

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 13 October 2015

Present: Cllr Winstanley (Acting Chairman), Cllrs Mignot, Parkinson-MacLachlan and Toher

In Attendance: Mr P J Storey (Clerk to the Parish Council)
Mrs C Taylor (Assistant Clerk to Bishopstoke Parish Council)

Public Session

Mr C Giles, HCC Senior Engineer (Structures) gave an informative presentation on the Riverside project covering the need, problems encountered and work outstanding which included weed and debris removal, new faggotting in the Channel, a new bench and waste bin and some cosmetic work to reduce the starkness of the structure facing Montague Road residents. The quality of the work was designed to last for 120 years (piling) and 20 years (railings). The need for extensive scaffolding had been determined by environmental legislation designed to prevent any paint drips or rust particles from falling into the watercourse as well as protecting the work force. Records compiled as work progressed showed some movement in adjacent properties as a result of the extensive pile driving, in particular, the Shears Mill turbine housing. Mr Giles undertook to have the underside of the housing inspected by his divers when next they were inspecting adjacent bridges and a superstructure inspection by bridge office staff and continue inspections subsequently on a two-yearly cycle. He also gave examples of 'unforeseens', problems which had arisen and affected the programme timing and the effect that humidity and temperature had on the painting programme. Finally, he confirmed that the bus stop flooding problem should have been resolved as part of the work although the road flooding had yet to be resolved.

Cllr Mignot raised concerns over the disintegrating concrete supporting the railings on the other side of Scotter Road. Mr Giles stated this had been inspected and was deemed safe. Cllr Toher raised concerns at the flood risk in Montague Road and Mr Giles explained it was the responsibility of the Environment Agency to maintain water levels along the river and the Channel and how a narrowing watercourse should generate a faster flow which, in turn, should remove the silt thereby reducing the flood risk. He invited any comments on the style of growth proposed for planting in the Channel to be passed to him or the Clerk. He also undertook to confirm the type of tree now planted on Riverside, the maintenance required and by whom.

115. Apologies

115.1 Cllrs Cossey and Thornton.

116. To Agree the Minutes of the Meeting on 8 September 2015

116.1 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Winstanley, **RESOLVED** with Cllr Mignot abstaining (absent) that the minutes of the meeting held on 8 September 2015 be accepted as a true record.

117. Matters Arising from the above Minutes

117.1 Para 111.2 Old Fair Oak Road seat. An old seat outside The Welcome Inn on Old Fair Oak Road had become dangerous. EBC had quoted for repairing the seat but since it was not a Parish owned asset, it was agreed to recommend removal given there were seats in the adjacent bus shelter.

Action: Clerk

118. Declarations of Interest and requests for Dispensations

- 118.1 Cllr Parkinson-MacLachlan declared an interest in the Carnival grant payments and Cllr Toher declared an interest in the Age Concern grant.

119. Carnival Working Group's report

- 119.1 The Assistant Clerk reported that the Carnival expenses were within budget; that a new volunteer had come forward to help with the Parade; that next year's programme would have more events on the Saturday and that there was now a Bishopstoke Carnival Group on Facebook under the Parish Council, probably to be administered by a volunteer from the Group. Cllr Winstanley stated that the final Quiz Night had been very quiet.

120. RFO's Report, Budget Monitoring and Payments

- 120.1 A budget monitoring report had been circulated with the agenda papers and was noted.
- 120.2 The RFO reported that councils' investments were now protected by the Government's guarantee against loss of funds due to banks etc closing and that she had investigated alternative sources of interest paying accounts. Investment with EBC remained competitive at the moment but a further review in the new year might identify higher interest paying accounts and if these were to be used it made sense to defer until the new clerk was in post in view of the need to provide signatures.
- 120.3 Proposed Cllr Mignot, Seconded Cllr Winstanley, **RESOLVED** with Cllrs Parkinson-MacLachlan and Toher abstaining that the non-confidential payments tabled for September 2015 be noted.

121. Grant Aid application

- 121.1 A grant aid application had been received from Open Sight for £2,000 to contribute towards the cost of providing equipment for visually impaired people of limited financial means and living in Bishopstoke of which there were thirteen identified.
- 121.3 Proposed Cllr Toher, Seconded Cllr Parkinson-MacLachlan, **RECOMMENDED** unanimously that £1000 be granted to Open Sight to assist in meeting the costs of providing equipment for visually impaired people of limited financial means living in Bishopstoke

122. Asset Management Report

- 122.1 Cemetery and Churchyards. A total of 19 interments had taken place in the financial year to date.
- 122.2 Allotments. Nothing to report.
- 122.3 Play areas. Minor repairs continued to be necessary and were completed without problem.

123. Stoke Park Road warning sign

- 123.1 A request had been received that consideration be given to the installation of a 'Children Playing' warning sign on the Stoke Park Road green near the entrance to Stoke Park Woods to warn motorists accordingly. After discussion, it was not thought appropriate to progress this request as many other areas of equal or greater risk existed in the Parish and it was unlikely that Hampshire Highways would agree to fund these. However, mention would be made in the next Parish Newsletter.

Action: Cllrs McKeone and Parkinson-MacLachlan

124. Replacement Clerk progress

124. The Clerk confirmed that an advertisement for his replacement had been placed with Newsquest at a cost of £571 ex VAT and would appear in the News Extra Winchester and Eastleigh

editions, Romsey Advertiser and Daily Echo and associated websites between 8 and 15 October. HALC would also advertise on their website. The closing date for applications was 30 October and full details of the post and person specifications could be found on the Parish website. HALC had offered to help sift the applications at a daily rate of £250 and proffer advice, as required, on the selection.

125. Clerk's report

125.1 The Clerk reported on drug items and tree damage in the Sayers Road play area; the Police had been informed.

125.2 He was also pleased to report that EBC had approved the designation of Bishopstoke Parish as the defined area for the Bishopstoke Neighbourhood Plan but unfortunately more information was required by EBC in support of our submission for approval under the Localism Act 2011 of Assets of Community Value; this would entail more work to provide and he intended to seek further advice from EBC on this matter.

126. Date, time and place of next meeting

126.1 The next meeting will be on Tuesday 10 November 2015 at 7.30pm in the Parish Office, Riverside, Bishopstoke.

127. Motion for Confidential Business

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

128. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for September 2015 (Confidential Business)

128.1 Members noted the report tabled by the RFO which is attached to these minutes.

128.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the September 2015 staff payments be noted as tabled.

There being no further business, the Chairman closed the Meeting at 9.05

Resolutions to be noted by the Full Parish Council

- 116.1 that the minutes of the meeting held on 8 September 2015 be accepted as a true record.
- 120.3 that the non-confidential payments tabled for September 2015 be noted.
- 127.1 that, in view of the confidential nature of the business about to be discussed relating to employees' remuneration, it was advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.
- 128.2 that the September 2015 staff payments be noted as tabled.

Recommendations for consideration by the Full Parish Council

- 121.3 that £1000 be granted to Open Sight to assist in meeting the costs of providing equipment for visually impaired people of limited financial means living in Bishopstoke

Payments in September 2015 in excess of £500 published in accordance with the Government's transparency directive

Bruno Construction Ltd	Misc repairs	501.48
Sarsen Press	Carnival programmes	883.00
Sarsen Press	Neighbourhood Plan questionnaires	516.00
Green Smile Ltd	Grounds maintenance	3195.73
Bishopstoke Football Club	Grant	870.00