

# BISHOPSTOKE PARISH COUNCIL

## Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 25 September 2018

**Present:** Councillor Sue Toher (Chair)  
Councillor Anne Dean (Vice-Chair)  
Councillor Peter Brown  
Councillor Andrew Daly  
Councillor Geoff Harris  
Councillor Andy Moore  
Councillor Louise Parker-Jones  
Councillor Angela Roling  
Councillor Mike Thornton  
Councillor Anne Winstanley

**In Attendance:** Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)  
Councillor Ray Dean of Eastleigh Borough Council

**Public Session** 0 members of the public were present

**FULL\_1819\_M06/**

**Public Session**

### 74 Apologies for Absence

74.1 Apologies had been received and were accepted from Cllrs Greenwood, Francis, Tidridge and Mignot.

### 75 Councillors' Questions

75.1 Cllr Parker-Jones asked the Council to consider looking again at whether it would be appropriate to consider Cllrs being DBS checked. It is not possible to require it in order to be a Councillor, but Cllr Parker-Jones wished the Council to consider whether it might be appropriate for Councillors undertaking roles involving children or vulnerable adults, for example Carnival or Travel Tokens. The Clerk was asked to investigate the process, whether it would be useful to apply in certain circumstances, and what the potential problems might be.

**Action: Clerk**

### 76 To adopt as a true record, and sign, Minutes of the Parish Council meetings held on 24 July and 31 July 2018

76.1 The minutes of the above meetings had been circulated prior to this meeting. The Council wished to record their thanks to Assistant Clerk Cheryl Taylor for providing the minutes on July 31.

76.2 Proposed Cllr Moore, Seconded Cllr Brown, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 24 July 2018.

76.3 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 31 July 2018.

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**77 To consider Matters Arising from the above Minutes**

77.1 Cllr Parker-Jones queried the minutes from 24th July regarding the delegation policy. Cllr Toher apologised to Cllr Parker-Jones if any notes had been mislaid and advised that the Clerk will attempt to put into the policy any points that were raised at the meeting. Cllr Toher also invited Cllr Parker-Jones to recreate her notes, if possible and if time allowed, and forward them to her for inclusion in the next draft of the delegation policy that will go to the October Full Council meeting.

**78 Declarations of Interest and Requests for Dispensations**

78.1 Cllrs Toher, Harris Winstanley, Brown and Thornton all declared an interest in The Finance & General Purposes recommendations – specifically the recommendation at Minute 59.3.

78.2 Cllr Harris declared an interest in the Finance & General Purposes recommendation from Minute 60.3

78.3 Cllrs Harris, Winstanley and Brown all declared an interest in Item 9 on the agenda.

**79 Report on Planning Committee Meetings of 24 July, 14 August, 28 August and 11 September 2018 – to note resolutions and determine recommendations**

79.1 The Planning Committee Minutes from 24 July, 14 August, 28 August and 11 September 2018 had been circulated prior to this meeting.

79.2 Proposed Cllr Harris, Seconded Cllr Dean, **RESOLVED** unanimously that the resolutions of the Planning Committee meetings held on 24 July, 14 August, 28 August and 11 September 2018 be noted.

**80 Report on Finance and General Purposes Committee Meeting of 11 September 2018 – to note resolutions and to determine recommendations.**

80.1 The Finance and General Purposes Committee meeting minutes from 11 September 2018 had been circulated prior to the meeting. The Clerk was requested to send the Neighbourhood Plan Aims and Objectives to all Councillors.

**Action: Clerk**

80.2 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 11 September be noted.

80.3 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that £2,000 be vired from reserves to pay for essential remedial work at the Underwood Road allotment site.

80.4 Proposed Cllr Roling, Seconded Cllr Moore, **RESOLVED** that £200 be awarded to each of ARK Eastleigh, Age Concern Bishopstoke, MHA Live At Home, Wessmaps Housing Trust and the Bishopstoke Community Association.

80.5 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** that Open Sight be awarded a grant of £500.

80.6 Proposed Cllr Toher, Seconded Cllr Harris, **RESOLVED** unanimously that the Parish Council support the council tax referendum principles proposed by the Government for 2019-20.

80.7 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that signage for the new car parking area outside Bishopstoke Cemetery be installed, with funding being vired from reserves.

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80.8 Proposed Cllr Parker-Jones, Seconded Cllr Harris, **RESOLVED** unanimously that the next phase of improvement works for Bishopstoke Cemetery be approved, with up to £5,000 being vired from reserves as necessary.

**81 To receive the RFO's report and approve the July and August 2018 Statements of Accounts**

81.1 The July and August 2018 Statements of Accounts had been circulated prior to the meeting and are attached to these minutes.

