

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 23 January 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 28 November 2017
4. To consider Matters Arising from the above Minutes
5. Declarations of Interest and Requests for Dispensations
6. Report on Planning Committee Meetings of 28 November 2017, 12 December 2017 and 9 January 2018 – to note Resolutions and to determine Recommendations
7. Report on Finance and General Purposes Committee Meeting of 12 December 2017 and 9 January 2018 – to note Resolutions and to determine Recommendations
8. To receive the RFO's Report and approve the November and December 2017 Statements of Account
9. To approve the expenditure budget for the coming year
10. To approve the Precept request for the coming year
11. To discuss potential verge protection solutions
12. To receive reports from County, Borough and Parish Councillors on matters of interest
13. To receive the Clerk's Monthly Report
14. To consider content for the January 2018 Press Release
15. Date, time, place and agenda items for next meeting – Tuesday 27 February 2017 at 7.30pm in the Parish Office, Riverside, Bishopstoke



*D L Hillier-Wheat
Clerk to Bishopstoke Parish Council
17th January 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 28 November 2017

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

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

Public Session 0 members of the public were present

FULL_1718_M06/

Public Session

87 Apologies for Absence

87.1 No apologies had been received. Cllr Mignot and Cllr Moore were absent.

88 Councillors' Questions

88.1 Cllr Parker-Jones asked how the current PCSO contract was being fulfilled, given the information provided to the Council at the October meeting by District Inspector Trueman. The Clerk was asked to attempt to find out and to add the discussion of the PCSO contract to a future agenda.

Action: Clerk

88.2 Cllr Daly asked about safety in the Chase, near Bishopstoke Cemetery. Cllr Daly stated that the street lighting is poor, and that there is a tractor parked on the pavement almost every night which is a hazard for both pedestrians and drivers. It was suggested that Cllr Daly contact the management company at the Chase to follow this up.

Action: Cllr Daly

89 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 24 October 2017

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

89.2 Proposed Cllr Harris, Seconded Cllr Tidridge, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 24 October 2017.

Initial: _____ Date: _____

90 To consider Matters Arising from the above Minutes

90.1 Item 73.2. The archaeologist report is now expected in the late Spring of 2018.

90.2 Item 78.2. The comments have been fed back to HALC.

90.3 Item 80.1. Cllr Harris and the Clerk have yet to meet.

90.4 Item 82.6. Cllr Tidridge sent the link to the Clerk who forwarded it on to the rest of the Council.

91 Declarations of Interest and Requests for Dispensations

91.1 Cllr Thornton declared an interest in the Scout grant application.

92 Report on Planning Committee Meeting of 24 October and 14 November 2017– to note resolutions and determine recommendations

92.1 The Planning Committee Minutes from 24 October and 14 November 2017 had been circulated prior to this meeting.

92.2 Proposed Cllr Greenwood, Seconded Cllr Brown, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 24 October and 14 November 2017 be noted.

93 Report on Finance and General Purposes Committee Meeting of 14 November 2017 – to note resolutions and to determine recommendations.

93.1 The Finance and General Purposes Committee meeting minutes from 14 November 2017 had been circulated prior to the meeting.

93.2 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 14 November 2017 be received and accepted.

93.3 Item 74.3 Cllr Toher requested that the recommendation regarding Travel Tokens be amended to remove the reference to the retirement village. The Council accepted this request.

93.4 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously that in the Travel Token Terms of Reference, Clause 4.1 be amended to simply state “annual meeting”, rather than October; token numbers be increased from 72 (84 if a companion is needed) to 84 and 108; the budget for the year remain at £1,200, and the proposal to offer a second amount of tokens in October each year, totalling 50% of their initial allocation, to anyone who has been in the scheme for more than 3 months, be adopted

93.5 Proposed Cllr Thornton, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Council buy a thermometer and instigate regular testing of water temperature; ensure all Council baths are emptied in October and the water switched off; remind all tenants annually of health and safety concerns and ensure all Council baths are cleaned in March prior to the water being turned back on again.

93.6 Proposed Cllr Parker-Jones, Seconded Cllr Harris, **RESOLVED** unanimously that the Friends of Stoke Park be awarded a grant of £1,000.

93.7 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the Stoke Park Infants’ Association be awarded a grant of £1,000.

Initial: _____ Date: _____

93.8 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** (Cllr Thornton abstaining) that the 12th Eastleigh Scouts be awarded a grant of £800.

94 To receive the RFO's report and approve the October 2017 Statement of Accounts

94.1 The October 2017 Statement of Accounts had been circulated prior to the meeting.

94.2 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously to receive the RFO's report and approve the October 2017 Statement of Accounts.

95 To approve Burial Board fees and Allotment rents for 2018-19

95.1 Proposed Cllr Brown, Seconded Cllr Winstanley, **RESOLVED** that the Burial Board fees and Allotment rents remain unchanged 2018-19.

96 To approve Standing Orders and Financial Regulations

96.1 The amended Standing Orders and Financial Regulations had been circulated prior to the meeting.

96.2 Cllr Harris noted that in the Carnival Working Group Terms of Reference, "residents" should actually be "non-Councillors".

96.3 Cllr Parker-Jones asked for a re-ordering of points 1.1, 1.2 and 1.3 in the complaints procedure to provide greater clarity.

Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the Standing Orders and Financial Regulations, as amended in 96.2 and 96.3, be adopted.

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

97.1 Cllr Brown reported that he had attended the latest Bishopstoke Community Association meeting as an observer and that progress is being made. There is a question over the long-term nature of the building and HCCs involvement, but speaking as a recent hirer the building is a good resource and should be kept going.

97.2 Cllr Winstanley reported on meetings with the Twynhams charity, the HALC AGM, HC Transport, the Borough Council Admin Committee, the Hampshire and Isle of Wight Local Government Association, the DCLG and the YZone Committee. Cllr Winstanley gave a brief verbal summary and stated that she would provide full notes for the minutes.

Action: Cllr Winstanley

97.3 Cllr Harris reported on the recent BCA meeting and stated that Hampshire County Council were booked to look at the brickwork in the next week. Cllr Harris also reported on the first Carnival working group meeting of the year, saying that the structure had been reorganised. The theme this year would be "Under The Sea". Cllr Harris had attended a conference held by Southern Water and had undertaken a training course regarding trees to enable him to better fulfil his role as tree warden.

