

BISHOPSTOKE PARISH COUNCIL

**Members of the Parish Council are summoned to attend a meeting to be held at the Parish Office,
Riverside, Bishopstoke on Tuesday 22 May 2018 at 7.30pm
This Meeting is Open to the Public (7.30pm – Question Time)**

An invitation to attend all meetings of Bishopstoke Parish Council is extended to relevant: Hampshire County councillors; Eastleigh Borough councillors; and, the Eastleigh East Safer Neighbourhood Team

AGENDA

Public Session

1. Election of Chair
2. Election of Vice-Chair
3. Apologies for Absence
4. Councillors' Questions
5. To adopt and sign Minutes of the Parish Council meeting held on 24 April 2018
6. To consider Matters Arising from the above Minutes
7. Declarations of Interest and Requests for Dispensations
8. Report on Planning Committee Meetings of 24 April and 8 May 2018 – to note Resolutions and to determine Recommendations
9. Report on Finance and General Purposes Committee Meeting of 8 May 2018 – to note Resolutions and to determine Recommendations
10. To receive the RFO's Report and approve the April 2018 Statements of Account
11. Appointments to Planning Committee, Finance & General Purposes Committee
12. Appointments to Parish Council Working Groups and external bodies
13. To determine the Parish Council response to the Southampton Airport Noise Action Plan
14. To adopt the Annual Governance Statement for the year ended 31 March 2018
15. To approve the Accounting Statements for the year ended 31 March 2018
16. To receive reports from County, Borough and Parish Councillors on matters of interest
17. To receive the Clerk's Monthly Report
18. To consider content for the May 2018 Press Release
19. Date, time, place and agenda items for next meeting – Tuesday 19 June 2018 at 7.30pm in the Parish Office, Riverside, Bishopstoke



*D L Hillier-Wheal
Clerk to Bishopstoke Parish Council
16th May 2018*

Members: Cllrs Brown, Daly, Dean, Francis, Greenwood, Harris, Mignot, Moore, Parker-Jones, Roling, Thornton, Tidridge, Toher and Winstanley

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 24 April 2018

Present: Councillor Sue Toher (Chair)
Councillor Gin Tidridge (Vice Chair)
Councillor Peter Brown
Councillor Andrew Daly
Councillor Johanna Francis
Councillor Chris Greenwood
Councillor Geoff Harris
Councillor Trevor Mignot
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)

Public Session 0 members of the public were present

FULL_1819_M01/

Public Session

1 Apologies for Absence

1.1 Apologies had been received and were accepted from Cllr Dean.

2 Councillors' Questions

2.1 Cllr Daly informed the Council that there are 2 kerbstones that need replacing along West Drive. Cllr Daly was advised to contact Hampshire County Council via their website.

2.2 Cllr Tidridge informed the Council that she had received an email from Jonathan Wright. The Clerk explained that Jonathan is the artist creating the public art for the Bishopstoke Park / Breach Lane site. The Clerk will get in touch with Jonathan to clarify things. The Council was reminded that Cllr Winstanley is the Parish representative for Public Art.

Action: Clerk

2.3 Cllr Toher asked whether the Communications Working Group had met this year. The Clerk replied they had not. Cllr Toher informed the Council that the lead member of any group can call a meeting of that group.

3 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 27 March 2018

3.1 The minutes of the above meeting had been circulated prior to this meeting.

Initial: _____ Date: _____

3.2 Cllr Winstanley noted that she had in fact sent her apologies but that they had not been presented at the meeting due to a missing phone. It was agreed to amend the minutes accordingly.

3.3 Proposed Cllr Thornton, Seconded Cllr Harris, **RESOLVED** unanimously to adopt as a true record the minutes, as amended in 3.2, of the Parish Council meeting held on 27 March 2018.

4 To consider Matters Arising from the above Minutes

4.1 Item 141.1 The Clerk reported that he was waiting for one more address to be provided.

4.2 Item 141.7 The Clerk reported that the verge protection survey is still paused whilst end of year matters are dealt with.

4.3 Item 141.8 The Clerk reported that the contact list had again not been provided. A chasing email had been sent this week.

