

## **POLICY AND FINANCE COMMITTEE**

**2 APRIL 2013**

**Fryern Hill Pavilion, Greenways, Chandler's Ford**

**7.00 pm – 8.47 pm**

PRESENT: Councillor Olson (Chairman); Councillors Mrs Atkinson, Boyes, Broadhurst, Davidovitz, Ms Grajewski, Hughes, Luffman, Pragnell and Mrs Roberts

APOLOGIES; Cllr Mrs Gault

In attendance – Stephen Mursell, Parish Clerk.

### **1. DECLARATIONS OF INTEREST**

No members made a declaration of interest.

### **2. MINUTES**

It was agreed that the minutes for the Policy and Finance Committee meeting held on 18 February 2013 be signed by the Chairman as an accurate record.

### **3. MATTERS ARISING**

The Clerk advised members that the minutes stated that a provisional budget of £500 be made towards youth initiatives. To pursue the intention to set up a drop-in centre or youth facility at Hiltingbury Pavilion it was recommended that the Parish Council pay a subscription of £50 to Youth Options to become a partner organisation with the intention that Youth Options would then undertake all CRB processes to set up a drop-in centre or youth facility.

### **4. GRANT APPLICATIONS**

Members considered the grant application for the Asian Welfare and Cultural Association and it was noted that the previous year's accounts were not available. Members also noted that although the event to which the grant was required is open to all residents of the Eastleigh area, that there are only 15 residents in Chandler's Ford who are members of the Associations.

It was AGREED that:

1)The Parish Clerk would contact the group to request the most up to date accounts for

the Association to submit to a subsequent meeting of this committee

The Clerk updated members on discussions with by the Chameleons Theatre Group that may lead to a grant application. The Clerk stated that the group had contacted the Parish Council for assistance in arranging transport for elderly people in the parish to the free performances of current productions during the year.

Chameleons stated that they were not able to organise the transport for these productions and did not have financial resources to pay for the transport, therefore requested assistance from the Parish Council in this matter. In consultation with the Chairman the Clerk had contacted One Community to attempt to resolve the transportation system and once it was known how the transport might be organised and how much it would cost the Clerk would request that the Chameleons Group submit a grant application for consideration by the Parish Council.

#### **5. "HAVE YOUR SAY"**

The Parish Clerk updated members that following the submission of an application, the Parish Council had been granted funding of £5,000 to host a Participatory Budgeting event.

The Clerk advised members that a proposal as to the hosting of the event had been drawn up which was currently being considered and it is hoped that the Participatory Budgeting event would be held in June. The Clerk would confirm such details when all the arrangements for hosting the event had been agreed and members were requested to support this event.

#### **6. CHANDLER'S FORD IN BLOOM**

The Chairman introduced the report that was attached to the agenda and requested that members again give their support to this Parish initiative. Members were supportive of holding the event again this year and it was hoped that more entries would be attracted to the competition.

It was AGREED that:

- 1)The competition should proceed on the basis of the categories outlined in the report
- 2)The supporters of the event should be contacted and assistance with the organisation should be sought the same volunteers as last year
- 3)A budget of £250 be set aside for costs associated with the organisation of the event and prizes for the competition

#### **7. FRYERN RECREATION GROUND**

Cllr Hughes wished to make members aware of his desire to secure a piece of artwork for the entrance to Fryern Recreation Ground. There is currently no sign at the entrance to the Ground from Greenways and it is considered that this would be required as the Council consider taking ownership of the asset. Cllr Hughes wished to start the process of giving due consideration to the type and design of the sign in good time before the recreation ground is passed to the ownership of the Parish Council. It was suggested that the Fryern Schools be involved in an event to design an entrance sign and that this should be considered with the support of the Arts Officer at Eastleigh Borough Council who would provide practical advice on the type of sign.

Members were supportive of the suggestion and would wish to see a good sign and therefore would wish to open the competition to all schools and colleges in the parish area. In addition members requested all people in the community should feel that they are able to contribute to the design of a sign.