97.4 Cllr Tidridge, as leader of Solent Running Sisters, had been in conversation with the Borough Council regarding a January programme encouraging exercise, for which posters will be provided. Cllr

Initial: _____ Date: _____

Tidridge had also attended the 9th November meeting to discuss the Borough Council's recent consultation exercise.

97.5 Cllr Greenwood reported he would be attending the 6th December meeting at which Parish Councillors will receive a briefing on the state of the local plan.

97.6 Cllr Parker-Jones stated she had also attended the 9th November meeting which she had found illuminating.

97.7 Cllr Thornton reported that he had joined the HCC Health and Adult Social Care Committee, as well as the Sustainability and Transformation Partnerships Committee, which looks at NHS changes. Cllr Thornton requested that any questions for either Committee be emailed to him.

97.8 Cllr Dean reported that she had attended the recent meeting of the Bishopstoke Memorial Hall, where the water and drainage work had been discussed.

97.9 Cllr Francis reported that she also had attended the 9th November meeting at which, during one of the group sessions she had been informed by Nick Tustian that if the proposed road goes ahead in the Local Plan, then the intention is to build it before housing goes in. Cllr Francis had also attended the 22nd November meeting held by Action Against Destructive Development at Bishopstoke Methodist Church. More than 100 residents had attended, and concerns included the extraction of water from the River Itchen, the ancient woodland and biodiversity. There was also a strong feeling that residents still did not know enough about the plan.

97.10 Cllr Toher reported that she and a resident had attended a Neighbourhood Plan conference run by CPRE. It had been very interesting and had provided good networking opportunities. The Memorial Hall meeting had included discussion of a possible opportunity to recoup some of the money charged due to the water leak. Cllr Toher had also attended the 9th November meeting and had found the discussion interesting. Cllr Toher also wanted to thank those who had attended the Armistice Day service on the 11th November.

98 To receive the Clerk's monthly report

98.1 The Clerk reported that the Public Art group had selected its shortlist of 3 artists to go forward to the final process. The group are looking forward to seeing what the artists produce as they refine their idea.

98.2 The Clerk reported that he had attended both the Armistice service on Saturday 11th, and the Memorial service on Sunday 12th November. There had also been training in the new Data Protection Regulations due to become law in May 2018 which had highlighted the amount of work that needs doing in the new year.

98.3 The Clerk informed the Council that the Carnival Court were part of the Eastleigh lights parade, and that the date for Carnival 2018 had been set as the 15th and 16th of September.

98.4 Coming up, the Clerk reminded the Council of the Local Plan update for councillors on 6th December, and noted that he and the Chair would be attending the Hampshire County Council Autumn Parish workshop, which this year is focussing on Transport and Highways. Cllr Greenwood requested the presentations from the Autumn Workshop be forwarded to Councillors if they are sent out.

98.5 The office will be closed (and the Clerk will be on holiday) from Thursday 22nd December and will reopen on 2nd January 2018.

Initial: _____ Date: _____

99 To consider content for the November 2017 press release

99.1 It was agreed that the press release would mention the grants awarded, the Armistice Service including looking forward to the Centenary next year, the training received by Cllr Harris as tree warden, the Carnival 2018 dates and the Eastleigh Borough Council meeting on 11th December, at which the Local Plan is being voted on.

Action: Clerk

100 Date, time, place and agenda items for next meeting – Tuesday 23 January 2018 at 7:30pm in the Parish Office, Riverside, Bishopstoke

100.1 Agenda items to the Clerk by Monday 15 January 2018 please.

101 Motion for confidential business

101.1 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

The Clerk left at this point

102 To approve staff salary recommendations

102.1 Proposed Cllr Brown, Seconded Cllr Greenwood, **RESOLVED** unanimously that the Clerk receive an increment of 1 scale point from 1st April 2018.

102.2 Proposed Cllr Parker-Jones, Seconded Cllr Thornton, **RESOLVED** unanimously that the Assistant Clerk's salary remain at the same scale point.

102.3 Cllrs wished to record their appreciation of the work of the Assistant Clerk, who is not eligible for an incremental raise having reached the top of her pay scale.

There being no further business, the Chair closed the meeting at 8:30pm

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 28 November 2017

Present: Cllrs Greenwood Chair), Brown, Dean, Francis, Thornton, Tidridge and Toher

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

Public Attendance: 0 members of the public were present

PLAN_1718_M13/

Public Session

121 Apologies for Absence

121.1 All members of the Committee were present.

122 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 14 November 2017

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

122.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 14 November 2017 be accepted as a true record.

123 To consider Matters Arising from the above Minutes

123.1 There were no matters arising.

124 Declarations of Interest and Requests for Dispensations

124.1 None declared or requested.

125 Consideration of Planning Applications

125.1 H/17/81684 – 17 Asford Grove – Single storey extension and front porch – The Committee agreed to Raise No Objection (RNO) to the application.

125.2 H/17/81800 – 6 Saville Close – Single storey side extension – The Committee agreed to RNO to the application.

125.3 F/17/80922 – 70-72 Stoke Common Road – Construction of 1 self-build, two-bed dwelling on land to the rear of existing property – The Committee agreed to RNO to the application, but wished to comment that any permission should ensure that there is no access to the allotments from the proposed dwelling and that given the residential neighbourhood the condition relating to hours of work should be strongly enforced.

126 Report on recent planning decision

126.1 H/17/81164 – 1 St Austell Close – Retrospective: Retention of 1.8m high boundary fence with brick pillars. Single-pitch roof to porch and lounge bay window – The Committee agreed to Raise No Objection (RNO) to the application – EBC Permitted the application.

Initial: _____ Date: _____

126.2 T/17/81612 – 20 Asford Grove – Fell 1 Oak tree – The Committee agreed to Raise No Objection (RNO) to the application – EBC Refused consent saying “The proposed felling of 1 Oak is considered unjustified. The works would thus result in an adverse impact upon the visual amenity, ecology and wildlife of the surrounding area. The information submitted was not satisfactory to support this application”.

126.3 T/17/81617 – Bishopstoke Manor – Various tree works – The Committee examined each of the proposed tree works and concluded that they were all valid. As such, the Committee agreed to RNO – EBC Consented to the application.

126.4 T/17/81661 – 5 Wooderson Close – Reduce lateral branches over garden of 1 Oak by 2m – The Committee agreed to RNO – EBC Consented to the application.

