

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 14 March 2023**

Present: Councillor Ray Dean (Chair)
Councillor Ralph Candy
Councillor Andrew Daly
Councillor Anne Dean
Councillor Geoff Harris
Councillor Chris McKeone
Councillor Dermot McKeone
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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71 Apologies for Absence

71.1 Apologies were noted from Cllrs Francis, Hillier-Wheal, Kirby, Moore and Thornton. Cllr Lyon was not present.

72 To adopt and sign Minutes of the Parish Council meeting held on 10 January 2023

72.1 The minutes of the above meeting had been included in the document pack for this meeting.

72.2 Proposed Cllr Winstanley, Seconded Cllr Candy, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 10 January 2023 be adopted as a true record.

Action: Clerk

73 Declarations of Interest and Requests for Dispensations

73.1 Cllr Tidridge declared an interest in item 7 on the agenda, the discussion of the Greening campaign.

74 Reports from Committees, Working Groups, Officers and Councillors

74.1 The resolutions from Council Committees were noted.

74.2 The Clerk's report was noted.

74.3 Cllr Tidridge reported that the Bishopstoke, Fair Oak & Horton Heath Local Area Committee had agreed a response to the Stoke Park Farm Consultation.

Initial: _____ Date: _____

75 To approve the Dignity At Work Policy

75.1 The draft Dignity at Work Policy had been included in the supporting papers for the meeting.

75.2 Proposed Cllr Winstanley, Seconded Cllr R Dean, **RESOLVED** unanimously that the Parish Council approve the Dignity At Work Policy.

Action: Clerk

76 To approve signing the Civility & Respect Pledge

76.1 Details on the Pledge and the reasons for it had been included in the supporting papers for this meeting.

76.2 Proposed Cllr Winstanley, Seconded Cllr R Dean, **RESOLVED** unanimously that Bishopstoke Parish Council sign the Civility & Respect Pledge.

Action: Clerk

Cllr Tidridge left the meeting at this point.

77 To consider joining the Greening Campaign

77.1 Cllrs had been invited to an online presentation from Terena Plowright of the Greening Campaign following the last Full Council meeting. The Clerk informed the Council that the phase one pack would be provided free to the Council and that the Borough Council have grants available to cover printing costs so the only material cost to Bishopstoke Parish Council would be that of any events held to support it. The Clerk noted that running the campaign would require some officer time but this could be reduced if a working group of Councillors could be set up to run it. Cllr Winstanley suggested the Climate Change working group would be ideal for this.

77.2 Proposed Cllr R Dean, Seconded Cllr Winstanley, **RESOLVED** unanimously that Bishopstoke Parish Council join the Greening Campaign.

Action: Clerk

Cllr Tidridge re-joined the meeting at this point.

78 To receive the interim internal audit report and approve the Parish Council's response

78.1 The audit report and proposed Council response had been included in the supporting papers for this meeting.

78.2 Proposed Cllr Winstanley, Seconded Cllr Harris, **RESOLVED** unanimously to note the interim audit report and approve the Parish Council's response to it.

Action: Clerk

79 To consider grant applications from various groups

79.1 Details of grant requests from Bishopstoke W.I., Challengers, Arrow District Scouts, MHA and Spotlight.

79.2 Cllrs noted that the Spotlight application included schools in Eastleigh as well as Bishopstoke, and the Arrow District Scouts cover a far larger area than just Bishopstoke. After discussion it was agreed to award the full amount requested to Bishopstoke W.I., the MHA and Challengers, and half the requested amount to Spotlight and the Scouts.

Initial: _____ Date: _____

79.3 Proposed Cllr Candy, Seconded Cllr R Dean, **RESOLVED** unanimously to award grants of £500 to Spotlight; £1,000 to Arrow District Scouts; £950 to Bishopstoke W.I.; £1,830 to Challengers and £999 to MHA.

Action: Clerk

80 To approve the Statement of Internal Control

80.1 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** unanimously to approve signing the Statement of Internal Control.

