front entrance porch and hip to gable roof enlargement including a rear dormer window – the Committee agreed to Raise No Objection to the application – the Borough Council permitted the application.

6.2 F/18/82515 – 72 Stoke Common Road – Construction of 2 bed bungalow, variation to approved planning application F/17/80922 – The Committee had no objection but wished to reiterate that there should be no direct access to the allotment from the plot – the Borough Council permitted the application.

6.3 H/18/82395 – 6 Saville Close – Two storey side extension to include habitable accommodation in loft space at first floor – The Committee had several objections to this application: they consider it to be overdevelopment; the extra floor in the application renders it no longer in keeping with the surrounding area; a second floor brings the danger of overlooking the neighbouring property, and with it a loss of privacy and light and finally there are two rooms proposed in the loft space, both of which could be used as bedrooms, and so there would be insufficient parking. If this application is passed the Parish Council believes it would set an unwanted precedent and detract from the local green space. In that case the Council requests a minimum of the same conditions as for the original, single storey, application – the Borough Council refused the application.

7 Clerk's Report

7.1 There was nothing further to add.

8 Date, time, place and agenda items for next meeting

8.1 The next meeting will be on Tuesday 24 April 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

8.2 Any agenda items should be submitted in writing to the Clerk by Monday 23rd April..

9 Motion for Confidential Business

9.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

10 Reported Breaches of Development Control (Confidential Business)

10.1 The Clerk reported three new alleged breaches of Development Control.

10.2 The Clerk reported one concluded breach of Development Control.

10.3 Councillors reported no development control issues.

There being no further business, the Chair closed the meeting at 7.36pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 10 April 2018

Present: Cllrs Thornton (Chair), Brown, Mignot, Parker-Jones, Tidridge, and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Cllr Francis

Public Session 0 members of the public were present

FGP_1819_M01/

Public Session

1 Apologies for Absence

1.1 Apologies had been received and accepted from Cllr Winstanley.

2 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Meeting held on 13 March 2018

2.1 The draft minutes had been circulated with the supporting papers for this meeting.

2.2 Proposed Cllr Parker-Jones, Seconded Cllr Brown, **RESOLVED** that the Minutes of the Finance and General Purposes Meeting held on 13 March 2018 be accepted as a true record.

3 To consider Matters Arising from the above Minutes

3.1 Minute 127.3 – The damage to the grass at Old St Mary's was reported to the Borough.

3.2 Minute 127.4 – The verge protection survey has not yet been created due to pressures of other, more urgent, work.

3.3 Minute 129.1 – The Clerk had obtained details of the rubber used in the play area and passed them to Cllr Tidridge. All is satisfactory.

4 Declarations of Interest and Requests for Dispensation

4.1 Cllr Parker-Jones declared an interest in the grant request from Bishopstoke Players and Cllr Thornton declared an interest in the grant request from Eastleigh Mela.

5 To receive reports from Working Groups

5.1 Cllr Parker-Jones reported that the Cemetery Working Group had sent a team to the Cemetery to determine the most suitable place for the Silent Soldier. It needed to be located in a way that would not cause concern to those visiting the Cemetery. A site had been found near two of the existing benches in an area not suitable for burials. Plans are being drawn up to add some hedging, and have a location where a wreath and / or poppies can be placed on Armistice Day. Cllr Parker-Jones also reported that the benches have been delayed.

5.2 Cllr Brown added that the idea of temporary screening between the housing and the Cemetery was being considered whilst a potential hedge is planted and grows. Cllr Tidridge reported that there

Initial: _____ Date: _____

are increasing concerns regarding anti-social behaviour in the area of the cemetery extension and the new allotments. The Clerk indicated he had some more information in this area that would need to be discussed under confidential business.

6 To receive the RFO's Report, and approve Budget Monitoring and Non-Confidential Payments Reports for March 2018

6.1 The budget monitoring and payments reports had been circulated with the supporting papers for this meeting and are attached to the minutes.

6.2 The Clerk detailed the areas of the budget that had gone over their allotted funding for the year 2017-18. Those where the overspend had been significant were the maintenance of play areas, which was due to vandalism and wear and tear, and election costs, which were due to the need to have a by-election. Including both work undertaken in 2017-18, and work budgeted for in 2017-18 but potentially being completed in 2018-19, the Council will have spent around £226,000 in the financial year, approximately 96% of budgeted funds.