127 Clerk’s Report

127.1 The Clerk stated he had nothing further to add.

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

128.1 The next meeting will be on Tuesday 12 December 2017, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

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

129 Motion for Confidential Business

129.1 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.

130 Reported Breaches of Development Control (Confidential Business)

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

130.2 The Clerk reported no concluded breaches of Development Control.

130.3 Councillors reported no development control issues.

There being no further business, the Chair closed the meeting at 7.12pm

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 12 December 2017

Present: Cllrs Greenwood (Chair), Brown, Dean, Francis, Thornton, Tidridge and Toher

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

Public Attendance: 2 members of the public were present

PLAN_1718_M14/

Public Session

131 Apologies for Absence

131.1 All members of the Committee were present.

132 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 28 November 2017

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

132.2 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 28 November 2017 be accepted as a true record.

133 To consider Matters Arising from the above Minutes

133.1 There were no matters arising.

134 Declarations of Interest and Requests for Dispensations

134.1 Application H/17/81900 was for a previous Cllr, known to all the Committee members. The Clerk had granted dispensation for the Committee to discuss the application.

135 Consideration of Planning Applications

135.1 H/17/81900 – 63 Underwood Road – Single storey side and rear extension – The resident informed the committee that the plan included with the application was not completely correct as a small parcel of land had been missed. The Committee noted that the extension as shown on the plan was both rear and side, whereas the description on the application was for a side extension only. The Committee agreed to Raise No Objection (RNO) to the application.

135.2 F/17/81829 – 1 Bishopstoke Park – Construction of additional footways to serve Garnier Drive and Walter Lane – The Committee noted that the application states that Bishopstoke Park is on Church Lane, when in fact it is sited on Church Road. The Committee also wished to know whether there is an obligation on anyone to place signs marking out permitted footpaths. The Clerk informed the Committee that this is the responsibility of Hampshire Highways. The Committee agreed to RNO to the application.

135.3 T/17/81970 – Bishopstoke Cemetery – Beech and Oak along edge of lawn area (T1) - crown raise to 2.5m to allow mower access. Willow along edge of lawn area (T2 and T3) - to cut back as far

Initial: _____ Date: _____

as necessary to allow mower access and prevent danger to visitors. The Committee declined to comment on this application as it is on behalf of the Parish Council.

135.4 RM/17/81969 – Land to the North of Church Road – Reserved matters for construction of 27 dwelling units, open space and ancillary works (layout, scale, appearance and landscaping details) – Cllr Brown commented that despite promises being made that the site would be aimed at those working from home, there seem to be no features that would enable that – no mention of a superfast connection, no space for a study in a number of homes, no communal space that could be used by a group of homeworkers and very few dwellings having the promised study or downstairs bedroom. Cllr Brown also noted that the whole site still seems to serve as an entry-point to a parcel of land behind it, despite assurances that it was not intended to fulfil this function. Cllr Tidridge stated that the plans still appear to be overdevelopment. Church Road is not designed for the amount of traffic that both construction, and those houses being filled with families, would bring. Cllr Tidridge also stated it would be vital that the enforcement by the planning authority be rigorous. Cllr Toher enquired whether it would be possible for the committee to have a copy of the Construction, Design and Management Plan, re-iterated the point that it seems to be opening up new land to development, and noted that some comments were still being posted in the .msg format, which not everyone can access. The Clerk was requested to contact the Borough again with a view to changing this. Cllr Dean asked whether the promised meetings between Bargate and the residents were likely to happen. The Clerk was requested to contact Bargate to find out. The Committee asked the Clerk to set in motion the process for asking the Local Area Committee to look at the application, rather than having a delegated decision. Further questions as to whether the trees on the Church Road boundary are to be retained, and regarding who owns the land on which the footpath will run after the development were asked. The Committee were also concerned as to the proximity of a play area and a rest home, to which access was already a problem for ambulances. Safety has to be a priority both during construction and afterwards. Finally, the Committee requested a copy of the current transport management plan. For all the grounds above, the Committee agreed to both object to the application, and to request the decision be taken at the Local Area Committee.

Action: Clerk

136 Report on recent planning decision

136.1 F/17/81543 – 50 Hamilton Road – Change of use from hairdressing salon to dog grooming business – The Committee agreed to Raise No Objection (RNO) to the application – EBC Permitted the application.

136.2 F/17/80922 – 70-72 Stoke Common Road – Construction of 1 self-build, two-bed dwelling on land to the rear of existing property – The Committee agreed to RNO to the application, but wished to comment that any permission should ensure that there is no access to the allotments from the proposed dwelling and that given the residential neighbourhood the condition relating to hours of work should be strongly enforced – EBC Permitted the application.

137 Clerk's Report

137.1 The Clerk stated he had nothing further to add.

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

138.1 The next meeting will be on Tuesday 9 January 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

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

139 Motion for Confidential Business

139.1 Not proposed.

Initial: _____ Date: _____

140 Reported Breaches of Development Control (Confidential Business)

140.1 The Clerk reported no new alleged breaches of Development Control.

140.2 The Clerk reported no concluded breaches of Development Control.

140.3 Councillors reported no development control issues.

There being no further business, the Chair closed the meeting at 7.30pm

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 9 January 2018

Present: Cllrs Greenwood (Chair), Brown, Dean, Francis, Thornton, Tidridge and Toher

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

Public Attendance: 1 member of the public was present

PLAN_1718_M15/

Public Session

141 Apologies for Absence

141.1 All members of the Committee were present.

142 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 12 December 2017

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

142.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 12 December 2017 be accepted as a true record.

143 To consider Matters Arising from the above Minutes

143.1 Cllr Toher asked if the Clerk could once again approach the Borough Council with regard to finding out the reasons that Planning Application A/16/79559 was permitted.

144 Declarations of Interest and Requests for Dispensations

144.1 None declared or requested.

145 Consideration of Planning Applications

145.1 H/17/81780 – 35 Haig Road – Two storey rear extension, integral garage and alteration to fenestration – The Committee agreed to Raise No Objection (RNO) to the application.