81.2 The Clerk reported that he had received notification from the Borough Council that the supplement that replaced the Council Tax Support Grant is now being phased out. The contribution received from the Borough will drop by a third in 2019/20, and a further third in 2020/21 before disappearing at the end of March 2021. This will mean that approximately £5,000 less is received in the coming year from that grant.

81.3 The Clerk reminded Councillors that the budget is now being put together. Cllrs were invited to email the Clerk with details of any projects they would like to be considered for future funding by the next Finance & General Purposes meeting so that they can be included in discussions.

**Action: Cllrs**

81.4 The Clerk indicated that the budget will consist of three parts this year, in order to simplify the process and allow more focussed discussions on projects. They will be items where the costs are incurred every year and are predictable (utilities and subscriptions for example), items where costs are incurred every year but are not predictable (tree work and play area maintenance), and finally exceptional costs and projects

81.5 The Clerk reported that Carnival had been a great success. Although more money was spent on various activities this year, more money was also produced by the various activities. The overall cost to the Council for Carnival 2018 is expected to be around £1,100, although there are a few more expenses to come in. This is compared to last year when the overall cost to Council was around £1,000.

81.6 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously to receive the RFO's report and approve the July and August 2018 Statements of Accounts.

**82 To discuss the Parish Council position regarding the Bishopstoke Community Centre**

82.1 After discussion, the Council agreed that they would like to hear detailed and specific proposals from Hampshire County Council as to what will be done by HCC before and after the building is taken over by any group. The Council also agreed in principle that, if the conditions are acceptable, they would be interested in having discussions about the possibility of Bishopstoke Parish Council taking over the Community Centre. The Clerk was requested to invite representatives from HCC to a meeting, and to resend the building survey, and any other documents that may be relevant, to all Cllrs.

**Action: Clerk**

**83 To receive reports from County, Borough and Parish Councillors on matters of interest**

83.1 Cllr Harris reported on the 2018 Carnival. The event had generally been a success with good weather, and a lot of people enjoying the weekend. The River Floats and Duck Races had gone well, especially the added extras like hook-a-duck. Starting the parade at the Community Centre worked well and the new route seems to have worked. The parade had a safe space in which to set up, access to toilets and a kitchen, and cover in case of rain. The crossing of Church Road went as expected. The fete was very well received, with a lot of positive comments. Cllr Harris later asked whether the

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parking at the entrance to Glebe Meadow could be marked to make clear that it is not residential parking. The Clerk was asked to add this to the Finance & General Purposes agenda.

**Action: Clerk**

83.2 Cllr Parker-Jones reported that she had been informed that a bus had had to reverse along Hamilton Road. Members of the Carnival Group were able to inform the Council that the bus company had been informed of the route and time of the parade, and had acknowledged the information and even included it on their website. Cllr Parker-Jones also asked about food waste, as she had observed there were uneaten sandwiches and cake at the Tea Party. Cllr Brown explained that more visiting courts had been expected and so had been catered for. Finally Cllr Parker-Jones asked the Carnival Group not to use helium as it is a scarce resource.

*Cllr Moore and Cllr Roling left at this point*

83.3 Cllr Thornton reported on County Council matters. The budget had passed as expected. Cllr Thornton told the Council that he had become aware that more children are now being put into care. He attributed this to Social Services not having enough resources and employees being unable to fully assess each case as they would like to, so taking the decision to put children into care as they are worried that they will be blamed if anything goes wrong. The Health and Social Care Committee are meeting on Friday and the Sustainability and Transformation of the NHS will continue to be discussed. Cllr Thornton stated that he still had some grant money available, so if any Cllr was aware of a group that could benefit, please get them to send in a request. The AWCA are hoping to lease the Irish Club for 5 years to use as a Community Hub. Cllr Thornton also reported that the Scouts AGM is this coming weekend and the Scouts have been working with Cllr Harris and others to arrange things for Armistice Day.

83.4 Cllr Daly was concerned about the cost of travel injections and Cllr Thornton was asked to raise this with County.

83.5 Cllr Parker-Jones reported that it is now the case that all Houses of Multiple Occupancy have to be registered, where before it was only some. Cllr Parker-Jones also mentioned the Airport Plan which the Council will be looking at during October and the fact that the M27 would be closing for 3 days this weekend, as well as Leigh Road closing overnight for a period of time in the near future for resurfacing work. As a member of the Bishopstoke History Society, Cllr Parker-Jones reported that sales of the memorial book at Carnival had raised £50 for Help for Heroes. Finally, a resident had raised a concern that they believed only Bishopstoke Parish Council insists on the allotment water storage being disinfected once per year. The Clerk confirmed that other local Councils do the same.

