

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 22 January 2019

Present: Councillor Sue Toher (Chair)
Councillor Anne Dean (Vice-Chair)
Councillor Peter Brown
Councillor Andrew Daly
Councillor Chris Greenwood
Councillor Geoff Harris
Councillor Trevor Mignot
Councillor Andy Moore
Councillor Louise Parker-Jones
Councillor Angela Roling
Councillor Mike Thornton
Councillor Gin Tidridge
Councillor Anne Winstanley

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

Public Session 0 members of the public were present.

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Public Session

122 Apologies for Absence

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

123 Councillors' Questions

123.1 Cllr Daly reported progressing the Borough Council removing out of date road signs, Hampshire County Council moving a bus stop sign, and dealing with litter in Spring Lane. Cllr Daly asked whether anything could be done about the out of use phone boxes, in particular the one in Scotter Road. The Clerk was requested to contact BT to ask if they have finalised a schedule for their removal.

Action: Clerk

124 To adopt and sign Minutes of the Parish Council meeting held on 27 November 2018

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

124.2 Proposed Cllr Tidridge, Seconded Cllr Greenwood, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 27 November 2018.

125 To consider Matters Arising from the above Minutes

125.1 Minute 108.1 The Clerk reported that neither the bus stop, nor the bin, belong to the Parish Council. The Borough have been contacted to ask if they can lower the bin.

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125.2 Minute 118.4 The Clerk reported that the installation of dragon's teeth at Old St Mary's had been discussed with the Chair and Assistant Clerk Taylor. There is strong anecdotal evidence that underground services prevented a similar plan a few years ago. The matter has been passed to the Assistant Clerk to include on a future Cemetery Working Group agenda.

126 Declarations of Interest and Requests for Dispensations

126.1 None declared or requested.

127 Report on Planning Committee Meetings of 11 December 2018 and 8 January 2019 – to note Resolutions and to determine Recommendations

127.1 The Planning Committee Minutes from 11 December 2018 and 8 January 2019 had been circulated prior to this meeting.

127.2 The resolutions of the Planning Committee meetings held on 11 December 2018 and 8 January 2019 were noted.

128 Report on Finance and General Purposes Committee Meeting of 11 December 2018 and 8 January 2019 – to note Resolutions and to determine Recommendations

128.1 The Finance and General Purposes Committee Minutes from 11 December 2018 and 8 January 2019 had been circulated prior to this meeting.

128.2 Cllr Parker-Jones asked, regarding the advice on whether the Parish has the authority to carry out the proposed weedkilling, whether double taxation is a legal or civil issue. The Clerk replied that although double taxation was a consideration in the original discussion around weedkilling, the clear advice from HALC is simply that the Parish do not have the legal authority to fund this activity.

128.3 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously that the resolutions of the Finance and General Purposes Committee meeting held on 11 December 2018 be noted.

128.4 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously that Bishopstoke Methodist Church be granted £706.84.

128.5 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously that the amendment to standing orders be approved.

128.6 The remaining two recommendations, being concerned with staff pay, were moved to the end of the meeting for discussion under Confidential Business.

128.7 Proposed Cllr Winstanley, Seconded Cllr Brown, **RESOLVED** unanimously that the resolutions of the Finance and General Purposes Committee meeting held on 8 January 2018 be noted.

128.8 The Clerk noted that the recommendation regarding the budget has been included on the agenda.

Initial: _____ Date: _____

129 To receive the RFO's Report and approve the November and December 2018 Statements of Accounts

129.1 The Clerk reported the RFO continues to work on the bank mandate and further VAT returns.

129.2 Proposed Cllr Winstanley, Seconded Cllr Harris, **RESOLVED** unanimously to receive the RFO's report and approve the November and December 2018 Statements of Accounts.

130 To approve the expenditure budget for the year 2019-20

130.1 The proposed budget had been circulated with the supporting papers for the meeting.

130.2 Proposed Cllr Mignot, Seconded Cllr Moore, **RESOLVED** unanimously that the proposed expenditure budget for 2019-20 be approved.

131 To approve the precept request for the year 2019-20

131.1 A selection of precept illustrations had been circulated with the supporting papers for the meeting.

131.2 The Clerk reported that the proposed funding for the budget comes from estimated income from Parish sources such as the Burial Board and Allotments (£18,700), an element of Council Tax Support Grant (£9,162.08) and the use of £45,856.10 from reserves. This would then leave £219,889.82 of the £293,608 budget to be funded by the precept. This would be achieved by a 15% rise in Council Tax which would mean that the annual amount for Bishopstoke for a Band D house would rise from £55.15 to £63.42, an increase of £8.27. This is equivalent to 69 pence per month, or 16p per week. The Clerk also noted that the increase in the tax base had meant that the rise necessary to fund the plans of the Council had come down from at least 19% to 15%.