146 Report on recent planning decision

146.1 F/17/80188 – Land to the rear of 86 Edward Avenue – erection of 9 dwellings, 6 three bed and 3 four bed houses with vehicular access, parking, landscaping and refuse storage - a resident spoke to raise issues with the application, specifically regarding the proximity of trees to plots 5-9, and to a lesser extent plots 1-4. He believed that new residents would rapidly request to have the trees removed. Cllr discussion confirmed all of the objections previously raised on this application, and also raised additional concerns regarding the limited number of visitor parking spaces, the problems flagged by Southern Water regarding the long-term maintenance of the SUDS, the lack of work done regarding land contamination, the housing being neither what is needed by Bishopstoke as a whole, nor in keeping with the character of the local housing, and the question of whether there is a sufficient buffer between the development and the Cemetery extension.

Initial: _____ Date: _____

Cllrs also raised the question of why the Forestry Commission was not being consulted, and the issue of road safety was highlighted several times, with major concerns regarding having three roads in such close proximity on a blind bend. There has reportedly been one near miss in the last few months already. Finally, it was noted that if the application is permitted, arrangements would need to be made to ensure that interments are not disturbed – EBC permitted the application.

Cllr Thornton stated that he had received comments from a resident concerned that one of plots has been arranged such that the house overlooks her property. The resident wanted to know why the house couldn't be arranged the other way around. Cllrs wanted to know why the decision had not been taken at the Local Area Committee. The Clerk was requested to ask Cllr Mignot and the Planning Officers what the criteria are for an application to be sent to the LAC.

Action: Clerk

146.2 T/17/81710 – The Rectory, 10 Stoke Park Road – Reduce branches of 1 Holm Oak by 3m – The Committee agreed to RNO to the application – EBC consented to the application.

146.3 T/17/81766 - 6 Bishops Court – crown reduce lowest limb of 1 Chestnut by 2.5m over conservatory, reduce remaining canopy by 1.5m – The Committee agreed to RNO to the application – EBC consented to the application.

146.4 H/17/81684 - 17 Asford Grove – Single storey extension and front porch – The Committee agreed to Raise No Objection (RNO) to the application – EBC permitted the application.

146.5 H/17/81800 - 6 Saville Close – Single storey side extension – The Committee agreed to RNO to the application – EBC permitted the application.

146.6 F/17/81829 - 1 Bishopstoke Park – Construction of additional footways to serve Garnier Drive and Walter Lane – The Committee noted that the application states that Bishopstoke Park is on Church Lane, when in fact it is sited on Church Road. The Committee also wished to know whether there is an obligation on anyone to place signs marking out permitted footpaths. The Clerk informed the Committee that this is the responsibility of Hampshire Highways. The Committee agreed to RNO to the application – This application was withdrawn.

147 Clerk's Report

147.1 The Clerk stated he had nothing further to add.

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

148.1 The next meeting will be on Tuesday 23 January 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

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

149 Motion for Confidential Business

149.1 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.

150 Reported Breaches of Development Control (Confidential Business)

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

150.2 The Clerk reported one concluded breach of Development Control.

150.3 Councillors reported one development control issue

Action: Clerk

150.4 The Clerk reported residents' concerns in St Margaret's Road.

Action: Clerk

There being no further business, the Chair closed the meeting at 7.20pm

DRAFT

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 9 January 2018

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

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Cllrs Dean and Greenwood

Public Session 1 member of the public was present

FGP_1718_M08/

Public Session

95 Apologies for Absence

95.1 Apologies had been received and accepted from Cllr Mignot.

96 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Meeting held on 12 December 2017

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

96.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** (Cllrs Parker-Jones and Winstanley abstained having been absent) that the Minutes of the Finance and General Purposes Meeting held on 12 December 2017 be accepted as a true record.

97 To consider Matters Arising from the above Minutes

97.1 Minute 90.2 – The Clerk reported that he now obtained the appropriate person to pay for the wreath and would have a cheque drawn up at his next meeting with the Assistant Clerk.

97.2 Minute 91.1 – The topic of defibrillators has been placed on the agenda for this meeting.

97.3 Minute 92.2 – The actions for the budget had been completed and the budget discussion has been placed on the agenda for this meeting.

98 Declarations of Interest and Requests for Dispensation

98.1 Cllr Toher declared an interest in Item 10 on the agenda, the discussion on a grant for the Memorial Hall

At this point, the Committee agreed to a request from Cllr Greenwood to bring forward the discussion of the Community Governance Review.

99 To discuss the Community Governance Review

99.1 Cllr Toher, with Cllrs Winstanley and Dean had attended a meeting at the Borough Council to discuss possible boundary and warding changes. The Parish Council is now in a position when it can potentially choose whether or not to request to include Stoke Heights within its boundaries, whether to keep the current split of the Parish into 3 wards, and whether the polling districts need to be changed.

Initial: _____ Date: _____

99.2 The general consensus was that the Committee felt it unwise to include Stoke Heights. Taking it would mean changing the parish boundary for the Neighbourhood Plan, and may be unwelcomed by the residents. Additionally the Committee felt it appropriate to keep 3 wards, as the prospect of electing 14 councillors on one sheet of paper will put people off voting.

99.3 It was thought worthwhile to look at whether the wards could be better arranged, in particular to avoid having residents on either side of a road in different wards. Additionally, some of the polling centres that people are allocated to do not make sense, and it was hoped that this could be better organised.

99.4 Cllr Winstanley offered to contact Kath Richards at the Borough to determine exactly what the Parish is permitted to do at this point, and obtain the necessary data for the Parish to be able to base its decisions on and the Committee accepted gratefully.

Action: Cllr Winstanley

99.5 The Committee appointed Cllr Winstanley, Cllr Toher, Cllr Greenwood and Cllr Dean to a short-term task and finish group to look at determining the best arrangement of wards and districts and report back to full council.

Action: Cllrs Winstanley, Toher, Greenwood and Toher

Cllr Greenwood left at this point

100 To receive reports from Working Groups

100.1 Carnival Working Group – The Clerk reported that the Carnival Group had met on the previous night for their second planning meeting towards Carnival 2018. Following the success of a stall being run directly by the Carnival Group last year, we are trying to increase the number of games available to bring in more money for the Carnival. There is also the possibility of a change in parade route which is being discussed at the next meeting.

100.2 Travel Tokens – Cllr Toher reported that she, Cllr Parker-Jones and the Clerk had met with Sandra McCoye of Anchor Park to discuss the eligibility of Anchor Park residents for Travel Tokens. The concerns over the taxi / bus service being provided by Anchor for their residents had been alleviated. Therefore, no change is recommended to the eligibility criteria.

