

**Minutes of a Meeting of the Finance and General Purposes Committee
held in the Parish Office, Riverside, Bishopstoke
commencing at 7.32pm on 09 July 2019**

Present: Cllrs Parker-Jones (Chair), Dean, Harris and Toher

In Attendance: Mrs C Taylor (Assistant Clerk to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

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36 Apologies for Absence

36.1 Apologies had been received and were accepted from Cllrs Thornton, Tidridge and Winstanley.

37 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Committee Meeting held on 11 June 2019

37.1 The Minutes of the above meeting had been circulated prior to the meeting.

37.2 Cllr Toher advised that the surname was stated incorrectly for Cllr Andrew Daly, who had been in attendance at this meeting.

37.3 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that, subject to including the correction listed at 37.2, the minutes of the Finance and General Purposes Committee meeting held on 11 June 2019 be accepted as a true record.

38 To consider Matters Arising from the above Minutes

38.1 Actions for the Clerk: the Assistant Clerk stated that the Clerk has contacted Scope as requested. Glebe Meadow quotes for the removal of the seating section have not been followed up due to subsequent decisions of Council.

38.2 Cllr Parker-Jones asked if the Clerk could confirm if the youth shelter can be removed, and then still be in a fit state to be returned to the play area.

Action: Clerk

39 Declarations of Interest and Requests for Dispensations

39.1 There were no declarations of interest or requests for dispensations.

40 To receive the RFO's Report, and approve Budget Monitoring and Payments Reports for June 2019

40.1 The Budget Monitoring and Payments reports for June 2019 had been circulated with the supporting documents for this meeting.

40.2 The Assistant Clerk provided the Committee with the RFO's report. The RFO reports that it has been a fairly quiet months for payments with nothing particularly noticeable to report other than the

large electricity invoice for Underwood Road is due to a year's worth of estimated readings and an actual meter reading being carried out in early June, triggering a more accurate bill.

40.3 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously that the Committee approve the Budget Monitoring and Payments reports for June 2019.

41 To make recommendations on the grant request from Bee Team

41.1 The grant request form had been circulated in the document pack for the meeting.

41.2 Following discussion councillors determined that further clarification was required concerning whether or not the grant was to an organisation or to a sole person, and whether accounts had been supplied. The Clerk was requested to defer this decision to Full Council and to provide further clarification.

Action: Clerk

42 To make recommendations on the grant request from Grub Club

42.1 The grant request form had been circulated in the document pack for the meeting.

42.2 Following discussion councillors determined that the Clerk should be asked to obtain further information on whether Grub Club is open to all, to obtain further clarification on if the Club is secular in nature, and to defer this decision to Full Council.

Action: Clerk

43 To discuss and agree the response to the Your Hampshire: Balancing the Budget consultation

43.1 Information relating to this consultation had been circulated before the meeting.

43.2 Discussion followed and included the need to have further investment in Hampshire County Council services, rather than to consider the need for cuts to those services. It was agreed that, rather than respond to each individual consultation question, Bishopstoke Parish Council should respond with a letter.

43.3 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Clerk write a letter to Hampshire County Council with the text as follows:

Bishopstoke Parish Council has considered your consultation and is responding to this consultation as follows. Having read your consultation the only aspect that Bishopstoke Parish Council find able to support you on is lobbying Central Government for more funding so that current levels of service can be maintained. To follow any of the other suggestions would be detrimental to the residents of Bishopstoke, particularly the most vulnerable in our society.

44 To discuss ideas for Glebe Meadow skate park and make recommendations

44.1 Councillors discussed various options for ameliorating the ongoing concerns at the Glebe Meadow skate park, concerning littering, vandalism and antisocial behaviour, including those put forward by Councillors at the June Full Council meeting. It was agreed to recommend the following actions to be taken:

That for the next 4 months the Clerk monitor the level of vandalism and the cost to Bishopstoke Parish Council of clearance and repair works.

That the Clerk investigates the cost of applying anti-vandal paint to the skate ramps.

That the Clerk ask the Street Pastors if they could visit the area more frequently.

