



Bishopstoke Parish Council

ANNUAL REPORT 2021 - 22

Bishopstoke Parish Council

**Parish Office
Riverside
Bishopstoke
SO50 6LQ**

This Annual Report has been produced with the intention of helping the residents of Bishopstoke become more familiar with the work of the Parish Council. The list of Councillors, Committees and other groups is given for the coming year, 2022-23

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PARISH OF BISHOPSTOKE

Minutes of the Annual Parish Assembly 2019 held at the Methodist Church, Bishopstoke on Friday 31 May 2019 commencing at 7.30pm

Present: Cllr Sue Toher, Chair Bishopstoke Parish Council
Cllrs Dean and Harris

0 members of the public were also present

In attendance: Mr D Hillier-Wheal, Clerk to Bishopstoke Parish Council
Borough Councillor Ray Dean

1. Welcome by the Chairman

Cllr Toher extended a warm welcome to all present at the Bishopstoke Annual Parish Assembly.

2. Apologies for Absence

Apologies had been received from Cllrs Brown, Daly, Francis, Greenwood, Mignot, Moore, [Parker-Jones, Roling, Thornton, Tidridge and Winstanley.

3. Minutes of the Annual Parish Assembly held on 29 May 2018

Proposed Cllr Dean, Seconded Cllr Harris, **RESOLVED** unanimously that these be accepted as a true record of the 2018 Assembly.

4. Matters Arising from the Minutes of the Annual Assembly held 29 May 2018

There were no matters arising.

5. Chair's Address and Annual Report

I would like to begin by thanking all our Parish Councillors and staff for their efforts over the past year. We have all worked well together to represent the best interests of our community.

We have continued supporting village groups and organisations and other external organisations, and in the last year grants have been given to Bishopstoke Community Association, Open Sight, Street Pastors, Stoke Park Infant Association, Bishopstoke Methodist Church, EBS Counselling, Age Concern Bishopstoke, Bishopstoke Memorial Hall, Victim Support, and Challengers. It remains the Council's intention to continue to provide assistance to groups, or helping our community as funds permit.

The Parish Council also runs Bishopstoke Carnival, which is an excellent community event. With a new parade route, river floats, duck races, and fete in Glebe Meadow, last September's event was a great success, helped by the good weather. Money from the street collection is given out in grants, and this year we were able to give grants to Ark Eastleigh, Age Concern Bishopstoke, MHA Live at Home, Wessmaps Housing Trust, and Bishopstoke Community Association. This year's carnival events kicked off in April with an Easter Egg Hunt on the open space at Blackberry Drive.

November 11th 2018 saw the commemoration of the 100th anniversary of the end of the First World War. To mark the occasion, the Parish Council installed four silent silhouettes around the parish – a soldier and sailor at the Memorial Hall, an airman at St Paul's Church, and a suffragette at Bishopstoke

cemetery. As Armistice Day fell on Remembrance Sunday, it was decided to hold our service in Glebe Meadow. Around 300 people, including various organisations, were in attendance, and the service was followed by wreath laying at the war memorial and a parade to St Mary's Church.

We continue our long-term commitment to the YZone Youth Centre at Brookfield, and host Police Beat Surgeries in the Parish office. The Parish Council's Travel Token scheme continues to be of help to those Bishopstoke residents who cannot due to frailty or disability use buses, or have extreme difficulty using a bus, and we continue to welcome new applicants to the scheme.

The Cemetery Working group is progressing projects to improve and enhance Bishopstoke cemetery, including better bin storage, new seats, tree work and signage for the new car parking area outside the gates.

Following requests from residents we have also enhanced the Sayers Road play area by setting aside an area for a bicycle and buggy park.

The Parish Council has been pleased to support the monthly community litter picks undertaken by volunteers, by purchasing litter picking kits and a storage unit to house them. Residents are able to borrow the equipment as and when needed.