131.3 Cllr Thornton asked if this would bring the Council into surplus in the next 3-4 years. The Clerk replied that future spending and future income are not guaranteed, but that this recommendation gives the Council the best chance of achieving its goals of having the precept covering ongoing spending, Parish income covering one off items, and reserves sitting between 25% and 40%, by 2023. Cllr Thornton also asked where this would put Bishopstoke in relation to other local Parish Councils. The Clerk replied that although he did not know yet what the other Parishes are doing with their precept request, it was his belief that Bishopstoke would still comfortably be in the lower half of local parish Council Tax.

131.4 Proposed Cllr Harris, Seconded Cllr Dean, **RESOLVED**, with Cllr Tidridge voting against, that the increase in Council Tax for the year 19/20 over the year 18/19 for Bishopstoke Parish Council be set at 15%.

132 To approve the installation of smoke free signage at Bishopstoke play areas, funded by Hampshire County Council

132.1 The Clerk reminded the Council that Hampshire County Council are considering funding "smoke-free" signs across play areas in the County and that this item is merely to allow the Clerk to respond quickly in the event the County Council comes to a conclusion.

132.2 Proposed Cllr Parker-Jones, Seconded Cllr Winstanley, **RESOLVED** unanimously to approve the installation of smoke free signage at Bishopstoke play areas, funded by Hampshire County Council.

Initial: _____ Date: _____

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

133.1 Cllr Winstanley reported there has been a recent meeting of the Carnival Group and things are progressing well for this year's Carnival.

133.2 Cllr Tidridge reminded Cllrs that the latest litter pick run by a resident would be taking place on Sunday 27th January, beginning at Sayers Road play area. Cllr Tidridge also reported that she would be attending the BIFOHH LAC meeting the following evening, although it was disappointing that the latest round of Traffic Regulation Orders would not be able to be discussed as planned. At the LAC team meeting the removal of funding for flower towers was discussed, and Cllr Tidridge asked anyone who had any thoughts on the subject to contact her so they could be fed into the discussion.

133.3 Cllr Thornton reported on the work of the Hampshire Learning Disability Cluster, which works to ensure that disabled people are able to have a say and are respected. This has led to the formation of Local Information Groups and Cllr Thornton offered a booklet on their work to anyone who is interested. Cllr Thornton also reported that the Sustainability and Transformation NHS group were making progress with an Integrated Care Partnership for Hampshire. Staff numbers including doctors and health visitors are down due to vacancies not being able to be filled. The Cllr has also attended a meeting between the Bishopstoke Community Association, Hampshire County Council and residents and management of Anchor Homes to discuss the need for scaffolding to go up to allow work on the Community Centre tower. Finally, Wyvern school is making some changes due to their low class sizes not being economically viable.

133.4 Cllr Parker-Jones reported that she had attended the meeting to discuss architectural options for the Memorial Hall. Cllr Parker-Jones had also attended the 6th Annual Community Safety Partnership for Eastleigh at which it had been agreed to form a small team to meet weekly to enable a swift reaction to problems. Cllr Parker-Jones had also attended an awards ceremony at which the Street Pastors, among others, were given an award. The Cllr noted that a number of those present, including several award winners, had had elements of their funding cut recently by the County Council. Finally, Cllr Parker-Jones reported that there had been a recent meeting of the YZone management group. A number of repair or renovation jobs have been completed recently. Still to come are the deep clean and the redecoration.

133.5 Cllr Dean reported attending a meeting of the Memorial Hall committee. The committee were pleased that the original charity documents have now been provided by the Charity Commission and are hopeful this means the process can be concluded soon.

133.6 Cllr Harris reported he had attended a Health and Safety course which focussed on the responsibility of Councils to undertake risk assessments. It was mentioned at the course that anyone hiring Council facilities also needs their own risk assessment and policies. Cllr Harris also advised the Council that the Community Centre is currently closed at Hampshire's instruction. The tower is considered unsafe and until it can be secured the building will remain closed. It is hoped that this will take place in time to reopen in mid-February. The work on the tower itself can only take place in April or October due to the presence of bats, so the scaffolding could be up for a couple of months, or 10 months, or even 16 months depending on how much work there is to do. Cllr Harris was asked whether the County still intends divesting itself of the building by the end of March and indicated that he had not been formally told things are on hold, but that he would advise the Parish Council not to proceed anyway until the building is sound.