That the Clerk include an article in the next Bishopstoke Parish Council newsletter on how much it has cost to make repairs and clear up litter/vandalised equipment, and that it is the Bishopstoke precept payers who will be paying for these increased costs. Also included should be options that Bishopstoke Parish Council could take to resolve the situation, including the possibility of removing equipment.

That the Clerk should obtain the cost to remove the youth shelter intact, to store and to then re-site elsewhere.

That the Clerk should monitor the additional costs of all incidents in the four-month period, and to also monitor any incidents of intimidation of Bishopstoke Parish Council's contractors. The grounds maintenance contractor to be requested to keep a daily log of all such incidents and to keep a log of occurrences of excessive or hazardous litter.

44.2 Cllr Toher reported that persons unknown are continuing to cut at the supports of the basket swing, and requested that the Clerk take immediate action to have the supports professionally checked.

Action: Clerk

44.3 Councillors considered that the next step should be to monitor the situation for the next four months, as resolved by Full Council. If the number of incidents settles down during this monitoring period no further action would be taken. However, if the number of incidents remained at the current level councillors considered that a possible option would be to re-site the youth shelter to another area.

44.4 Proposed Cllr Toher, Seconded Cllr Dean, **RECOMMENDED** unanimously that the actions as listed under 44.1 be taken to ameliorate the ongoing concerns at the Glebe Meadow skate park.

Assistant Clerk's Note: following a site inspection and visit the youth shelter was found to be damaged and required removal for safety reasons with immediate effect. Shelter was removed 12th July 2019.

45 To approve the current list of direct debit payees

45.1 The list of companies that Bishopstoke Parish Council currently pays by direct debit had been circulated in the document pack for the meeting.

45.2 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that the current list of direct debit payees be approved.

46 To receive the Clerk's Report, including an update on Parish Council assets

46.1 Allotments: The Clerk reported that the Assistant Clerk has begun the mid-season cultivation inspections and has already identified a number of plots at Underwood Road which are not meeting the required cultivation levels. She will now work using the site reps advice to issue letters to tenants. The remainder of inspections will be carried out this week as well as at Jockey Lane. The strimmer at Underwood Road was not working and is uneconomical to repair, and has been replaced.

Waiting List: Jockey Lane – 8; Underwood Road - 10 (of which 2 should be allocated this week, another 2 are current tenants and waiting for a specific plot); Sewall Drive – 23; Breach Lane – 17; Breach Lane disabled plots – 3

46.2 Burials: 5 new ashes interments in July and 1 ashes reopening; 1 new ashes interment and 1 ashes reopening booked for August. Including all those there have been 14 interments so far this year.

46.3 The Assistant Clerk reported that the dead pine tree had been removed from the Cemetery, and there had now been a number of trees that had died in this area. Councillors requested that the tree survey be carried out as soon as possible.

Action: Clerk

46.4 The Assistant Clerk reported that the public consultation notices were now in place for the proposed work to the wall at St Mary's churchyard. The Diocese had indicated areas of further work

Initial: _____ Date: _____

relating to the faculty application for the wall repairs, and these were being progressed, as were obtaining quotes for the work to be carried out on the fencing on the southern border.

46.5 Parish Office: PAT testing of all office and home equipment to take place on Friday this week. The tester will then move on to the allotments sites to check the equipment there.

46.6 Play Areas: The Clerk has now received quotes for the work identified in the May inspections and will be evaluating them on his return to the office.

46.7 On behalf of the Clerk, the Assistant Clerk reminded all present that any budget proposals for consideration as projects of this year, future years, or candidates for going on the Borough Community Infrastructure Project should be submitted over the summer in time to be included for discussion in September's meeting of the Finance and General Purposes Committee. Items will therefore be needed by Monday 2nd September. Councillors requested that this be added to the agenda for the next Full Council meeting.

Action: Clerk/Councillors

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

47.1 The next meeting is scheduled to be on Tuesday 10th September 2019 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

47.2 Agenda items for this meeting should be received by the Clerk no later than Monday 2nd September 2019.

There being no further business, the Chair closed the meeting at 8.50pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____