6.3 The Clerk also noted the high expenses payments during the month. This was due to the cost of the new website and mailboxes, which were unable to be paid for via BACS. Cllr Toher asked for an updated payments sheet including details of the Assistant Clerk's expenses. Costs had also been incurred this month for new fencing at Jockey Lane, which looks good, and the Cemetery Hut clearance. Unfortunately, there will be another cost there as asbestos has been dumped on the site and quotes are currently being obtained for its safe removal. Fencing work has also taken place at Underwood Road, although there is more to do.

Action: Clerk

6.4 Proposed Cllr Thornton, Seconded Cllr Toher, **RESOLVED** unanimously that the Committee approve the RFO, Budget Monitoring and Payment reports for March 2018.

7 To make recommendations as necessary on the Council's draft revision of the Snow and Ice Policy and Procedures

7.1 Cllr Parker-Jones questioned the County Council choice of blue routes, as White Road is difficult to go down at the best of times. The Cllr suggested Rogers Road would have been a better choice. The Clerk was requested to make this suggestion to the County Council, as well as determining why there are no planned routes in the Whalesmead area. The Clerk was also requested to pass the link for amendments to the Committee.

Action: Clerk

7.2 Proposed Cllr Tidridge, Seconded Cllr Brown, **RECOMMENDED** unanimously that the Council adopt the revised Snow and Ice Policy and Procedures.

8 To make recommendations on the grant application from the Eastleigh MELA and Bishopstoke Players

8.1 Cllr Parker-Jones gave background information on the Players need to replace the lighting desk due to the existing one being faulty. Cllr Brown asked what would happen if the Council granted less than the requested amount and was informed that the Players would reduce their charitable donations to make up the difference. Cllr Toher stated that, in her position as Secretary to the Memorial Hall Committee, she and the rest of the Committee had no knowledge about the existing faulty equipment and she was concerned that any new equipment may not work with the existing electrics in the Hall. Cllr Toher therefore declared an interest as Secretary of the Memorial Hall. In light of the potential issues, the Committee agreed to defer the consideration of the grant request to the Full Council meeting on April 24th.

8.2 Proposed Cllr Brown, Seconded Cllr Parker-Jones, **RECOMMENDED** (Cllr Thornton abstaining due to a declared interest) that Eastleigh Mela be granted £500.

Initial: _____ Date: _____

9 To recommend the adoption of the Statement of Internal Control

9.1 Proposed Cllr Toher, Seconded Cllr Mignot, **RECOMMENDED** unanimously that the Council adopt the Statement of Internal Control.

10 To recommend the Council approve the virement of sums from reserves to cover approved work from the previous financial year that has yet to be completed

10.1 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RECOMMENDED** unanimously that the Council approve the virement of sums from reserves to cover approved work from the previous financial year that has yet to be completed.

11 To receive the Clerk's Report, including an update on Parish Council assets

11.1 The Clerk reported that the Cemetery hut has been removed. However asbestos has now been dumped there and quotes are being obtained for its removal. There have been concerns reported about two trees making alarming snapping sounds near the new development. The Borough tree officer has investigated and declared the trees sound and healthy. There have been a total of 29 interments over the year, which sadly is a high number in recent years.

11.2 The Clerk reported that there was a break in at the Jockey Lane toilet block, along with a couple of the sheds there. Also the new allotment building at the Chase has been broken into and damaged several times.

11.3 The Sayers Road play area is scheduled to be rebuilt beginning on the 14th May. It is hoped, but not guaranteed, that this will be completed in time for half term. The swing at Otter Close is not yet repaired, but the Clerk informed the Council he would be meeting with a representative from Vitaplay to arrange all the necessary maintenance from the recent inspections, and this would include the swing at Otter Close.

11.4 Finally, the Clerk informed the Council that the new Assistant Clerk, Sophie Thorogood, would be starting work in the following week. She would begin by working with the existing Assistant Clerk to train for the allotment role. Contact details will be provided in the near future and it is hoped that Sophie will be able to attend a meeting of the Council soon to introduce herself.

12 Date, time, place and agenda items for the next meeting

12.1 The next meeting is scheduled to be on Tuesday 8 May 2018 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

12.2 Agenda Items for this meeting should be received by the Clerk at least 7 days prior to the meeting.

13 Confidential Business

13.1 Proposed Cllr Thornton, Seconded Cllr Toher, **RESOLVED** that, in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

13.2 The Clerk informed the Committee that the latest indication from the Borough is that they had given the developers at the Chase a short time to respond to various issues at the development, and if the response was not satisfactory then enforcement proceedings would follow.

There being no further business, the Chair closed the meeting at 8.25pm

Initial: _____ Date: _____

Resolutions to be noted by the Full Parish Council

2.2 that the Minutes of the Finance and General Purposes Meeting held on 13 February 2018 be accepted as a true record.