4.4 Item 147 The Clerk reported that the archaeology report has still not been received. A chasing email has been sent.

4.5 Item 148.3 The Clerk informed the Council that he had contacted the Borough Planning department to suggest developers be required to provide bins at all entrances to their sites. Additionally, all of the other outstanding bin issues have been chased again.

4.6 Item 148.7 Cllr Toher apologised for not having sent round the promised email, and stated that she would be sending it out shortly.

5 Declarations of Interest and Requests for Dispensations

5.1 Cllr Parker-Jones declared an interest in Item 10, the grant for Bishopstoke Players, as a member of the Players.

5.2 Cllr Toher declared an interest in Item 10, the grant for Bishopstoke Players, as the secretary of the Memorial Hall.

5.3 Cllr Thornton declared an interest in Item 7 – specifically in the recommendation regarding a grant for Eastleigh Mela.

6 Report on Planning Committee Meetings of 27 March and 10 April 2018 – to note resolutions and determine recommendations

6.1 The Planning Committee Minutes from 27 March and 10 April 2018 had been circulated prior to this meeting.

6.2 Proposed Cllr Greenwood, Seconded Cllr Brown, **RESOLVED** unanimously that the resolutions of the Planning Committee meeting held on 27 March and 10 April 2018 be noted.

7 Report on Finance and General Purposes Committee Meeting of 10 April 2018 – to note resolutions and to determine recommendations.

7.1 The Finance and General Purposes Committee meeting minutes from 10 April 2018 had been circulated prior to the meeting.

7.2 Proposed Cllr Parker-Jones, Seconded Cllr Toher, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 10 April be noted.

Initial: _____ Date: _____

7.3 Proposed Cllr Parker-Jones, Seconded Cllr Winstanley, **RESOLVED** unanimously that the Council adopt the revised Snow and Ice Policy and Procedures.

7.4 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** (Cllr Thornton abstaining) that Eastleigh Mela be granted £500.

7.5 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that the Council adopt the Statement of Internal Control

7.6 Proposed Cllr Brown, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Council approve the virement of sums from reserves to cover approved work from the previous financial year that has yet to be completed.

8 To receive the RFO's report and approve the February 2018 Statement of Account

8.1 The March 2018 Statement of Account had been circulated prior to the meeting and is attached to these minutes.

8.2 The RFO reported that the audit has now been moved to Thursday 3rd May, which will mean that the office is closed from lunchtime onwards..

8.3 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously to receive the RFO's report and approve the March 2018 Statements of Account.

9 To determine the Parish Council response to the Government consultation on draft revisions to the National Planning Policy Framework

9.1 After discussion, centring on the need to focus on the Neighbourhood Plan and the potential wriggle room available to development in Paragraph 9 of the draft proposals, the Council agreed to defer the matter to Finance & General Purposes, and delegate the authority to respond on the Council's behalf. Councillors were reminded that any Cllr who wishes to can attend the meeting and contribute to the debate.

9.2 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the Council delegate the authority to respond to the NPPF consultation to the Finance & General Purposes Committee at their next meeting on Tuesday May 8th.

10 To approve, if appropriate, the grant request from Bishopstoke Players

10.1 Cllr Toher informed the Council that extra information had now been received by the Memorial Hall Committee to the effect that the equipment was suitable for use in the Hall, and had in fact already been used. As such, the Memorial Hall Committee were happy for this to be bought.

10.2 Proposed Cllr Winstanley, Seconded Cllr Roling, **RESOLVED** (with Cllrs Parker-Jones and Toher abstaining) to grant £1,000 to Bishopstoke Players.

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

11.1 Cllr Parker-Jones reported that she had attended the Master Plan presentation given by the Borough to Bishopstoke Parish Councillors the previous week, which she had found unusual.

11.2 Cllr Francis started that she had been at the same meeting as Cllr Parker-Jones.

Initial: _____ Date: _____

11.3 Cllr Tidridge had also attended the Master Plan meeting. Additionally the Cllr wished to report that the Bluebells are stunning at the moment.