Action: Clerk

81 To approve amendments to, and review, Standing Orders

81.1 The Clerk noted that the only changes to Standing Orders since the last time they had been approved were the amendments being brought forward at this meeting in response to the Cllrs request for Standing Orders to cover how apologies and absences are dealt with.

81.2 Proposed R Dean, Seconded Cllr Winstanley, **RESOLVED** unanimously to approve the amendments recommended and to approve the amended standing orders.

Action: Clerk

82 To approve earmark reserve arrangements

82.1 The proposed changes to earmarked reserves had been included with the supporting papers for this meeting.

82.2 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** unanimously to approve the earmark reserve arrangements.

Action: Clerk

83 To approve the meeting dates for 2023-24

83.1 The proposed meeting dates for the coming year had been included with the supporting papers for this meeting.

83.2 Proposed Cllr R Dean, Seconded Cllr Candy, **RESOLVED** unanimously to approve the meeting dates for 2023-24.

Action: Clerk

84 To review changes to, and approve, terms of reference for Committees and Working Groups

84.1 Details of suggested changes to the Glebe Meadow Working Group and the Communications Working Group had been included with the supporting papers for this meeting.

84.2 The Council discussed whether to remove or raise the seven Councillor limit on the Glebe Meadow Working Group. Councillors were keen to avoid Committees and Working Groups becoming too unwieldy so it was generally agreed not to take this step. The Communications Working Group amendments would allow them to prepare news releases as needed rather than waiting for a Full Council meeting.

Initial: _____ Date: _____

84.3 Proposed Cllr D McKeone, Seconded Cllr R Dean, **RESOLVED** unanimously to keep the Glebe Meadow Working Group limit of seven Councillors, to accept the suggested amendments to the Communications Working Group related to press releases, and to adopt all Committee and Working Group Terms of Reference.

Action: Clerk

85 To approve appointments to Committees and Working Groups

85.1 Proposed Cllr R Dean, Seconded Cllr Winstanley, **RESOLVED** unanimously that Cllrs Tidridge and C McKeone would step down from the Glebe Meadow Working Group with Cllr Harris being added, and that Cllr Harris would join the Assets Committee.

Action: Clerk

86 To approve a procedure to allow interim press releases

86.1 The procedure for allowing press releases as needed had been included with the supporting papers for this meeting. Cllr D McKeone, as Lead Member of the Communications Working Group, noted that this would give the Council greater flexibility in its news releases.

86.2 Proposed Cllr D McKeone, Seconded Cllr Winstanley, **RESOLVED** unanimously to approve the procedure to allow interim press releases.

Action: Clerk

87 To consider content for the next press release

87.1 The Council agreed that the next press release would include the grants awarded, the Civility and Respect Pledge, a defibrillator update and joining the Greening Campaign.

Action: Clerk

88 To agree the date, time and place for the next meetings

88.1 The next meeting will take place on Tuesday May 9th 2023. It will take place at 7:30pm at the Bishopstoke Methodist Church, following the Parish Assembly. The Clerk requested any agenda items and supporting papers be with him by May 2nd.

89 Motion for confidential business

89.1 Proposed Cllr R Dean, Seconded Cllr Harris, **RESOLVED** unanimously 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.

90 To consider nominations for Bishopstoke Champion 2022-23

90.1 Nominations for Bishopstoke Champion had been included with the confidential papers for this meeting.

90.2 Proposed Cllr Harris, Seconded Cllr C McKeone, **RESOLVED** unanimously that Nominee 1 be appointed Bishopstoke Champion 2022-23.

Action: Clerk

Initial: _____ Date: _____

91 To consider staff salary arrangements

91.1 Recommendations from the People Committee had been included with the confidential papers for this meeting.

The Clerk left the room at this point.

91.2 Proposed Cllr Harris, Seconded Cllr R Dean, **RESOLVED** with 8 in favour and 1 abstention to accept the recommendations of the People Committee.

Action: Clerk

The Clerk entered the room at this point.

There being no further business, the Chair closed the meeting at 8:42pm.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____