6.4 that the Committee approve the RFO, Budget Monitoring and Payment reports for March 2018.

13.1 that, in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

Recommendations for consideration by the Full Parish Council

7.2 that the Council adopt the revised Snow and Ice Policy and Procedures.

8.2 that Eastleigh Mela be granted £500.

9.1 that the Council adopt the Statement of Internal Control..

10.1 that the Council approve the virement of sums from reserves to cover approved work from the previous financial year that has yet to be completed.

DRAFT

**PARISH COUNCIL MEETING ON 24 April 2018
MONTHLY STATEMENT OF ACCOUNT (March 2018)**

ITEM 8

Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 5,840.52	£ 4,720.04	£ 20,000.00	£ 19,440.80		£ 11,119.76
EBC	£ 147,591.03				£ 20,000.00	£ 127,591.03
Total	£ 153,431.55	£ 4,720.04	£ 20,000.00	£ 19,440.80	£ 20,000.00	£ 138,710.79

Receipts in detail	
Burial Board	£ 2,625.00
Allotments	£ 43.33
Carnival	£ 2,051.71
VAT refund	
Misc.	
Total	£ 4,720.04

VAT	
Previously Claimed	£ 4,020.46
Claimed in February	
Unclaimed	

EBC Loan Account Summary						
	Money In				Money Out	Current Balance
	1 April 2017 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to March	£ 168,271.92	£ 157,793.15	£ 11,280.67	£ 245.29	£ 190,000.00	£ 147,591.03
March					£ 20,000.00	£ 127,591.03

Notes	



Bishopstoke Parish Council

David Hillier-Wheal
BSc (Hons) PGCE
Clerk to the Parish Council

Bishopstoke Parish Office
Riverside
Bishopstoke
Eastleigh
Hampshire SO50 6LQ

Tel: 02380 643428
email: bishopstoke.pc@btconnect.com

APPLICATION FOR GRANT AID

1.	Name of Organisation	Bishopstoke Players
2.	Address (if applicable)	
3.	Name and address of the person making this application on behalf of the Organisation	Barry Kitchen 64 Launceston Drive Eastleigh SO50 4SG
4.	Your position in the Organisation	Lighting Technician
5.	Address to be used for communication (2 or 3 above?)	as 3 above
6.	Telephone number and e-mail address	07989 852201 support@bishopstokeplayers.uk
7.	If a Registered Charity, please give Charity Number	
8.	What are the objectives of the Organisation, and do any "Membership" criteria apply?	Supporting the work of Action for Children by the performance of drama in Bishopstoke Memorial Hall and encouraging the community to enjoy and participate in the dramatic arts. Membership is open to all over the age of 12.
9.	What is your total "Membership", and what proportion or number are resident in Bishopstoke?	Total paid membership is around 60 with around 35% resident in Bishopstoke. In addition a large range of local residents come to see our three main productions every year or help out back-stage or front of house..
10.	What total amount of Grant Aid is sought?	£ 1,366.09
11.	For what purpose is the Grant required?	Purchase of a new lighting console and associated flight case to replace our current lighting console, which is not capable of controlling modern LED and moving lights. This will enable us to increase the quality of our productions.

12.	Please provide a financial breakdown of how any Grant will be spent and when it will be spent by	The grant will be spent on a Zero 88 FLX S24 lighting console at £1,203 including VAT and a Swan Flight flight case to keep it in at £163.09. These items have been purchased in February 2018 in order that we can learn how to use them effectively prior to our next production in May 2018. Lloyds Bank, Bank Account no. 00159173 Sort Code 30-92-94
13.	Please state your Organisation's estimated income for the current year	£8,000
14.	Please state your Organisation's estimated expenditure for the current year	£7,300
15.	Please give details of any other applications for funding that you have made in the past year or are planning to make, with details of the funding source and of the outcome of the application. Highlight any application that relates to the subject matter of this Form.	None

Signature..... B. C. C. C. Date..... 29/3/18

Please see the attached explanatory notes to assist with correct completion of this Form. After completion, please return the Form to the Clerk to the Parish Council at the address at the head of the Form. Please send: -

1. The completed Application Form.
2. A copy of the most recent audited Income and Expenditure Account and Balance Sheet for your Organisation, together with a copy of relevant bank statements covering the period since that Balance Sheet date.
3. A copy of the Organisation's constitution or other governing instrument.
4. Where the Organisation is involved in working with young people, a written statement of your child protection policy, to include adult supervision ratios, and details of the qualifications and / or experience of adults who supervise young people.
5. Copies of any quotations, estimates or budgets for any project for which Grant Aid is sought.