11.4 Cllr Thornton noted that the Methodist Church are holding a Bluebell Walk on 5th May in aid of their roof fund.

11.5 Cllr Moore reported that there had been a burst sewage pipe in Highbury, caused by the torrential downpour on Saturday night.

11.6 Cllr Harris informed the Council of the latest Carnival meeting, at which the road management plan had been discussed.

11.7 Cllr Greenwood also reported attending the Master Plan presentation, at which he had been impressed by the Borough team. Copious notes had been taken and the Cllr asked if we were to receive any feedback from the evening. The Clerk was asked to ascertain this.

Action: Clerk

11.8 Cllr Brown had attended both the Master Plan presentation and the Carnival meeting. Cllr Brown welcomed the communication from and interaction with the Borough, which he stated was good for the people of Bishopstoke.

11.9 Cllr Toher also welcomed the desire shown by the Borough to communicate. She had recently attended the funeral of former Cllr Andrew Cossey; the Borough / Parish liaison meeting and a recent Memorial Hall meeting, at which they were informed that their caretaker is retiring soon.

12 To receive the Clerk's monthly report

12.1 The Clerk reported that Sophie had made a good start to her job and is now busy learning the allotments with Asst Clerk Cheryl Taylor.

12.2 New Beat Surgery dates have been agreed. As previously discussed, the surgery is moving to Fridays in the afternoon. The next Surgery is on Friday 25th May, from 2:30 – 3:30pm. It will begin in the Parish Office and move across to the Memorial Hall to catch the end of the Age Concern meeting.

12.3 The new website is now live at www.bishopstokepc.org. It is still in the process of having links added and checked, as well as other pages added. The old website will be switched to a redirect page when appropriate.

12.4 The new email addresses for Councillors and Officers are now in place. The Clerk requested that all Cllrs log on to their new email via the link provided and reply to his email so that he can confirm each email can be accessed.

Action: All Cllrs

12.5 The allotment site meeting is this Saturday and the Clerk is attending with Cheryl. In future years, Sophie will attend. The Clerk also reported that he is attending, with the Chair, the Hampshire County Council parish workshop which was originally scheduled for March 1st.

12.6 The Clerk informed the Council of the sad news regarding the health of the Chief Executive of HALC. Cllr Toher offered to send a card on behalf of the Council, which the Council gratefully accepted.

13 To consider content for the April 2018 press release

Initial: _____ Date: _____

13.1 It was agreed that the press release would mention the grants provided to the Eastleigh Mela and Bishopstoke Players, the new Beat Surgery dates, the Parish Assembly, the new website and the new email addresses.

Action: Clerk

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

14.1 The next meeting will be on Tuesday 22 May 2018, at 7:30pm.

14.2 Agenda items to the Clerk by Monday 14 May 2018 please.

There being no further business, the Chair closed the meeting at 8:10pm

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 24 April 2018

Present: Cllrs Greenwood (Chair), Brown, Francis, Thornton, Tidridge and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

PLAN_1819_M02/

Public Session

11 Apologies for Absence

11.1 Apologies had been received and were accepted from Cllr Dean.

12 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 10 April 2018

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

12.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** (Cllr Greenwood abstaining) that the minutes of the Planning Committee meeting held on 10 April 2018 be accepted as a true record.

13 To consider Matters Arising from the above Minutes

13.1 There were no matters arising.

14 Declarations of Interest and Requests for Dispensations

14.1 Cllr Francis declared an interest in application H/18/82493, as a neighbour.

15 Consideration of Planning Applications

15.1 H/18/82493 – 38 Drake Road – Single storey rear extension with 6 roof lights – The Committee agreed to Raise No Objection (RNO) to the application but wished to comment that care should be taken with the roof lights so they do not impact on neighbours.

15.2 H/18/82587 – 261 Fair Oak Road – Single storey rear extension and additional windows – The Committee agreed to RNO to the application.

15.3 H/18/82835 – 4 West Horton Lane – Hip to gable roof enlargement incorporating 2 front and 1 rear dormer windows – The Committee agree to RNO to the application.