100.3 Neighbourhood Plan – Cllr Toher offered her thanks to Ray Dean for organising the delivery rounds and all the volunteers for their help delivering the questionnaire, which had now been delivered to almost every house in Bishopstoke. So far, including online, there have been almost 300 responses, which is extremely encouraging. Cllr Toher is in contact with the Borough Council to arrange a meeting with our new contact regarding the Neighbourhood Plan. The next meeting is on January 25th which will take a provisional look at the responses and begin to determine what evidence we need to ask either the Borough or County Councils for. It was also suggested we encourage younger people to fill in the questionnaire, especially online.

101 To receive the RFO's Report, and approve Budget Monitoring and Non-Confidential Payments Reports for December 2017

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

101.2 The Clerk reported that he will be meeting with the Internal Auditor later in the month for the interim check of Parish accounts. Before then, both a VAT return and final payment of Carnival money will take place. The Clerk noted that the Cemetery Fence has now been finished, with the repair and – where necessary – replacement of the original fence being done to a high standard by the contractor. Additionally, various work had been undertaken to make pathways safe in the allotments.

Initial: _____ Date: _____

101.3 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously to receive and approve the RFO, Budget Monitoring and Non-Confidential Payment reports.

102 To recommend the Parish Council support the provision of defibrillators around the Parish, seeking grants to cover the installation costs and agreeing to cover the maintenance costs

102.1 Cllr Winstanley reported that she had been working to obtain information and figures from other local Parishes where defibrillators are already in place. The original request had come from a local businessman who was willing to pay half upfront costs, and train their staff to use it, but was seeking for the maintenance to be paid by the parish. The location suggested was inside the premises meaning that it would be unavailable on a regular basis.

102.2 Other potential locations that have been identified include the Bishopstoke Community Association, St Paul's Church and the YZone youth centre. The Borough Council Local Area Manager has confirmed that there are sufficient developer funds available to cover the installation costs of four units. Responses from other parishes indicate that maintenance costs are approximately £60 to £100 per year. Cllr Winstanley stated that she had received no negative reports regarding vandalism.

102.3 Following discussion, the Committee agreed that having a number of defibrillators was a good idea in principle. They should be located outside so that they are available at all times. Other possible locations might be pubs or near local surgeries. Cllr Winstanley was asked to continue her research and bring a full proposal regarding how many units and where they would be located to a future Finance & General Purposes meeting. The Clerk was also requested to check whether this would affect the Parish insurance policy.

Action: Cllr Winstanley and the Clerk

103 To make recommendations on the expenditure budget and precept for 2018-19

103.1 The amended budget proposals and associated paperwork had been circulated with the supporting papers for the meeting.

103.2 Following discussion it was agreed that there were still some concerns over the PCSO contract. Cllr Winstanley advised that the original contract had been agreed by the Eastleigh District Association of Parish and Town Councils, and that they had indicated they would look at it again. Details of the next meeting of EDAPTC would be forwarded to Cllr Toher to attend. Cllrs were asked to send their questions and concerns directly to Cllr Toher for her to take to the meeting. Following that discussion, the item will be added to a future Council agenda.

Action: All

103.3 Proposed Cllr Toher, Seconded Cllr Winstanley, **RECOMMENDED** unanimously that the budget be set as outlined in the supporting papers, including exceptional costs in Bishopstoke Cemetery, St Mary's and Old St Mary's churchyard, Sayers Road play area, and the allotments. This to be paid for through the precept, developer funds, and income from the Cemetery and allotments. Additionally, £45,000 is to be transferred from reserves to mitigate the rise in precept, which would thus rise from £47.96 to £55.15 instead of £66.96 for an average Band D dwelling (figures subject to final confirmation from the Borough Council)

104 To make recommendations on the grant request from Bishopstoke Memorial Hall

104.1 Cllr Dean asked whether it was better for the Parish Council to award money to the Memorial Hall pending the Council taking over the Hall, or whether it would be better for the Hall to run down its bank accounts prior to any transfer. The Clerk replied that he had taken advice from an experienced solicitor, who had stated that the Parish would need to become the sole trustee of the charity running the Hall, and so the Parish would continue to run the charity bank accounts. Therefore there is no need to run down the accounts of the charity.

Initial: _____ Date: _____

104.2 The Clerk advised that whilst there was not sufficient money in the Grant budget to accommodate the request, there was still money left in the budget for Community Facilities, of which the Memorial Hall is certainly one, and this money could be used in this case.

104.3 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RECOMMENDED** (Cllr Toher abstaining due to a declared interest) that Bishopstoke Memorial Hall be awarded a grant of £1,500.

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

105.1 The Clerk reported there were some minor repairs to play areas still awaiting completion. Additionally, following a request for the quotes for Sayers Road play area to be discussed by the Committee, the Clerk gave details of the quotes and was asked to consult residents on the quote from VitaPlay.

105.2 With regard to allotments, the Clerk noted that contact is being made with residents who have previously expressed an interest in having a 2.5 rod plot, and that the vacancies at Underwood Road are being advertised along with the relaxing of restrictions on plot ownership at that site.

105.3 Burial statistics for November and December include 2 new burials, 1 burial re-opening and 2 ashes re-openings. This brings the total for the year from April to 24. The Clerk also noted that at a recent meeting there had been discussions with a number of Parishes that supply gravedigging services directly, and this might be something that the Parish wanted to look into. Cllr Parker-Jones asked for any information or proposals to be brought to the Cemetery Working Group in the first instance.

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

106.1 The next meeting is scheduled to be on Tuesday 6 February 2018 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

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

There being no further business, the Chair closed the meeting at 8.50pm

Resolutions to be noted by the Full Parish Council

96.2 that the Minutes of the Finance and General Purposes Meeting held on 12 December 2017 be accepted as a true record.

101.3 to receive and approve the RFO, Budget Monitoring and Non-Confidential Payment reports.

Recommendations for consideration by the Full Parish Council

103.3 that the budget be set as outlined in the supporting papers, including exceptional costs in Bishopstoke Cemetery, St Mary's and Old St Mary's churchyard, Sayers Road play area, and the allotments. This to be paid for through the precept, developer funds, and income from the Cemetery and allotments. Additionally, £45,000 is to be transferred from reserves to mitigate the rise in precept, which would thus rise from £47.96 to £55.15 instead of £66.96 for an average Band D dwelling (figures subject to final confirmation from the Borough Council).

