

# BISHOPSTOKE PARISH COUNCIL

## Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 23 April 2019

**Present:** Councillor Sue Toher (Chair)  
Councillor Anne Dean (Vice-Chair)  
Councillor Peter Brown  
Councillor Andrew Daly  
Councillor Johanna Francis  
Councillor Chris Greenwood  
Councillor Geoff Harris  
Councillor Andy Moore  
Councillor Louise Parker-Jones  
Councillor Mike Thornton  
Councillor Gin Tidridge

**In Attendance:** Mr David Wheal (Clerk to Bishopstoke Parish Council)  
Cllr Ray Dean (Eastleigh Borough Council)

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

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### Public Session

#### 1 Apologies for Absence

1.1 Apologies had been received and were accepted from Cllrs Mignot and Winstanley. Cllr Roling was not present.

#### 2 Councillors' Questions

2.1 Cllr Greenwood asked whether there is anything the Parish Council can do in light of recent crimes in the area. Cllr Toher indicated that this was still a police matter, but that if the police had any suggestions for things the Parish Council could do then the Parish Council would listen.

#### 3 To adopt and sign Minutes of the Parish Council meeting held on 26 March 2019

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

3.2 Proposed Cllr Thornton, Seconded Cllr Harris, **RESOLVED**, with Cllrs Parker-Jones, Moore and Greenwood abstaining due to absence, to adopt as a true record the minutes of the Parish Council meeting held on 26 March 2019.

#### 4 To consider Matters Arising from the above Minutes

4.1 Minute 163.4 **Cllr Thornton** offered to investigate HCC grants for cleaning. Cllr Thornton indicated that he had been unable to find anything about grants for cleaning. Cllr Daly offered to try to find the article he had read to give Cllr Thornton more information.

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4.2 Minute 164.6 **The Clerk** was asked to forward the proposed new Council structure to all Cllrs. This has been completed.

4.3 Minute 139.1 Cllr Parker-Jones offered to ensure that Fair Oak Road near Alan Drayton Way (East) is added to the list of locations for the Borough mobile speed indicator. Cllr Parker-Jones indicated that it is already one of the locations used and will continue to be so.

4.4 Minute 139.3 Cllr Parker-Jones offered to investigate whether a “no littering” notice could be placed near the shops on Riverside. Cllr Parker-Jones indicated that the Borough suggested that the Local Area Committee fund a smoking bin in the area and so that will be added to the Community Infrastructure Project list.

## **5 Declarations of Interest and Requests for Dispensations**

5.1 Cllr Toher declared an interest in the recommendation from Finance & General Purposes regarding a grant request from Bishopstoke Memorial Hall.

## **6 Report on Planning Committee Meetings of 26 March and 9 April 2019 – to note Resolutions and to determine Recommendations**

6.1 The Planning Committee Minutes from 26 March and 9 April 2019 had been circulated prior to this meeting.

6.2 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** unanimously to note the resolutions of the Planning Committee meetings held on 26 March and 9 April 2019.

## **7 Report on Finance and General Purposes Committee Meeting of 9 April 2019 – to note Resolutions and to determine Recommendations**

7.1 The Finance and General Purposes Committee Minutes from 9 April 2019 had been circulated prior to this meeting.

7.2 Proposed Cllr Moore, Seconded Cllr Tidridge, **RESOLVED** unanimously that the resolutions of the Finance and General Purposes Committee meeting held on 9 April 2019 be noted.

7.3 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously that the Council adopt and sign the Statement of Internal Control.

7.4 Proposed Cllr Harris, Seconded Cllr Brown, **RESOLVED** with Cllr Toher abstaining that the Council grant £1,250 from the Community Buildings fund to Bishopstoke Memorial Hall.

## **8 To receive reports from external committees and Parish appointed representatives**

8.1 Bishopstoke Memorial Hall – Cllr Dean reported that the committee were happy the floor and doors have now been repaired. The reply from the charity commission regarding the Parish Council taking over the running of the Hall seems to indicate there are no more procedures to go through there.