15.4 H/18/82574 – 52 Itchen Avenue – Single storey side extension – The Committee agreed to RNO to the application.

15.5 H/18/82817 – 35 Asford Grove – Single and two storey front extensions, side porch canopy, and render and cladding to front and side – The Committee agreed to RNO to the application but wished to comment that they felt this would be close to overdevelopment.

Initial: _____ Date: _____

15.6 H/18/82767 – 36 Stoke Park Road – Single storey rear extension and garage – The Committee agreed to RNO to the application.

16 Report on recent planning decision

16.1 There were no planning decision to report.

17 Clerk's Report

17.1 There was nothing further to add.

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

18.1 The next meeting will be on Tuesday 8 May 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

18.2 Any agenda items should be submitted in writing to the Clerk by Monday 30th April..

19 Motion for Confidential Business

19.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

20 Reported Breaches of Development Control (Confidential Business)

20.1 The Clerk reported no new alleged breaches of Development Control.

20.2 The Clerk reported no concluded breaches of Development Control.

20.3 Cllrs discussed one development control issue.

There being no further business, the Chair closed the meeting at 7.15pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Planning Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.00pm on 8 May 2018

Present: Cllrs Greenwood (Chair), Brown, Dean and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Cllr Daly

Public Attendance: 0 members of the public were present

PLAN_1819_M02/

Public Session

21 Apologies for Absence

21.1 Apologies had been received and were accepted from Cllrs Francis and Thornton.

21.2 Cllr Tidridge had stepped down from the Committee as she is now a member of the Eastleigh Borough Council Local Area Committee.

22 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 24 April 2018

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

22.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** that the minutes of the Planning Committee meeting held on 24 April 2018 be accepted as a true record.

23 To consider Matters Arising from the above Minutes

23.1 There were no matters arising.

24 Declarations of Interest and Requests for Dispensations

24.1 There were no declarations or requests.

25 Consideration of Planning Applications

25.1 H/18/82643 – 13 Hartley Road – Addition of first floor two storey side extension and front and rear dormers – The Committee agreed to Raise No Objection (RNO) to the application.

25.2 H/18/82653 – 23 Longmead Avenue – First floor side and rear extension – The Committee agreed to RNO to the application.

25.3 H/18/82881 – 48 Stoke Common Road – Single storey side / rear extension – The Committee agree to RNO to the application.

26 Report on recent planning decision

26.1 T/18/82543 – 10 Walter Lane – Various tree works (details within arboricultural tree risk management report) – The Planning Committee were surprised to find this application from Bishopstoke Park attached to a single address on site and believe this could be seen as misleading. No

Initial: _____ Date: _____

objection was raised to the proposed tree works, but the Committee requested the work take place after the nesting season. Additionally, the Clerk was requested to ascertain whether the Borough Council's 2 for 1 tree replacement programme applies to all applications, or merely to Council owned trees – The Borough Council decided to Part Consent / Part Refuse the application. Work on 3 Oak trees was refused but the remaining work was allowed.

26.2 T/18/82634 – 88 Spring Lane – 1 x Holm Oak, reduce to 2-3m all round to previous reduction points – The Committee agreed to Raise No Objection to the application but request that the work take place outside the nesting season – The Borough Council decided to refuse the all round reduction, but allow it on lateral branches only.

26.3 T/18/82633 – 1 Spring Lane – 1 x Yew tree, crown raise minor growth over public footpath using hedge cutter - The Committee agreed to Raise No Objection to the application but request that the work take place outside the nesting season – The Borough Council Consented to the application.

27 To comment on potential names for the Church Road Bargate development

27.1 The Committee felt that the reason the developer gave for not using Cook Close as the name was not justified. Accordingly, it was agreed to suggest Cook Close again, adding that the Parish Council were happy to have it known that the name was chosen by the Council. Additionally, the Committee also agreed to suggest the names Cottrill and Rose, both of whom were Rectors at St Mary's, and Jackson, who for many years was a Curate at St Mary's.

Action: Clerk

28 Clerk's Report

28.1 The Clerk informed the Committee that, following conversations with the internal auditor, alternate methods of recording confidential business would be put before the Committee at the next meeting.

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

29.1 The next meeting will be on Tuesday 5 June 2018, at 7:00pm. The doors will be open at 6:45pm for viewing of applications.