104.3 that Bishopstoke Memorial Hall be awarded a grant of £1,500

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

PARISH COUNCIL MEETING ON 23 January 2018
MONTHLY STATEMENT OF ACCOUNT (November 2017)

ITEM 8

Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 3,520.97	£ 2,636.67	£ 45,000.00	£ 45,155.27		£ 6,002.37
EBC	£ 232,591.03				£ 45,000.00	£ 187,591.03
Total	£ 236,112.00	£ 2,636.67	£ 45,000.00	£ 45,155.27	£ 45,000.00	£ 193,593.40

Receipts in detail	
Burial Board	£ 1,500.00
Allotments	£ 1,061.67
Carnival	£ 75.00
VAT refund	
Misc.	£ -
Total	£ 2,636.67

VAT	
Previously Claimed	£ 4,020.46
Claimed in October	
Unclaimed	

EBC Loan Account Summary						
	Money In			Money Out		Current Balance
	1 April 2017 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to November	£ 168,271.92	£ 157,793.15	£ 11,280.67	£ 245.29	£ 105,000.00	£ 232,591.03
November					£ 45,000.00	£ 187,591.03

Notes	

PARISH COUNCIL MEETING ON 23 January 2018
MONTHLY STATEMENT OF ACCOUNT (December 2017)

ITEM 8

Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 6,002.37	£ 662.56	£ 20,000.00	£ 20,242.45		£ 6,422.48
EBC	£ 187,591.03				£ 20,000.00	£ 167,591.03
Total	£ 193,593.40	£ 662.56	£ 20,000.00	£ 20,242.45	£ 20,000.00	£ 174,013.51

Receipts in detail	
Burial Board	£ 600.00
Allotments	£ 46.66
Carnival	
VAT refund	
Misc.	£ 15.90
Total	£ 662.56

VAT	
Previously Claimed	£ 4,020.46
Claimed in October	
Unclaimed	

EBC Loan Account Summary						
	Money In				Money Out	Current Balance
	1 April 2017 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to December	£ 168,271.92	£ 157,793.15	£ 11,280.67	£ 245.29	£ 150,000.00	£ 187,591.03
December					£ 20,000.00	£ 167,591.03

Notes	

BISHOPSTOKE PARISH COUNCIL

Expenditure Budget and Precept 2018/2019

	<u>Agreed</u>	<u>Projected</u>	<u>Base (draft)</u>			<u>Ongoing budget forecast</u>		
	<u>Budget</u>	<u>Spend</u>	<u>2018/19</u>			<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
	<u>2017/18</u>	<u>2017/18</u>	<u>Ongoing</u>	<u>One off / short term</u>	<u>Total</u>			
<u>Community Services, Projects and Facilities</u>								
Community projects and facilities	£ 7,000.00	£ 3,500.00	£ 5,500.00	£ -	£ 5,500.00	£ 2,000.00	£ 2,000.00	£ 2,000.00
Neighbourhood plan	£ 2,500.00	£ 1,500.00	£ 5,000.00	£ -	£ 5,000.00	£ 5,000.00	£ -	£ -
Carnival	£ 6,000.00	£ 4,002.00	£ 6,000.00	£ -	£ 6,000.00	£ 6,000.00	£ 6,000.00	£ 6,000.00
Travel token scheme	£ 1,200.00	£ 1,000.00	£ 1,200.00	£ -	£ 1,200.00	£ 1,200.00	£ 1,500.00	£ 1,500.00
Bus shelter maintenance	£ 1,500.00	£ 700.00	£ 1,500.00	£ -	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00
Play equipment provision	£ 8,000.00	£ 15,117.32	£ 5,000.00	£ -	£ 5,000.00	£ 32,000.00	£ 33,000.00	£ 34,000.00
Play equipment maintenance	£ 5,000.00	£ 2,550.00	£ 5,500.00	£ -	£ 5,500.00	£ 6,000.00	£ 7,000.00	£ 8,000.00
Play area/open space grounds maintenance	£ 31,000.00	£ 35,755.00	£ 44,000.00	£ -	£ 44,000.00	£ 44,000.00	£ 44,000.00	£ 44,000.00
Open space tree maintenance	£ 6,000.00	£ 15,500.00	£ 12,000.00	£ -	£ 12,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00
Shears Mill/ maintenance/cleaning	£ 800.00	£ 300.00	£ 500.00	£ -	£ 500.00	£ 500.00	£ 500.00	£ 500.00
Shears Mill utilities	£ 200.00	£ 100.00	£ 150.00	£ -	£ 150.00	£ 200.00	£ 200.00	£ 200.00
PCSO funding	£ 8,000.00	£ 7,400.00	£ 7,600.00	£ -	£ 7,600.00	£ 8,000.00	£ 8,200.00	£ 8,400.00
Grant Aid	£ 6,000.00	£ 6,000.00	£ 6,000.00	£ -	£ 6,000.00	£ 6,000.00	£ 6,000.00	£ 6,000.00
Street Pastors	£ 500.00	£ 500.00	£ 500.00	£ -	£ 500.00	£ 500.00	£ 500.00	£ 500.00
Y Zone	£ 25,000.00	£ 25,000.00	£ 25,000.00	£ -	£ 25,000.00	£ 25,000.00	£ 25,000.00	£ 25,000.00
Parish Publicity	£ 2,000.00	£ 1,000.00	£ 5,000.00	£ -	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00
Parish office maintenance/furnishings	£ 500.00	£ -	£ 500.00	£ -	£ 500.00	£ 500.00	£ 500.00	£ 500.00
Parish office utilities	£ 800.00	£ 900.00	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,100.00
New noticeboards	£ 3,000.00	£ 3,000.00	£ 1,500.00	£ -	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00
General repairs/renewals	£ 1,500.00	£ 400.00	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
Sub total	£ 116,500.00	£ 124,224.32	£ 134,450.00	£ -	£ 134,450.00	£ 154,900.00	£ 152,400.00	£ 154,700.00