The process of taking on the Memorial Hall from its Management Committee is nearing completion. There have been several meetings with the architects who have been appointed to consider potential options for the hall, and regular hirers have participated in these meetings. The intention is to have a community facility that will serve Bishopstoke for the next 50 years or longer, so it's important that before any decision is made on what is to happen, there is proper public consultation.

The Parish Council continues to support Bishopstoke residents with producing a Neighbourhood Plan. The steering group is made up of Parish Councillors and residents, and work over the past year has seen it employ consultancy firm Plan-et to help progress things. A Position Statement has now been created, as well as a draft Skeleton Plan. This is the early stage of putting together policies that will enable Bishopstoke to have a greater say in its future.

And on the subject of Plans, last year saw Eastleigh Borough Council consult on its Local Plan. To enable the Parish Council to formulate its response to this consultation we held a community event so residents could share their thoughts with us. These were all taken into consideration when our response was prepared and submitted. More recently the Parish Council has met with Feria Urbanism, the consultant engaged by the Borough Council to work on the Local Plan's Masterplan. I think it fair to say it was an interesting meeting.

For those wishing to meet your local Councillor, the Clerk, and the Assistant Clerks to discuss your thoughts on our Parish and its facilities, please call in to our Parish Office between the Anglers Public House and the Memorial Hall. Opening times are on the door. We look forward to seeing you.

6. Presentation on grants given by Bishopstoke Parish Council

The Parish Council is pleased to be able to give grants to local community groups and charities. This year the number of different recipients has increased, allowing the Parish Council to reach out into the wider community more than ever before.

The following organisations have received grants this year:

- Asian Welfare and Cultural Association
- Bishopstoke Players
- Open Sight

- Stoke Park Infants Organisation
- Bishopstoke Methodist Church
- Eastleigh Bereavement Services
- Bishopstoke Community Association
- Age Concern, Bishopstoke
- Street Pastors
- ARK Eastleigh
- MHA Live At Home
- Wessmaps Housing Trust

7. Presentation of the Audited and Published Return for the year ended 31 March 2016

Part of the requirements of the Parish Assembly is that the last completed audit is presented. Thanks to the way the system works that means I am presenting the accounts for the year ending March 2018, which does seem a little odd as we sit here more than a year later. To go through the necessary details, the Council produces an end of year audit of our financial governance and accounts. This is then signed off by an auditor employed by the Council – the “internal” audit. The documents then go to the Council for final approval before they get sent to the “external” auditor. They scrutinise the accounts and then send back a report which either passes the Council or “qualifies” the Council. I am please to report that the audit for Bishopstoke Parish Council for the year ending 31st March 2018 found no issues or problems. The audit report is available on the Parish website if anyone wishes to see it.

I believe it is also useful to look briefly at the accounts for the most recent year. We ended the year with roughly £125,000 in our accounts – a planned reduction on last year and with further reductions planned for the coming years. Sayers Road play area has been completely redone and has proven to be a big hit. Improvements to Bishopstoke Cemetery have continued, as has work to St Marys churchyard. Progress on taking over the Bishopstoke Memorial Hall has been slow, but should now be completed in the next few weeks. We are also in the middle of a project to either refurbish or rebuild the Memorial Hall, which we are hoping will give Bishopstoke a Community Building to be proud of for the NEXT 50 years. There will soon be a public consultation over various options for the Hall and we would encourage everyone to get involved. At the same time the Council is looking at updating the rest of Glebe Meadow with a new play area, a new skate park area and improved access to the sensory garden and War Memorial

The 2018-19 precept and council tax support grant came to £197,800. The figure for 2019-20 is £229,000. This will result in an increase in the Bishopstoke portion of the Council Tax for a band D council tax payer of £8.27, or 16 pence per week. This will enable us to meet our obligations, meet some of your aspirations, and move closer towards having appropriate levels of reserves and funding.