29.2 Any agenda items should be submitted in writing to the Clerk by Monday 28th May..

30 Motion for Confidential Business

30.1 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

31 Reported Breaches of Development Control (Confidential Business)

31.1 The Clerk reported one new alleged breach of Development Control.

31.2 The Clerk reported three concluded breaches of Development Control.

31.3 Cllrs reported no additional confidential business

There being no further business, the Chair closed the meeting at 7.21pm

Initial: _____ Date: _____

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 8 May 2018

Present: Cllrs Thornton (Chair), Brown, Mignot, Parker-Jones, Tidridge, and Toher

In Attendance: Mr D Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Mrs S Thorogood (Assistant Clerk to Bishopstoke Parish Council)
Cllrs Daly, Dean and Harris

Public Session 0 members of the public were present

FGP_1819_M02/

Public Session

14 Apologies for Absence

14.1 Apologies had been received and accepted from Cllr Winstanley.

15 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Meeting held on 10 April 2018

15.1 The draft minutes had been circulated with the supporting papers for this meeting.

15.2 Proposed Cllr Parker-Jones, Seconded Cllr Toher, **RESOLVED** that the Minutes of the Finance and General Purposes Meeting held on 10 April 2018 be accepted as a true record.

16 To consider Matters Arising from the above Minutes

16.1 Minute 6.3 – The updated report with details of the Assistant Clerk's expenses had been sent out with the supporting papers for the minutes.

16.2 Minute 7.1 – The link for contacting Hampshire County Council regarding gritting routes had been sent to Councillors, and the Clerk had asked why White Road was part of the route had been asked, but no reply had been received to date.

17 Declarations of Interest and Requests for Dispensation

17.1 Cllrs Harris and Brown declared an interest in Item 7 on the agenda as members of the committee running the Community Centre.

18 To receive reports from Working Groups

18.1 Cllr Harris reported that almost everyone contacted is happy with the new route. All documents regarding the route have been passed to the Clerk for collation and to pass on to other bodies as necessary.

18.2 Cllr Tidridge reported that the Communications & Engagement Group had not yet met due to diary conflicts, but that a meeting was imminent, and that a newsletter is being put together.

18.3 Cllr Toher reported that the Neighbourhood Plan group had not met recently, but that herself and Ray Dean of the group were hoping to attend a seminar on the 24th May.

Initial: _____ Date: _____

19 To receive the RFO's Report, and approve Budget Monitoring and Non-Confidential Payments Reports for April 2018

19.1 The budget monitoring and payments reports had been circulated with the supporting papers for this meeting and are attached to the minutes.

19.2 The RFO explained the new format of the budget monitoring report, giving more detail on the expenditure of the Council, which was approved of by Councillors.

19.3 The RFO also informed the committee that the internal auditor had passed the finances of the Council with no issues. The new auditors have brought forward the date by which the Council needs to approve its return to June 11th. Assuming this is the case going forward then that will allow the Council to revert to using the 2nd and 4th Tuesdays in June for its meetings.

19.4 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously that the Committee approve the RFO, Payment and Budget Monitoring reports for April 2018.

20 To make recommendations on the grant application from the Bishopstoke Community Centre

20.1 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RECOMMENDED** (Cllr Brown abstaining) that the Parish Council approve a grant of £1,000 to Bishopstoke Community Centre from the Community Projects budget.

21 To recommend the Parish Council response to the Government consultation on unauthorised developments and encampments.

21.1 After discussion, the Committee agreed: that the consultation should also have included the provision of encampments; that it was the Borough Council – through the Local Plan – that should be making the relevant provision; that the fact that small or even single person encampments do exist, and this should be recognised, and that homelessness also ought to be considered.

21.2 The Committee asked the Clerk to determine what the procedure is if anyone approaches Eastleigh Borough Council interested in utilising a pitch.

Action: Clerk

21.3 Proposed Cllr Toher, Seconded Cllr Tidridge, **RECOMMENDED** that the comments contained in Minute 21.1 form the basis of the Parish Council response.