8.2 Bishopstoke Community Centre – Cllr Thornton as the Council representative had attended the recent meeting of the BCC Committee. Cllr Thornton deferred to Cllr Harris to report to Council as he is more involved in the running of the BCC. Cllr Harris reported that the pre-school has now changed ownership. Keeping a pre-school on site satisfies one of the conditions that Hampshire County Council has for the use of the building.

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8.3 Carnival – There was some discussion over the structure of the Carnival group and whether this was the appropriate place for it to sit in the reporting structure. The Clerk was requested to add discussion of this to the next Finance and General Purposes agenda. In the meantime, reporting on Carnival would be left to Item 13 on the agenda at this meeting.

**Action: Clerk**

**9 To receive the RFO’s Report and approve the March 2019 Statement of Accounts**

9.1 The RFO reported that the ability to make VAT claims online has been ended by the government. Future claims will have to be done by hand again, making them more time consuming. All end of year processes have now been completed.

9.2 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously to receive the RFO’s report and approve the March 2019 Statement of Accounts.

**10 To approve the recommendations in the report on establishing a Policy Committee**

10.1 The report and draft terms of reference for a Policy Committee had been included with the support papers for this meeting.

10.2 Cllr Parker-Jones raised concerns over the descriptor used for one of the policies being potentially considered for the Parish Council to look at drafting. Cllrs agreed that were such a policy to be drafted, there should not be any hint of discrimination associated with it. Cllr Toher indicated this was something the proposed Policy Committee would be ideally suited to do.

10.3 Cllr Parker-Jones suggested changing the name of the Committee to “Policy and Procedures”. The Council agreed to this change.

10.4 Proposed Cllr Harris, Seconded Cllr Tidridge, **RESOLVED** unanimously that, subject to the amendment in 10.3, the recommendations in the report on establishing a Policy Committee be approved.

**11 To approve the recommendations in the report on establishing a Buildings Committee**

11.1 The report and draft terms of reference for a Buildings Committee had been included with the support papers for this meeting.

11.2 Proposed Cllr Harris, Seconded Cllr Brown, **RESOLVED** that the recommendations contained in the report on establishing a Buildings Committee be approved.

**12 To discuss and approve the timing and funding of a Church Road play area improvement project**

12.1 Cllr Tidridge indicated that she wished to see the frontage of the play area on Church Road improved and made safer. Additionally, a section of the area near the road should be given over to seating, a bin, and a Council noticeboard which would better serve the growing population in that area. Cllr Tidridge proposed that the Council seek 100% of the funding from developers’ contributions and that the project be added to the Borough Council Community Infrastructure Project list. The Clerk indicated the request to go on the CIP list could happen almost immediately, and that time could then be taken to design the required improvements ready for when funding becomes available.

12.2 Proposed Cllr Parker-Jones, Seconded Cllr Moore, **RESOLVED** unanimously that the Clerk request the project go on the CIP list and that the Council begin working on designs for the improvements.

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

13.1 Cllr Daly reported his concerns over the number of knives available at local boot sales.

13.2 Cllr Parker-Jones reported on the recent YZone Management Committee meeting. Data showing the use of the YZone over the previous year had been presented and data for further back was being sought. Cllr Parker-Jones indicated her concerns that some nights may be poorly attended. Additionally, cleaning and decorating has been taking place over the Easter period, and the recently purchased Xbox is proving very popular.

13.3 Cllr Thornton reported that, following contact from Cllr Greenwood, he has been pushing for the road near Stoke Wood Surgery to be repaired. First indications are that it may be the responsibility of Southern Water, but Cllr Thornton is seeking further clarification. There is now a Hampshire County Council task and finish group looking at preventing the closure of Orchard House and Cllr Thornton indicated that, as a member of that group, he would keep the Parish Council updated with any information.