83.6 Cllr Dean reported that she had attended the latest Memorial Hall meeting at which they had said goodbye to George Brown, who has been Chair for a least 40 years. Cllr Dean had also gone with the Cemetery Working Group to visit the improvements at the Cemetery, which we are very happy with.

83.7 Cllr Toher gave a report on her activities during the month which is attached to these minutes.

**84 To receive the Clerk's monthly report**

84.1 The Clerk reported that the first Silent Soldier is now installed on the right-hand side of the steps leading up to the Memorial Hall. The remaining silhouettes have now also turned up and will be installed soon. The Clerk was asked whether the Council has to return all the silhouettes – the latest email on the subject states that they are the Council's to keep.

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84.2 Carnival weekend had gone well from a Parish point of view. The only injury requiring first aid had been to Cllr Harris. The Clerk invited any Cllr who wished to join the Carnival Group, whether to attend every meeting or to commit to helping out on the day, to do so in time for the first meeting of the Carnival 2019 Group, which will be in early November.

84.3 The Clerk also invited Cllrs to join the Neighbourhood Plan group as extra helping hands are always welcome.

84.4 Going forward, the next Parish / Borough liaison meeting is due on the 2<sup>nd</sup> October, 4<sup>th</sup> October is the Community Safety Group and the Neighbourhood Plan group. For the second half of October the day to day business of the Council will be handled by the Assistant Clerks.

84.5 Beat Surgery dates have now been agreed and are 5<sup>th</sup> October, 30<sup>th</sup> November, 25<sup>th</sup> January and 22<sup>nd</sup> March. These are all Fridays. The sessions will start at 2:30pm in the Parish Office and will then move to the Memorial Hall to tie in with the end of the Age Concern events there. These will be publicised on Facebook and the website.

84.6 Finally, the Clerk noted that Cllr Toher had submitted a written version of her report for Item 10 on the agenda – Reports on matters of interest. This is most helpful, and the Clerk invited other Cllrs to follow suit.

*Cllr Parker-Jones left at this point*

#### **85 To consider content for the September 2018 press release**

85.1 It was agreed that the press release would mention the Carnival, both a report and thanks, the grants, the new Beat Surgery dates, the silhouettes and the Armistice Day arrangements.

**Action: Clerk**

*Cllr Parker-Jones returned at this point.*

#### **86 Date, time, place and agenda items for next meeting**

86.1 The next meeting will be on Tuesday 23 October 2018, at 7:00pm in the Parish Office.

86.2 Agenda items for September's Full Council meeting to the Clerk by Monday 15 October 2018 please.

86.3 Cllr Harris gave his apologies for the October meeting of the Full Council

*There being no further business, the Chair closed the meeting at 9:15pm*

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

## **Resolutions of the Full Parish Council meeting of 25<sup>th</sup> September 2018**

Bishopstoke Parish Council resolved

76.2 to adopt as a true record the minutes of the Parish Council meeting held on 24 July 2018.

76.3 to adopt as a true record the minutes of the Parish Council meeting held on 31 July 2018.

79.2 that the resolutions of the Planning Committee meetings held on 24 July, 14 August, 28 August and 11 September 2018 be noted.

80.2 that the resolutions from the Finance and General Purposes Committee meeting of 11 September be noted.

80.3 that £2,000 be vired from reserves to pay for essential remedial work at the Underwood Road allotment site.

80.4 that £200 be awarded to each of ARK Eastleigh, Age Concern Bishopstoke, MHA Live At Home, Wessmaps Housing Trust and the Bishopstoke Community Association.

80.5 that Open Sight be awarded a grant of £500.

80.6 that the Parish Council support the council tax referendum principles proposed by the Government for 2019-20.

80.7 that signage for the new car parking area outside Bishopstoke Cemetery be installed, with funding being vired from reserves.

80.8 that the next phase of improvement works for Bishopstoke Cemetery be approved, with up to £5,000 being vired from reserves as necessary.

81.6 to receive the RFO's report and approve the July and August 2018 Statements of Accounts.

### **Actions arising from this meeting**

75.1 The **Clerk** was asked to investigate the DBS process.

80.1 The **Clerk** was requested to send the Neighbourhood Plan Aims and Objectives to all Councillors.

81.3 **Cllrs** were invited to email the Clerk with details of any projects they would like to be considered for future funding by the next Finance & General Purposes meeting.

82.1 The **Clerk** was requested to invite representatives from HCC to a meeting, and to resend the building survey, and any other documents that may be relevant, to all Cllrs.

83.1 The **Clerk** was requested add parking at the entrance to Glebe Meadow to the next Finance & General Purposes agenda.

85.1 It was agreed that the press release would mention the Carnival - both a report and thanks, the grants, the new Beat Surgery dates, the silhouettes and the Armistice Day arrangements.

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_