

CHANDLER'S FORD PARISH COUNCIL – COUNCIL MEETING
19 MARCH 2014

Fryern Pavilion, Greenways, Chandler's Ford
7.00pm

PRESENT: Cllrs: Mrs Atkinson (Chairman), Boyes, Broadhurst, Bull, Davidovitz, Foulds, Mrs Grajewski, Hughes and Olson.

In Attendance – Sukey Spurlock – Assistant to the Parish Clerk.

1. APOLOGIES

Apologies were received from Cllrs Bicknell, Miss Hodgson, Mrs Roberts and Streeter

2. DECLARATION OF INTERESTS

No declarations of interest were received.

3. PUBLIC PARTICIPATION

There were no members of the public present.

4. TO APPROVE MINUTES OF MEETINGS

Policy and Finance Committee 26 February 2014

With regard to item 4 of section 4 (matter arising), members believed the wording should read;

'The Parish Clerk was authorised to confirm in writing to Eastleigh Borough Council that the Chandler's Ford Parish Council would share the unfunded costs of renovating the war memorial.

These stand at £1,750.00 with Eastleigh Borough Council paying 50% (£587.50) and Chandler's Ford parish Council paying 50% (£587.50).'

With regard to item 7 small word missed out of text.

It was AGREED that:

- 1) With the above amendments the Minutes of the Policy and Finance Committee 26 February 2014 be signed by the Chairman as an accurate record.

5. MATTERS ARISING

With regard to item 9 – Grievance procedures – Members asked to be reminded of the query, which was whether a step had been missed out of the grievance procedure. This concern has been checked and the queried step is not required.

6. RECOMMENDATIONS

It was AGREED that:

- 1) The mid term adjustment for the Parish Council Insurance (Appendix A) be approved
- 2) Peach Maclean be appointed as Building Services Consultant to the Fryern Pavilion Extension (Appendix B) be approved.
- 3) The Grant Policy and Grant Procedure (Appendix C) be approved.
- 4) Discipline, Dismissal and Grievance Policy (Appendix D) be approved

7. NOMINATIONS FOR AUDIT AND RISK MANAGEMENT COMMITTEE

Cllr Mrs Grajewski left with apologies at this point.

Cllrs: Pragnell and Luffman were nominated to stand for these positions in their absence.

Members were happy to agree that this item would return to the next agenda should this not be possible.

8. NEXT MEETING – DATE AND PLACE

Monday 28th April 2014 at Dovetail Centre, Winchester Road Chandlers Ford.

The meeting closed at 7.25pm.

CHANDLER'S FORD PARISH COUNCIL – COUNCIL MEETING (2)
19 MARCH 2014

Fryern Pavilion, Greenways, Chandler's Ford
7.30pm

PRESENT: Cllrs: Mrs Atkinson (Chairman), Boyes, Broadhurst, Bull, Davidovitz, Foulds, Mrs Grajewski, Hughes and Olson.

In Attendance – Sukey Spurlock – Assistant to the Parish Clerk.

2. APOLOGIES

Apologies were received from Cllrs Bicknell, Mrs Grajewski, Miss Hodgson, Mrs Roberts and Streeter

3. DECLARATION OF INTERESTS

No declarations of interest were received.

4. PUBLIC PARTICIPATION - void items as meeting originally set at confidential.

9. TO APPROVE MINUTES OF ASSET TRANSFER AND MANAGEMENT MEETINGS

Members asked for clarification as to what is deemed exempt from public meetings. Members agreed that although the negotiations were initially commercially sensitive that these meetings and their findings can now be open.

It was AGREED that:

- 1) The minutes of this section of the meeting may be heard in public and published on the website.

Asset Transfer and Management Team Meetings

- a) It was agreed the Minutes of the Asset Transfer and Management Team meeting 13 November 2013 be signed by the Chairman as an accurate record.
- b) It was agreed the Minutes of the Asset Transfer and Management Team meeting 3 February 2014 be signed by the Chairman as an accurate record.
- c) It was agreed the minutes of the Asset Transfer and Management Team meeting 17 February 2014 be signed by the Chairman as an accurate record.

10. RECOMMENDATIONS

With regard to item a – to ratify recommendations from the Asset Transfer and Management Team held on 13 November 2013.

It Was AGREED that:

- i) The rental will increase for the allotment sites of £1.00 per rod.
- ii) The current rental agreement will be reviewed.
- iii) The dilapidations to the Hiltingbury Pavilion will be reviewed.
- iv) A part time person will be appointed to oversee the assets and engage in handyman services.

With regard to item b - to ratify recommendations from the Asset Transfer and Management Team held on 3 February 2014

It was AGREED that:

- i) CFRC will engage a specialist building VAT consultant.
- ii) A paragraph with reference to Precept and Council Tax will be printed in a newsletter.
- iii) To place a job advert through HR committee for Maintenance Contracts Supervisor.
- iv) To apply for planning permission for a portacabin at Fryern recreation ground.
- v) To aid and assist at every opportunity with fund raising for the new extension
- vi) Cllr James Foulds be co-opted onto the Asset Transfer and Management Team.

With regard to item c – to ratify recommendations from the Asset Transfer and Management Team held on 17 February 2014.

It was AGREED that:

- i) The Asset Transfer and Management Team be given authority to negotiate service level agreement terms with EBC.

11. BUSINESS PLAN

Members were asked to receive and approve the Business Plan.

- i) Members agreed this was an excellent document, but it was felt that the lack of financial information meant the document should be referred to as the Parish Performance Plan, until the required financial information was incorporated into the plan.
- ii) Members discussed the gathering of information required to meet the financial requirements of the business plan and identify the help that we need to fulfil this. Possibly HALC .

It was AGREED that:

- i) Business Plan as it stands to be referred to as the Parish Performance Plan and the Plan with the addition of financial information be presented at the Policy and Finance meeting on 2 June 2014, so it can be adopted as the Business Plan for the Parish Council.
- ii) To appoint somebody to complete the Business Plan with the assistance of Cllr Dave Boyes for presentation to Policy and Finance Committee.

Cllr Dave Boyes was thanked for the significant work he has undertaken in drawing up this Plan.

12. NEXT MEETING – DATE AND PLACE

Monday 28th April 2014 at Dovetail Centre, Winchester Road Chandlers Ford.

The meeting closed at 8.20pm.