In conclusion, as the audit for 2018, and the newly submitted audit for 2019 show, Bishopstoke Parish Council is on a sound footing financially, and complies with all statutory and other regulations in it’s management. So we remain well placed to continue to improve upon the standards of services provided and look forward to the new challenges of 2018-19. Thank you

8. Public questions

There were no questions from the public present.

There being no further questions, Cllr Toher thanked everyone for attending, declared the Assembly formally closed at 7.40pm and invited all present to enjoy the light refreshments provided.

MEMBERS OF THE PARISH COUNCIL 2022– 23

Itchen Ward

Cllr Ralph Candy
Cllr Susan Lynch
Cllr Mike Thornton

Ralph.Candy@bishopstokepc.org
Susan.Lynch@bishopstokepc.org
Mike.Thornton@bishopstokepc.org

Riverside Ward

Cllr Andrew Daly
Cllr Dave Francis
Cllr Louise Hillier-Wheal

Andrew.Daly@bishopstokepc.org
Johanna.Francis@bishopstokepc.org
Louise.Hillier-Wheal@bishopstokepc.org

Stoke Common Ward

Cllr Anne Dean
Cllr Chris McKeone
Cllr Gin Tidridge

Anne.Dean@bishopstokepc.org
Chris.McKeone@bishopstokepc.org
Gin.Tidridge@bishopstokepc.org

Underwood Ward

Cllr Ray Dean
Cllr Dermot McKeone
Cllr Andy Moore

Ray.Dean@bishopstokepc.org
Dermot.McKeone@bishopstokepc.org
Andy.Moore@bishopstokepc.org

Whalesmead Ward

Cllr Martin Lyon
Cllr Louise Parker-Jones
Cllr Anne Winstanley

Martin.Lyon@bishopstokepc.org
Louise.Parker-Jones@bishopstokepc.org
Anne.Winstanley@bishopstokepc.org

COUNCIL COMMITTEES & WORKING GROUPS (2022/23)

Assets Committee

Finance Committee

Planning Committee

Human Resources Committee

Climate Change Emergency Working Group

Carnival Working Group

Glebe Meadow Working Group

Communications Working Group

Village Trails Working Group

Councillors are co-opted on to other committees and working groups as the need arises

CHAIRMAN'S ANNUAL REPORT 2022

Firstly, I would like to thank our Parish Councillors and staff for all their efforts, involvement and input to keep things moving forward during the last year.

The first two years of the pandemic have been very difficult for many of us and as with many public organisation's there had to be some changes in the way the Parish operates. We are now in the third year and the pandemic is still with us, but with restrictions being eased and hopefully the severity of Covid reducing we are hoping to move forward with projects and more community involvement.

Although several events have been cancelled the past two years, the Parish Assembly and the carnival to name but two. We are looking forward to this year's carnival events and some Jubilee celebrations that are being organised by the carnival working group.

Unfortunately, due to the condition of the building the memorial hall has now been closed permanently and we are ever hopeful that with EBC's assistance, plans and possibly a start on the full Glebe Meadow project will be evident within the coming year.

The Parish Council's Travel Token scheme is still helping Bishopstoke residents that have transport difficulties and meet the criteria. We are still keen to welcome new applicants to the scheme.

As with previous years the Council is keen to help local community groups and organisations with Grants where criteria and funds permit.

I believe the future for Bishopstoke is looking quite good. I hope that EBC will soon sort out the legal and administrative problems they appear to be having so the full transfer of, two allotment sites, several open spaces, the new cemetery and a community orchard, can go ahead. I feel there is need to make sure plans are in place for all the new sites soon in order that work can start on any site when it is taken on and any budgeting is in place.