22 To recommend the Parish Council response to the Southampton Airport Noise Action Plan consultation.

22.1 The Committee agreed that Cllr Toher, as Chair, should write to the Airport to remind them that it is their responsibility to ensure the phone number and email address for complaints are widely published.

22.2 The Committee also agreed to defer the final response until the Full Council meeting in May as the consultation deadline has been extended. The Committee wished to note concerns regarding air quality, expansion leading to more noise and that current development within Bishopstoke is partially within the noise contour map and so raises concerns about soundproofing.

Action: Clerk

23 To consider, and recommend approval of, the Annual Governance Statement for the year ended 31 March 2018

23.1 Proposed Cllr Thornton, Seconded Cllr Mignot, **RECOMMENDED** unanimously that the Council approve answering “Yes” to boxes 1 to 8 of the Annual Governance Statement 2017/18, and “N/A” to box 9.

24 To consider, and recommend approval of, the Accounting Statements for the year ended 31 March 2018

24.1 Proposed Cllr Mignot, Seconded Cllr Brown, **RECOMMENDED** unanimously that the Council accept the RFOs figures for boxes 1 to 10 of the Accounting Statements 2017/18 and answer “No” to box 11.

25 To receive the Clerk’s Report, including an update on Parish Council assets

25.1 The Clerk reported that work has begun on Sayers Road play area, a week ahead of the original schedule. The work has been brought forward to enable the site to open for bank holiday weekend.

25.2 The allotment site meeting took place towards the end of April. The Clerk reported that the attendees were reasonably happy with how things are at the moment, pleased that the cost of an allotment was not increasing, but were eager for the baths to be disinfected so that they can start using them again.

25.3 To date there has been 1 reopening in April, and there are 3 interments booked for May.

25.4 The Clerk reminded the Committee that the next Beat Surgery is due to take place on Friday 25th May, beginning at 2:30pm in the Parish Office, and then moving to the Memorial Hall when convenient.

25.5 The Committee were concerned with the lack of any work on the site of the Cemetery extension, or the new allotments. Concerns were also raised about the effect heavy rain is having in washing soil and rubble from the allotment site onto and across the bridleway. There continues to be fly-tipping in the new car park. The Committee agreed to keep reporting all their concerns to the Borough Council and were reminded that the Parish Council is not obliged to accept the land when it is offered to them if it is not considered to be in a suitable state. The Clerk was requested to enquire whether a replacement to Dave Bowen at the Borough Council has been appointed.

Action: Clerk

26 To determine the Parish Council response to the Government consultation on draft revisions to the National Planning Policy Framework

26.1 The Committee agreed that the response of the Council would be to make three points: that all Local Plans must be cognisant of any Neighbourhood Plan in the area covered by the Local Plan; that there should be a compulsory buffer zone for ancient woodland as recommended by the Woodland Trust, and that there should be a mechanism with the NPPF for establishing new green belts.

26.2 Proposed Cllr Parker-Jones, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council respond to the consultation as detailed in Minute 26.1

Initial: _____ Date: _____

27 Date, time, place and agenda items for the next meeting

27.1 The next meeting is scheduled to be on Tuesday 5 June 2018 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

27.2 Agenda Items for this meeting should be received by the Clerk at least 7 days prior to the meeting.

There being no further business, the Chair closed the meeting at 8.35pm

Initial: _____ Date: _____

Resolutions to be noted by the Full Parish Council

15.2 that the Minutes of the Finance and General Purposes Meeting held on 10 April 2018 be accepted as a true record.

19.4 that the Committee approve the RFO, Budget Monitoring and Payment reports for April 2018.

26.2 that the response of the Council would be to make three points: that all Local Plans must be cognisant of any Neighbourhood Plan in the area covered by the Local Plan; that there should be a compulsory buffer zone for ancient woodland as recommended by the Woodland Trust, and that there should be a mechanism with the NPPF for establishing new green belts.

Recommendations for consideration by the Full Parish Council

20.1 that the Parish Council approve a grant of £1,000 to Bishopstoke Community Centre from the Community Projects budget.