It was AGREED that:

1) This matter should be given further consideration and full proposals should be made to this committee

## **8. HMRC - REAL TIME INFORMATION**

The Parish Clerk updated members that HMRC are moving to a system of regular on-line filings that would result in the Parish clerk undertaking more payroll activities at a time when additional Council employees may be employed. The Clerk considered that for the cost of the Borough Council for example running payroll on behalf of the Parish Council would prove to be cost effective.

Members were supportive of this recommendation but requested that the Clerk also contact One Community for a comparison cost of running payroll

It was AGREED that:

1) The Clerk would consult the Chairman of the Parish Council to agree the most cost effective solution for a third party to run payroll for the Parish Council

## **9. WEBSITE VISITOR TRAFFIC**

The Parish Clerk updated members with the latest monthly website traffic which again has increased from the previous month. The Clerk advised members that traffic has increased with each consecutive month and requested that members considered if they would wish this information to be presented in a different way at subsequent meetings.

It was AGREED that:

1)The Clerk would present information in a simple monthly table and the report should be presented quarterly

## **10. WEBSITE ENQUIRIES**

The Parish Clerk introduced the enquiry information that members had requested at the last meeting. Members inquired as to how enquiries were followed up and the Clerk advised that he followed up all enquiries and had weekly diary notes to continue that follow up until the matter was resolved.

It was AGREED that:

1)The Clerk would provide information on website traffic to this committee on a quarterly basis in a table format

## **11. WATER HYGIENE POLICY**

The Clerk updated members that he had been able to meet with the Account Manager for Eurofins to request a costed example for water sampling testing for the allotment sites and this would be incorporated in to the Water Hygiene Policy and brought to a subsequent meeting.

## **12. CHANDLER'S FORD WAR MEMORIAL**

The Clerk updated members with the current position of the war memorial at St Boniface Church, that should be correctly referred to as the Chandler's Ford war memorial.

The history of the war memorial is that it was originally sited on Borough land, but 40 years ago with highway improvements it was agreed that the memorial should be moved to land at St Boniface Church. The Church therefore is considered to be the custodian of the war memorial and the Borough as agreed in a letter 40 years ago would be responsible for the repair and maintenance of the memorial. With the centenary of the Great War approaching and as the memorial requires repair the Borough Council were approached by the Church to upgrade the memorial; however the Borough Council has stated that they did not have funds available to undertake this work.

At this stage the Chairman of the Council together with the Clerk has undertaken research of grant funding opportunities to contribute towards the cost of the repair work, and have identified that the War Memorials Trust have given consent to an application

being submitted subject to the required works being undertaken to their specification and they will contribute to a maximum of 50% towards the costs of repair work.

The Clerk wished to make members aware of this current situation as it was considered important to have the memorial repaired in time for centenary remembrances. The Clerk would continue to update members with progress on this project.

### **13. FRYERN FUNTASIA**

Cllr Atkinson reported that progress was being made with the organisation of the Funtasia and that at this year's event there would be more activities than the previous year, especially for age group 12 to 18 where they were lacking in activities at the last year's event.

It was reported that with more activities booked the Parish Council needed the financial security that there would be sufficient funds to pay for the activities despite the income that would be derived from the activities. It was proposed that £1,500 be made available to put towards a fund to secure the activities for the Funtasia. Cllr Hughes stated that all members would receive a breakdown of the range of activities planned for the event and he requested that all members volunteer to support the activities on the day.

Insurance to cover cancellation costs was also being considered to protect the expenditure already incurred should bad weather affect the event.

Cllr Atkinson also stated that the event would be a good opportunity to use the flagpole and it was suggested that the Parish Council should secure its own flag with the Parish Council logo on it and requested that members consider this suggestion to see if a flag could be procured ahead of the Funtasia.

It was AGREED that:

- 1)The Parish Council contribute £1,500 towards the costs of the activities for the Funtasia event that would be returned should sufficient income be derived to cover the original costs
- 2)The Clerk investigate the cost of securing a Parish Council flag and liaises with the Chairman in order that the flag is ordered in time to use at the Funtasia

**OTHER BUSINESS – possibility of addressing the heating and sound quality at the Fryern Pavilion**

**DATE AND PLACE OF NEXT MEETING – 14 May 2013 Fryern Pavilion**