Cllr Ray Dean
10th May 2022

RFO's REPORT

Part of the requirements of the Parish Assembly is that the last completed audit is presented. Thanks to the way the system works that means I am presenting the accounts for the year ending March 2021, which does seem a little odd as we sit here more than a year later. To go through the necessary details, the Council produces an end of year audit of our financial governance and accounts. This is then signed off by an auditor employed by the Council – known as the “internal” audit. The documents then go to the Council for final approval before they get sent to the “external” auditor. The external auditor scrutinises the accounts and sends back a report which either passes the Council or “qualifies” the Council. I am pleased to report that the audit for Bishopstoke Parish Council for the year ending 31st March 2021 found no issues or problems. The audit report is available on the Parish website if anyone wishes to see it.

I believe it is also useful to look briefly at the audited accounts for the most recent year. We ended the year with roughly £220,000 in our accounts, £56,000 of this was free reserves, with the remaining £164,000 being earmarked for projects such as the Memorial Hall, new artwork at the Cemetery, Burial Grounds projects unable to be completed during the year due to Covid delays, work due to parish-owned trees following the tree survey and various items of street furniture. As at 31st March 2021, the Parish Council were researching options to repair or replace the Memorial Hall roof, in order to re-open the building whilst the project for the new building continued. In June 2021, the Councillors took the difficult decision to permanently close the hall as the roof costs were financially not viable. The £100,000 earmarked reserve was released back into the accounts in 2021/22.

The 2021/22 precept came to £231,000, an increase of 0% had been approved by Councillors due to the impact of Covid on residents. However for 2022/23, to fund the level of expenditure budgeted, a precept rise of 20%, equivalent to £13.09

annually on a band D property has been approved. This will enable us to meet our obligations, meet some of your aspirations, and move closer towards having appropriate levels of reserves and funding.

In conclusion, as the audit for 2021, and the newly submitted audit for 2022 show, Bishopstoke Parish Council is on a sound footing financially, and complies with all statutory and other regulations in its management. So we remain well placed to continue to improve upon the standards of services provided and look forward to the new challenges of 2022/23. Thank you

BISHOPSTOKE PARISH COUNCIL

ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2021

Box No	Title	31/03/20 £	31/03/21 £	Comment
1	Balances brought forward	158,534	196,480	
2	(+) Annual Precept	219,890	230,904	
3	(+) Total Other Receipts	61,010	55,682	
4	(-) Staff Costs	71,126	82,802	A 4th member of staff began working for the Council on 09/03/2020. The cost of employing her (salary/pension/NIC) increased staff costs by £11.7K.
5	(-) Loan interest / capital repayments	Nil	Nil	
6	(-) Total other payments	171,828	180,741	
7	(=) Balances carried forward	196,480	219,524	
8	Total Cash & Investments	174,551	220,216	
9	Total fixed assets	308,649	316,743	
10	Total borrowings	Nil	Nil	

PARISH COUNCIL STAFF

Clerk to the Parish Council	David Wheal Tel: 07387 683675 Email: clerk@bishopstokepc.org
Assistant Clerk to the Council (RFO and Allotments)	Mrs Sophie Thorogood Tel: 07444 798083 Email: finance@bishopstokepc.org
Cemeteries Officer	Mrs Jen Wilkie Tel: 07555 658621 Email: cemeteries@bishopstokepc.org
Projects Officer	Mrs Cheryl Taylor Tel: 07521 735539 Email: projects@bishopstokepc.org

Other useful Parish Council emails:

Allotments@bishopstokepc.org

Carnival@bishopstokepc.org

PARISH COUNCIL WEBSITE

The Parish Council has a website containing information on the Parish, contact details for Councillors and staff, and copies of past meeting agenda and minutes. It also contains information on local organisation contact details and links, and much more. The site is being updated continuously and we welcome suggestions from the general public to assist us in our desire to continue to improve the website as a central resource for community information.

The website address is: www.bishopstokepc.org

The Parish Council is also on Facebook.

PARISH NOTICE BOARDS

There are eight notice boards situated around the Parish. These are updated fortnightly by the Clerk to whom any notices of general interest should be sent; alternatively, notices may be e-mailed to the Clerk, posted to the Parish Office or left with any Councillor.