BISHOPSTOKE PARISH COUNCIL

Expenditure Budget and Precept 2018/2019

	<u>Agreed</u>	<u>Projected</u>	<u>Base (draft)</u>			<u>Ongoing budget forecast</u>		
	<u>Budget</u>	<u>Spend</u>	<u>2018/19</u>			<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
	<u>2017/18</u>	<u>2017/18</u>	<u>Ongoing</u>	<u>One off / short term</u>	<u>Total</u>			
<u>Burial Board</u>								
St Mary's Churchyard maintenance	£ 5,000.00	£ 2,000.00	£ 2,000.00	£ 13,500.00	£ 15,500.00	£ 3,000.00	£ 3,000.00	£ 3,500.00
Old St Mary's Churchyard maintenance	£ 1,100.00	£ 1,650.00	£ 1,000.00	£ 600.00	£ 1,600.00	£ 1,200.00	£ 1,300.00	£ 1,400.00
Cemetery grounds maintenance	£ 24,500.00	£ 14,000.00	£ 2,000.00	£ -	£ 2,000.00	£ 2,500.00	£ 2,500.00	£ 2,500.00
Water rates	£ 100.00	£ 50.00	£ 100.00	£ -	£ 100.00	£ 100.00	£ 100.00	£ 100.00
Tree removal/mtce work	£ 4,000.00	£ 6,000.00	£ 6,500.00	£ -	£ 6,500.00	£ 2,000.00	£ 2,000.00	£ 2,000.00
General maintenance	£ 5,000.00	£ 5,000.00	£ 1,000.00	£ 6,000.00	£ 7,000.00	£ 1,500.00	£ 1,750.00	£ 2,000.00
Sub total	£ 39,700.00	£ 28,700.00	£ 12,600.00	£ 20,100.00	£ 32,700.00	£ 10,300.00	£ 10,650.00	£ 11,500.00
<u>Allotments</u>								
General maintenance	£ 10,000.00	£ 10,060.00	£ 4,500.00	£ 500.00	£ 5,000.00	£ 4,500.00	£ 4,800.00	£ 5,000.00
Soakaway								
Electricity	£ 800.00	£ 220.00	£ 400.00		£ 400.00	£ 600.00	£ 700.00	£ 800.00
Water rates	£ 1,000.00	£ 1,200.00	£ 1,300.00		£ 1,300.00	£ 1,300.00	£ 1,400.00	£ 1,500.00
Sub total	£ 11,800.00	£ 11,480.00	£ 6,200.00	£ 500.00	£ 6,700.00	£ 6,400.00	£ 6,900.00	£ 7,300.00

BISHOPSTOKE PARISH COUNCIL

Expenditure Budget and Precept 2018/2019

	<u>Agreed</u>	<u>Projected</u>	<u>Base (draft)</u>			<u>Ongoing budget forecast</u>		
	<u>Budget</u>	<u>Spend</u>	<u>2018/19</u>			<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
	<u>2017/18</u>	<u>2017/18</u>	<u>Ongoing</u>	<u>One off / short term</u>	<u>Total</u>			
<u>Administration</u>								
Staff Salaries incl NI & LGPS	£ 53,000.00	£ 54,000.00	£ 71,000.00	£ -	£ 71,000.00	£ 72,000.00	£ 74,000.00	£ 76,000.00
Election Expenses	£ 2,000.00	£ 4,500.00	£ 2,000.00	£ -	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00
Recruitment Advertising	£ 500.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Repairs & Renewals	£ 500.00	£ 100.00	£ 1,500.00	£ -	£ 1,500.00	£ 600.00	£ 700.00	£ 800.00
Office and Admin Expenses	£ 4,000.00	£ 3,000.00	£ 4,000.00	£ -	£ 4,000.00	£ 4,000.00	£ 4,200.00	£ 4,500.00
Room Hire	£ 200.00	£ 100.00	£ 200.00	£ -	£ 200.00	£ 200.00	£ 200.00	£ 200.00
Audit Costs	£ 1,500.00	£ 1,100.00	£ 1,200.00	£ -	£ 1,200.00	£ 1,200.00	£ 1,500.00	£ 1,500.00
Subs (HAPTC/NALC/SLCC)	£ 1,700.00	£ 1,800.00	£ 1,900.00	£ -	£ 1,900.00	£ 2,000.00	£ 2,100.00	£ 2,200.00
Clerk/asst clerk home facilities	£ 440.00	£ 432.00	£ 648.00	£ -	£ 648.00	£ 650.00	£ 650.00	£ 650.00
Staff travel & mileage	£ 500.00	£ 450.00	£ 500.00	£ -	£ 500.00	£ 500.00	£ 550.00	£ 600.00
Insurance	£ 2,000.00	£ 2,050.00	£ 2,100.00	£ -	£ 2,100.00	£ 2,200.00	£ 2,300.00	£ 2,400.00
Chair's Expenses	£ 150.00	£ 150.00	£ 150.00	£ -	£ 150.00	£ 150.00	£ 150.00	£ 150.00
Seminars & training	£ 1,000.00	£ 1,330.00	£ 1,500.00	£ -	£ 1,500.00	£ 2,000.00	£ 3,000.00	£ 1,000.00
Cemetery and allotment software	£ -	£ 100.00	£ 200.00	£ -	£ 200.00	£ -	£ -	£ -
Sub total	£ 67,490.00	£ 69,112.00	£ 86,898.00	£ -	£ 86,898.00	£ 87,500.00	£ 91,350.00	£ 92,000.00
Total	£ 235,490.00	£ 233,516.32	£ 240,148.00	£ 20,600.00	£ 260,748.00	£ 259,100.00	£ 261,300.00	£ 265,500.00

BISHOPSTOKE PARISH COUNCIL
Expenditure Budget and Precept 2018/2019

	<u>Agreed</u> <u>Budget</u> <u>2017/18</u>	<u>Projected</u> <u>Spend</u> <u>2017/18</u>
<u>Funded by: -</u>		
	10% Band D Rise	
Precept	£ 157,793.20	£ 157,793.20
Council tax support grant	£ 11,280.67	£ 11,280.67
Interest receivable	£ 200.00	£ 200.00
KSPC shared costs	£ -	
Other receipts	£ -	
Burial Board income	£ 10,000.00	£ 13,000.00
Allotment income	£ 5,000.00	£ 5,000.00
Carnival income	£ 3,500.00	£ 3,000.00
Sub total	£ 187,773.87	£ 190,273.87
Income and expenditure surplus/deficit	-£ 47,716.13	-£ 43,242.45
Total expenditure	£ 235,490.00	£ 233,516.32
<u>Movement in Reserves: -</u>		
General reserves at start of year	£ 173,331.75	£ 173,331.75
Transfers to/(from) reserves	-£ 47,716.13	-£ 43,242.45
Other adjustments eg creditors/Vat		
General reserves at end of year	£ 125,615.62	£ 130,089.30
Capital contribution Brookfield - earmarked reserve	£ 17,767.00	£ 17,768.00
Total All Reserves at end of year	£ 143,382.62	£ 147,857.30