Initial: _____ Date: _____

133.7 Cllr Brown added that these issues had been found during planned works that would not have taken place were it not for the hard work and diligence of Cllr Harris, and the fact that things are moving forward at all is down to him. Cllr Brown also noted that it was good that residents had been involved in the decision-making process, not just informed of it. Cllr Winstanley also noted that this validates the concerns that the BCA have been raising for at least a year about the tower.

133.8 Cllr Toher had attended the Bishopstoke / Eastleigh liaison meeting, the Memorial Hall project meeting, the Memorial Hall committee meeting and the YZone management meeting.

134 To receive the Clerk's Monthly Report

134.1 The Clerk reported that further advice had been received regarding DBS checks which supports and reinforces the previous advice that they are not well suited for the purpose of attempting to remove or at least mitigate risk to both vulnerable residents and Cllrs. Instead the strong advice is to put in place sound policies and procedures to prevent circumstances in which problems can arise.

134.2 Cllr Moore indicated that he still believed DBS checks to be useful. This was agreed by Cllr Parker-Jones. Cllr Toher reminded the Council that it had been agreed to proceed without DBS checks for the time being, and to put strong policies and procedures in place. It was agreed that risk assessments and safeguarding would be regularly monitored to ensure that the Parish Council is doing the best it can to remove risk from the work of Councillors and the Council.

134.3 The next Beat Surgery is this Friday, the 25th, from 2:30pm to 3:30 pm, starting as usual in the Parish Office and then transferring to the Memorial Hall. The following Beat Surgery is March 22nd.

133.4 The Clerk reported that the new noticeboards for the Cemetery and the Memorial Hall / Parish Office have arrived and will hopefully be installed soon.

133.5 The Borough Council have now indicated that they are able to provide tree survey services, which will take place over the coming weeks.

133.6 Surveys have begun taking place on the Memorial Hall as the process of providing the different options for the future of the Hall commences. The 1932 charity document is now in the hands of the solicitor so it is hoped things will move swiftly now.

135 To consider content for the January 2019 Press Release

135.1 It was agreed that the press release would include the grant to the Methodist Church, the Precept, a reminder that Travel Tokens are available and the usual Beat Surgery information.

Action: Clerk

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

136.1 The next meeting will be on Tuesday 26 February 2019, at 7:30pm in the Parish Office.

136.2 Agenda items for February's Full Council meeting to the Clerk by Monday 18 February 2019 please.

Initial: _____ Date: _____

137 Motion for Confidential Business

137.1 Proposed Cllr Toher, Seconded Cllr Greenwood, **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.

137.2 Proposed Cllr Toher, Seconded Cllr Moore, **RESOLVED** unanimously that the recommendation regarding the Assistant Clerks' pay scale be approved.

137.3 Proposed Cllr Moore, Seconded Cllr Winstanley, **RESOLVED** with two abstentions that the recommendation regarding the Clerk's pay scale be approved.

There being no further business, the Chair closed the meeting at 8.35pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

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Resolutions approved by the Full Parish Council

124.2 to adopt as a true record the minutes of the Parish Council meeting held on 27 November 2018.

128.3 that the resolutions of the Finance and General Purposes Committee meeting held on 11 December 2018 be noted.

128.4 that Bishopstoke Methodist Church be granted £706.84.

128.5 that the amendment to standing orders be approved.

128.7 that the resolutions of the Finance and General Purposes Committee meeting held on 8 January 2018 be noted.

129.2 to receive the RFO's report and approve the November and December 2018 Statements of Accounts.

130.2 that the proposed expenditure budget for 2019-20 be approved.

131.4 that the increase in Council Tax for the year 19/20 over the year 18/19 for Bishopstoke Parish Council be set at 15%.

133.2 to approve installation of smoke free signage at Bishopstoke play areas, funded by Hampshire County Council.

137.1 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.

137.2 that the recommendation regarding the Assistant Clerks' pay scale be approved.

137.3 that the recommendation regarding the Clerk's pay scale be approved.

Actions arising from this meeting

123.1 The **Clerk** was requested to contact BT to see if there is a timetable for the removal of phone boxes.

135.1 The **Clerk** was requested to include the Methodist Church grant, the Precept, a Travel Token reminder and Beat Surgery information in the press release.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____