13.4 Cllr Harris reported that the Carnival Egg Hunt had been a success, with plenty of happy children, especially from the Brookfield estate which was encouraging. To date no complaints had been received and the event had made a small profit for Carnival funds. Cllr Toher also noted that she had taken her niece to the hunt and she had come away very happy.

13.5 Cllr Toher reported attending the Borough / Parish Liaison meeting, the Egg Hunt and the Memorial Hall meeting.

### **14 To receive the Clerk's Monthly Report**

14.1 The Clerk reported that the latest Police Quarterly report had been received, and that he would pass this on to Cllrs. The Clerk noted that it shows crime for the area is down compared to last year for the January to March period, and that there were significantly fewer anti-social incidents in the past 12 months compared to the previous 12.

#### **Action: Clerk**

14.2 The Clerk informed the Council that he now had a rough quote for the removal of the seating area and shelter at the Skate Park of less than £300. Legitimate users are not considered a problem and would not be impacted significantly by the removal of the shelter, but it could prevent those who gather and cause litter and nuisance from being there in the first place. The situation will continue to be monitored as there are increasing complaints from local residents about the behaviour of those who gather there in the evenings.

14.3 The Clerk reported that since the last Council meeting he had attended training on play area risk assessments, the YZone Management meeting, the monthly Liaison meeting with the Borough, Carnival and Communications group meetings, the allotment site rep meeting, the Easter Egg Hunt and had met twice with the RFO to complete end of year actions.

14.4 The Clerk noted that in the coming month he would be attending a Carnival meeting, meeting the internal auditor for the end of year audit, attending the next Community Buildings Network event and a Neighbourhood Plan meeting. Additionally, the Clerk would be attending the meeting on April 24<sup>th</sup> with Richard Eastham of FERIA Urbanism regarding Local Plan Masterplan consulting.

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

**15 To consider content for the April 2019 Press Release**

15.1 It was agreed that the press release would include the grant to the Memorial Hall, a report on the Easter Egg Hunt, news on the Parish Assembly and the police invitation to anyone wishing to start a Neighbourhood Watch scheme to contact them.

**Action: Clerk**

**16 Date, time, place and agenda items for next meeting**

16.1 The next meeting will be on Tuesday 28 May 2019, at 7:30pm in the Parish Office.

16.2 Agenda items for February's Full Council meeting to the Clerk by Monday 20 May 2019 please.

*There being no further business, the Chair closed the meeting at 8.30pm*

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

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

# BISHOPSTOKE PARISH COUNCIL

## Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 23 April 2019

### Resolutions approved by the Full Parish Council

- 3.2 to adopt as a true record the minutes of the Parish Council meeting held on 26 March 2019.
- 6.2 to note the resolutions of the Planning Committee meetings held on 26 March and 9 April 2019.
- 7.2 that the resolutions of the Finance and General Purposes Committee meeting held on 9 April 2019 be noted.
- 7.3 that the Council adopt and sign the Statement of Internal Control.
- 7.4 that the Council grant £1,250 from the Community Buildings fund to Bishopstoke Memorial Hall.
- 9.2 to receive the RFO's report and approve the March 2019 Statement of Accounts.
- 10.4 that, subject to the amendment in 10.3, the recommendations in the report on establishing a Policy Committee be approved.
- 11.2 that the recommendations contained in the report on establishing a Buildings Committee be approved.
- 12.2 that the Clerk request the project go on the CIP list and that the Council begin working on designs for the improvements.

### Actions arising from this meeting

- 8.3 The **Clerk** was requested to add discussion of the Carnival Group setup and reporting structure to the next Finance and General Purposes agenda.
- 12.2 The **Clerk** was requested to ask that the Church Road play area improvement project go on the CIP list.
- 14.1 The **Clerk** stated he would to pass the police quarterly report to Councillors.
- 15.1 The **Clerk** was requested to include the following in the press release: the grant to the Memorial Hall; a report on the Easter Egg Hunt; news on the Parish Assembly and the police invitation to anyone wishing to start a Neighbourhood Watch scheme to contact them.

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

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