

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Methodist Church Hall, Sedgwick Road, Bishopstoke commencing at 7.30pm on 3 April 2012

Present: Cllr Winstanley (Chairman), Cllr McGuinness, Cllr Toher and Uren

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

40. Apologies

40.1 Cllrs Hansell and Roling.

41. To Agree the Minutes of the Meeting on 13 March 2012

41.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the meeting held on 13 March 2012 be accepted as a true record.

42. Matters Arising from the above Minutes

42.1 There were no matters arising not dealt with elsewhere in these minutes.

43. Declarations of Interest

43.1 Cllr Toher, Item 5 - payments.

44. RFO's Report, Budget Monitoring and Payments

44.1 A budget monitoring report had been circulated with the agenda papers. This was noted. The Clerk was pleased to confirm that the application for a refund of business rates on the Cemetery had been successful, the repayment received and a nil assessment for the future under the current rules agreed.

44.2 Proposed Cllr Winstanley, Seconded Cllr Uren, **RESOLVED** with Cllr Toher abstaining that the payments tabled be made.

45. Grant aid applications

45.1 Brookfield Residents Association had requested a grant of £200 to help finance some children's activities at a celebration lunch to mark the Royal Jubilee. The event would take place on the Brookfield open space and the Borough's public liability insurance would cover the risk.

45.2 Proposed Cllr Toher, Seconded Cllr McGuinness, **RECOMMENDED** that £200 be granted to the Brookfield Residents Association to help finance activities at a Jubilee Lunch.

45.3 Victim Support had requested £500 to help meet the costs of recruiting and training volunteers to assist those in need.

45.4 Proposed Cllr Toher, Seconded Cllr Uren, **RECOMMENDED** that £500 be granted to Victim Support to help meet the costs of recruiting and training volunteers to help those in need.

45.5 The Asian Welfare and Cultural Association had requested £500 towards the costs of holding this year's Eastleigh Mela on 8 July. Following further enquiries, it had been confirmed that although their finances illustrated large reserves, these were ringfenced for a community building and each year they planned for the Mela to be self-financing.

- 45.6 A proposal to recommend a grant of £500 was rejected. Proposed Cllr Toher, Seconded Cllr Winstanley, **RECOMMENDED** that £300 be granted to the Asian Welfare and Cultural Association to assist in meeting the costs of their Mela.

46. Asset Management Report

- 46.1. Cemetery. Twenty nine interments had taken place during the year and contact was being made with plot owners, where they could be identified, for remedial work to be undertaken on those memorials which were deemed unsafe.
- 46.2 Allotments. Following a successful meeting with tenants, the Clerk and Assistant Clerk were following up on some points made regarding untidy plots, rats and safety matters.
- 46.3 Play areas and open spaces. New signs had been ordered and new padlocks put on those vehicle access gates to deny entry to unauthorised vehicles. Green Smile Ltd had started the daily litter and safety inspections as previously agreed. The Clerk was reviewing the scheduled lists of assets taken over to evaluate the necessary insurance cover and to establish a longer term replacement programme.

47. Parish Website and Newsletter

- 47.1 Cllr Winstanley confirmed the distribution of the Spring edition of the Newsletter would be immediately after Easter.

48. Clerk's Report

- 48.1 Jubilee trees. The Clerk confirmed three Jubilee Oaks had been planted on the Brookfield open space and that EBC would water them during the Summer months.
- 48.2 Traveller briefing. The Clerk had attended a briefing by EBC on dealing with traveller encampments and would produce a policy for dealing with such events in due course.

Action: Clerk

49. Date, time and place of next meeting

- 49.1 The next meeting will be on Tuesday 15 May 2012 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

50. Motion for Confidential Business

- 50.1 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.

51. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for March 2012 (Confidential Business)

- 51.1 Members noted the report tabled by the RFO and attached to these minutes.
- 51.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that payments be made as tabled.

There being no further business, the Chairman closed the Meeting at 8.15pm.

Summary of Recommendations for Consideration by Full Parish Council

- 45.2 that £200 be granted to the Brookfield Residents Association to help finance activities at a Jubilee lunch.
- 45.4 that £500 be granted to Victim Support to help meet the costs of recruiting and training volunteers to help those in need.
- 45.6 that £300 be granted to the Asian Welfare and Cultural Association to assist in meeting the costs of their Mela.

Summary of Resolutions Passed to be Noted by the Full Parish Council

- 41.1 that the minutes of the meeting held on 13 March 2012 be accepted as a true record.
- 44.2 that the payments tabled be made.
- 50.1 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.
- 51.2 that payments be made as tabled.

Payments in March 2012 in excess of £500 published in accordance with the Government's transparency directive

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| Staff | Salaries & expenses | 2079.22 |
| Green Smile Ltd | Grounds maintenance | 1994.00 |
| EBC | Bus shelters | 6107.05 |
| Gaskin Ltd | Mower purchase | 15420.00 |
| PCC | Grant | 1000.00 |