

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 11 June 2013

Present: Cllrs Cossey (Chairman), Hansell, Harris and Winstanley

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

Public Session

No members of the public were present.

56. Election of chairman

56.1 Proposed Cllr Winstanley, Seconded Cllr Harris, **RESOLVED** unanimously that Cllr Cossey be elected Chairman for the year 2013 – 14.

57. Election of Vice-Chairman

57.1 Proposed Cllr Harris, Seconded Cllr Hansell, **RESOLVED** unanimously that Cllr Winstanley be elected Vice-Chairman for the year 2013 – 14.

58. Apologies

58.1 Cllrs Roling and Toher.

59. To Agree the Minutes of the Meeting on 23 April 2013

59.1 Proposed Cllr Winstanley, Seconded Cllr Hansell, **RESOLVED** with Cllr Harris abstaining (not present) that the minutes of the meeting held on 23 April 2013 be accepted as a true record.

60. Matters Arising from the above Minutes

60.1 Para 43.1 Potential border dispute. The potential border dispute at the Jockey Lane allotments had now been resolved.

61. Declarations of Interest and requests for Dispensations

61.1 Cllr Winstanley declared an interest in Item 8 (Grant Aid applications).

62. RFO's Report, Budget Monitoring and Payments

62.1 The Clerk reported that an application had been received for Grant Aid which fell outside the parameters for acceptance in that it was aimed at raising funds in memory of a young man. However, before the meeting, a dialogue had taken place with the applicants and it was agreed that the request could be resubmitted under the auspices of a recognised charity.

62.2 Standing Orders required the password and PIN for internet banking to be lodged by the Clerk with the Chairman of the Parish Council and stated that the sealed envelope containing this information could only be opened in the presence of two other councillors. A sealed envelope containing this information was duly handed over to Cllr Winstanley at this point.

62.3 The Clerk confirmed the hire arrangements of Glebe Meadow for a Summer Craft and Ale Fayre to be held on Saturday 13 July 2013 were progressing. The hire charge and a refundable deposit

had been received and copies of the public liability insurance and risk assessment were now held. Arrangements for a pre and post site inspection would be agreed nearer the time.

62.4 A budget monitoring report had been circulated with the agenda papers. This was noted.

62.5 Proposed Cllr Winstanley, Seconded Cllr Hansell, **RESOLVED** unanimously that the non-confidential payments tabled be approved.

63. Grant Aid applications

63.1 Grant Aid applications had been received from the Asian Welfare and Cultural Association for £500 towards the costs of staging their annual Mela; the Bishopstoke Memorial Hall for £1250 towards the costs of updating the Hall's electrical systems; and from the Bishopstoke Players for £1000 towards the costs of improving the electrical systems used by the Players.

63.2 Some discussion centred on the two applications for funds to update the Hall's electrical systems as both bids were considered to cover a similar requirement.

63.3 Proposed Cllr Winstanley, Seconded Cllr Harris, **RECOMMENDED** unanimously that the bids from the Bishopstoke Memorial Hall and the Bishopstoke Players be considered jointly since they both related to the same requirement and that £1750 be granted.

63.4 Proposed Cllr Harris, Seconded Cllr Hansell, **RECOMMENDED** with Cllr Winstanley abstaining that £500 be granted to the Asian Welfare and Cultural Association towards the costs of their annual Mela.

64. EBC's Draft Statement of Community Involvement

64.1 EBC had circulated a draft Statement of Community Involvement for consultation. Members **recommended** the draft be supported, as circulated.

65. Draft Snow and Ice Policy

65.1 A revised draft Snow and Ice Policy had been tabled and after further amendment would be tabled at full Council for adoption.

Action: Clerk

66. Asset Management Report

66.1 Cemetery and Churchyards. A large limb had fallen off a tree narrowly missing adjacent headstones and grave plots and urgent arrangements had been made to have the remainder of the tree removed as it was considered dangerous. Five interments had taken place in the first two months of the year.

66.2 Allotments. The two store huts at Manor Farm had been broken into and an item of equipment stolen. The buildings had been made safe temporarily and estimates were being obtained for permanent repairs. The Police had subsequently provided UV marker pens, notices and alarms for use by tenants in an effort to deter future break ins.

66.3 Play areas. An instance of offensive graffiti on the Otter Close play equipment had been removed by EBC Direct Services at a cost of £70. Evidence of suspected drug abuse had been found at the Sayers Road play area and the Police informed. Also at Sayers Road, the wetpour safety surface was being deliberately broken up by persons unknown. Again, the Police had been informed and the necessary repair action put in hand.

67. Clerk's Report

67.1 Nothing else to report.

68. Date, time and place of next meeting

68.1 The next meeting will be on Tuesday 9 July 2013 at 7.30pm in the Methodist Church Hall, Sedgwick Road, Bishopstoke.

69. Motion for Confidential Business

69.1 Proposed Cllr Winstanley, Seconded Cllr Hansell, **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.

70. Consideration of approval for payment of staff hours of work, mileage and out of pocket expenses for May 2013 (Confidential Business)

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

70.2 Proposed Cllr Winstanley, Seconded Cllr Hansell, **RESOLVED** unanimously that the payments be made as tabled.

There being no further business, the Chairman closed the Meeting at 8.20pm.

Summary of Recommendations for Consideration by Full Parish Council

63.3 that the bids for Grant Aid from the Bishopstoke Memorial Hall and the Bishopstoke Players be considered jointly since they both related to the same requirement and that £1750 be granted.

63.4 that £500 be granted to the Asian Welfare and Cultural Association towards the costs of their annual Mela.

64.1 that the draft Statement of Community Involvement circulated by EBC for consultation be supported.

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

56.1 that Cllr Cossey be elected Chairman for the year 2013 – 14.

57.1 that Cllr Winstanley be elected Vice-Chairman for the year 2013 – 14.

59.1 that the minutes of the meeting held on 23 April 2013 be accepted as a true record.

62.5 that the non-confidential payments tabled be approved.

69.1 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.

70.2 that the payments be made as tabled.

**Payments in May 2013 in excess of £500
published in accordance with the Government's transparency directive**

Staff	Salaries and expenses	2193.39
HCC	LGPS	521.46
Hedleys Solicitors	Legal fees	1105.40
R Morris	Grounds maintenance	1320.00
Green Smile Ltd	Grounds maintenance	2534.83
HALC	Affiliation fees	1230.00
EBC	Bus shelter cleaning	579.60
Homestart Eastleigh	Grant	750.00
British Gas	Allotment electricity	598.39