21.3 that the Parish Council response to the unauthorised encampment consultation be that the consultation should also have included the provision of encampments; that it was the Borough Council – through the Local Plan – that should be making the relevant provision; that the fact that small or even single person encampments do exist, and this should be recognised, and that homelessness also ought to be considered

23.1 that the Council approve answering “Yes” to boxes 1 to 8 of the Annual Governance Statement 2017/18, and “N/A” to box 9.

24.1 that the Council accept the RFOs figures for boxes 1 to 10 of the Accounting Statements 2017/18 and answer “No” to box 11.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

PARISH COUNCIL MEETING ON 22 May 2018
MONTHLY STATEMENT OF ACCOUNT (April 2018)

ITEM

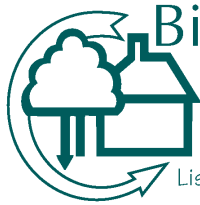
Fund Movements						
Bank Accounts	Money In			Money Out		Closing Balance
	Starting Balance	Receipts	Transfer In	Payments	Transfer Out	
Co-op	£ 11,119.76	£ 877.92	£ 20,000.00	£ 28,751.09		£ 3,246.59
EBC	£ 127,591.03				£ 20,000.00	£ 107,591.03
Total	£ 138,710.79	£ 877.92	£ 20,000.00	£ 28,751.09	£ 20,000.00	£ 110,837.62

Receipts in detail	
Burial Board	£ 825.00
Allotments	£ 52.92
Carnival	
VAT refund	
Misc.	£ -
Total	£ 877.92

VAT	
Previously Claimed	
Claimed in April	
Unclaimed	

EBC Loan Account Summary						
	Money In				Money Out	Current Balance
	1 April 2017 Balance	Precept	Support Grant	Interest	Transfer to BPC	
Prior to April	£ 127,591.03					£ 127,591.03
April				£ 381.95		£ 127,972.98

Notes
<p>£381.95 interest covers period 1st Oct 2017 to 31st March 2018.</p>



Bishopstoke Parish Council

David Hillier-Wheal
BSc (Hons) PGCE
Clerk to the Parish Council

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Full Council – AGM – 22 May 2018

Item 11 – Planning and Finance & General Purposes

Planning: Max 7 members

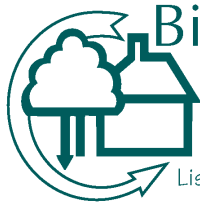
Current

Cllrs Brown, Dean, Francis, Greenwood, Thornton, Tidridge and Toher

Finance & General Purposes: Max 7 members

Current

Cllrs Brown, Mignot, Parker-Jones, Thornton, Tidridge, Toher & Winstanley



Bishopstoke Parish Council

David Hillier-Wheal
BSc (Hons) PGCE
Clerk to the Parish Council

Bishopstoke Parish Office
Riverside
Bishopstoke
Eastleigh
Hampshire SO50 6LQ

Tel: 02380 643428
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Full Council – AGM – 22 May 2018 Item 12 – Working groups and External Bodies

Carnival

Current: Cllrs Brown, Harris & Winstanley

Cemetery (max 5)

Current: Cllrs Brown, Dean, Moore, Parker-Jones & Toher

Communications & Engagement (max 5)

Current: Cllrs Francis, Tidridge & Winstanley

Community Buildings (max 5)

Current: Cllrs Greenwood, Tidridge, Toher & Winstanley

Travel Tokens (min 4, min 2 male, 2 female)

Current: Cllrs Dean, Moore, Parker-Jones, Thornton & Toher

Standing Orders (min 3, max 5)

Current: Cllrs Greenwood, Parker-Jones, Thornton & Winstanley

Neighbourhood Plan (max 4)

Current: Cllrs Dean, Tidridge & Toher

Human Resources

Current: Chair, Vice-Chair, Chair Planning, Chair F&GP

Road Safety & Transport:	Cllr Thornton
EDALC:	Cllrs Tidridge & Toher
Memorial Hall:	Cllr Dean
Community Association:	Cllr Thornton
BPC/EBC Liaison:	Chair & Vice-Chair
Airport Committee:	Cllr Toher, Cllr Moore
Parochial Charities:	Cllr Winstanley
CPRE:	Cllr Tidridge
Public Art:	Cllr Winstanley