<u>Base (draft)</u> <u>2018/19</u>			<u>Ongoing budget forecast</u>		
<u>Ongoing</u>	<u>One off /</u> <u>short term</u>	<u>Total</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>

Base budget for 2018-19 now includes a second assistant clerk and £25,000 going towards a new play area every two years
 Costs for Neighbourhood plan and takeover of Memorial Hall should end after 1 or 2 years
 Expected cost of tree work to decrease

MEMO

Bishopstoke Parish Council budget for 2018-19 Estimated cost for a band D household for the year

Community Projects - £2.93 to give us greater say in what happens with development in the Parish with the Neighbourhood Plan, and helping out with other Community Projects and Facilities

Carnival - £1.67 to put on the Carnival

Travel Tokens – 33p to provide some help with travel for those who don't have a car and can't use a bus

Bus Shelters – 42p to clean and repair around 20 bus shelters

Play areas - £2.93 to maintain all 6 play areas, plus the skate park, and the Multi Use Games Area at Brookfield

Open Spaces, grass, trees - £15.61 to keep all our grass cut, our hedges trimmed, our trees safe and our litter cleared in all the open spaces run by the Parish Council

Shears Mill – 18p to clean and maintain this tribute to Bishopstoke's history

PCSO funding - £2.12 to help fund our local PCSOs

Grants - £1.81 to local groups and charities to help the important work they do

YZone - £6.97 to the YZone, in conjunction with Fair Oak Parish and Eastleigh Borough Council, to fund and run this local youth centre which helps children with different needs across the Parish and has groups run by nationally acclaimed people.

Publicity - £1.81 to help publicise what is going on in the Parish and the work of the Parish Council

Parish Office – 70p to run the Parish office

Cemeteries and Churchyards - £3.51 to maintain St Mary's and Old St Mary's churchyards, and Bishopstoke Cemetery, including keeping the grass cut, the trees trimmed and safe, and the litter cleared.

Allotments - £1.73 to run Underwood Road and Jockey Lane allotments

Staff Salary - £19.80 to pay for the officers to carry out all the tasks necessary to keep everything running

Administration - £4.43 to cover election costs, the annual audit, training of officers and Councillors and any other expenses involved in running the office.

Extra work being planned for 2018-19

Replacing the play area in Sayers Road with a brand new facility, being funded by money from developers at a cost in the region of £80,000

Necessary Health and Safety work at Underwood Road allotments costing £500 – 14p per household

Replacing the worn out benches and memorial seats at the Cemetery at a cost of £6,000 - £1.67 per household

New bins in Old St Mary's Churchyard at an estimated cost of £600 – 17p per household
Repairs to St Mary's Churchyard, including the gate posts and external walls on Church Road, path repair, memorial repair and bins at an estimated cost of £13,500 - £3.76 per household

Effect on residents and reserves

This comes to a total of £66.96 per year for an average household.

Last year, the Parish Council asked for £47.96 from each Band D house.

This year the Council is going to increase that to £55.15 – an extra £7.19 per year, or 14p per week.

The rest of the money to make up the difference to what is needed – approximately £63,000 – will be found from income from the allotments, the Burial Board, Carnival and by using the Parish Council reserves.

	10% rise annually	15% rise annually	20% rise annually
	1.10	1.15	1.20
<i>2018/19</i> Reserves at March 31st 2018	£ 130,089.30	£ 130,089.30	£ 130,089.30
Council Tax	£ 52.76	£ 55.15	£ 57.55
Precept	£ 176,456.16	£ 184,476.89	£ 192,497.63
Top up	£ 12,757.46	£ 13,337.34	£ 13,917.22
Other income	£ 18,700.00	£ 18,700.00	£ 18,700.00
Ongoing costs on 2018-19	£ 240,148.00	£ 240,148.00	£ 240,148.00
One off costs in 2018-19	£ 20,600.00	£ 20,600.00	£ 20,600.00
Reserves at March 31st 2019	£ 77,254.91	£ 85,855.53	£ 94,456.15
Reserves as % of ongoing costs	32.2%	35.8%	39.3%
	1.10	1.15	1.20
<i>2019/20</i> Council Tax	£ 58.03	£ 63.43	£ 69.06
Precept	£ 194,101.77	£ 212,148.43	£ 230,997.15
Top up	£ 14,033.20	£ 15,337.94	£ 16,700.67
Other income	£ 19,000.00	£ 19,000.00	£ 19,000.00
Ongoing costs on 2019-20	£ 259,000.00	£ 259,000.00	£ 259,000.00
One off costs in 2019-20	£ 10,000.00	£ 10,000.00	£ 10,000.00
Reserves at March 31st 2020	£ 35,389.89	£ 63,341.90	£ 92,153.97
Reserves as % of ongoing costs	13.7%	24.5%	35.6%
	1.10	1.15	1.20
<i>2020/21</i> Council Tax	£ 63.83	£ 72.94	£ 82.87
Precept	£ 213,511.95	£ 243,970.69	£ 277,196.58
Top up	£ 15,436.52	£ 17,638.63	£ 20,040.80
Other income	£ 19,500.00	£ 19,500.00	£ 19,500.00
Ongoing costs on 2020-21	£ 261,000.00	£ 261,000.00	£ 261,000.00
One off costs in 2020-21	£ 15,000.00	£ 15,000.00	£ 15,000.00
Reserves at March 31st 2021	£ 7,838.36	£ 68,451.23	£ 132,891.36
Reserves as % of ongoing costs	3.0%	26.2%	50.9%
	1.10	1.15	1.20
<i>2021/22</i> Council Tax	£ 70.22	£ 83.88	£ 99.45
Precept	£ 234,863.15	£ 280,566.29	£ 332,635.90
Top up	£ 16,980.17	£ 20,284.43	£ 24,048.96
Other income	£ 20,000.00	£ 20,000.00	£ 20,000.00
Ongoing costs on 2021-22	£ 265,000.00	£ 265,000.00	£ 265,000.00
One off costs in 2021-22	£ 10,000.00	£ 10,000.00	£ 10,000.00
Reserves at March 31st 2022	£ 4,681.68	£ 114,301.95	£ 234,576.23
Reserves as % of ongoing costs	1.8%	43.1%	88.5%