BISHOPSTOKE PARISH COUNCIL BANK RECONCILIATION

ACCOUNTS FOR THE YEAR ENDED 31ST OF MARCH 2018
(SUPPORTING SCHEDULE)

<u>Current Account</u>	£
Bank balance at 31st March 2018	£11,120
Balance as per Cash Book	<u>£11,120</u>

Cash Book Reconciliation:

Balance brought forward at 1 April 2017	£1,048
Add receipts	£236,850
Less payments	£226,778
Net balance as at 31 March 2018	<u>£11,120</u>

Eastleigh Borough Council Loan Account

Balance as at 1 April 2017	£168,272
Add precept	£157,793
Add Eastleigh Borough Council support grant	£11,281
Add interest	£627
Less withdrawals	£210,000
Balance as at 31st March 2018	<u>£127,973</u>

Total Cash Holdings

Cash	£11,120
Loan account	£127,973
Total as per box 8	<u>£139,093</u>

BISHOPSTOKE PARISH COUNCIL

FINANCIAL STATEMENTS FOR THE

YEAR ENDED 31ST MARCH 2018

BISHOPSTOKE PARISH COUNCIL

ACCOUNTS FOR THE YEAR ENDED 31ST OF MARCH 2018
(SUPPORTING SCHEDULE)

Debtors Details:

VAT reconciliation 2017/2018:	£	£
Debtor from 2017/18:		4,020.46
Add VAT on expenses in 2017/18:	18,488.45	
	<hr/>	
Total VAT relating to expenses:		18,488.45
Less VAT payment received for debtor	4,020.46	
Less reclaim quarter 1, 2 & 3	0.00	
	<hr/>	
		4,020.46
<u>VAT debtor claimed qtrs 1 - 4</u>		<u>£18,488.45</u>
Total Debtor adjustments		18,488.45

Creditors details:

<u>Creditor Adjustments 2017/18:</u>	£	
<i>Less 2016/17 creditor provisions:</i>		
Carnival Funds transferred out		
Auditor costs	-1,025.00	
<i>Add 2017/18 creditor provisions:</i>		
Auditor costs	1,225.00	
EBC Tree Work	11,671.50	
	<hr/>	
<u>Total creditor adjustments:</u>		<u>£11,871.50</u>

BISHOPSTOKE PARISH COUNCIL

ACCOUNTS FOR THE YEAR ENDED 31ST OF MARCH 2018 (SUPPORTING SCHEDULE)

Annual Return Figures 2017/18:

	Year Ending:		Variance	Variance
	31/03/2017	31/03/2018	Amount	Percentage
	£	£	£	%
1 Balances brought forward	166,194	173,575		
2 Add annual precept	141,520	157,793	16,273	11.50
3 Add total other receipts	36,736	33,477	-3,259	-8.87
4 Less staff costs	47,110	58,293	11,182	23.74
5 Less loan interest/ capital repayts	0	0		
6 Less all other payments	123,764	161,868	38,105	30.79
7 = Balance carried forward	173,575	144,685		
8 Total cash and short term investments	169,320	139,093		
9 Total fixed assets + other L/T investments	225,232	231,849	6,617	2.94
10 Total borrowings	0	0		

Box 7 and 8 RECONCILIATION

	Year Ending:		Variance	Variance
	31/03/2017	31/03/2018	Amount	Percentage
	£	£	£	%
Box 7	173,575	144,685		
Add Creditors	1,025	12,897	11,872	1158.20
Less Debtors	5,280	18,488	13,208	250.13
Box 8	169,320	139,093		

EXPLANATION FOR CHANGE IN CREDITORS AND DEBTORS:

Increase in debtors of £13,208.:

The increase in debtors for 2017/18 is due to VAT refunds not being claimed on a quarterly basis. This year, no VAT has been recalimed, and so it is all being done after 31st March 2018

Increase in creditors of £11,872:

Tree work valued at £11,671.50 + VAT was undertaken in March by Eastleigh Borough Council. All work was completed in the year 2017/18, but the bill was not presented until after 31st March.