

**CHANDLER'S FORD PARISH COUNCIL – EXTRAORDINARY MEETING OF FULL COUNCIL**

**29 SEPTEMBER 2014 at 7.00pm**

**HILTINGBURY PAVILION, HILTINGBURY, CHANDLERS FORD**

**COUNCILLORS PRESENT:** Councillor Atkinson (Chairman), Councillors Aubry, Bicknell, Boyes (Vice Chairman), Broadhurst, Duguid, Foulds (from 7.05pm), Grajewski, Hughes, Johnson, Jolly, Leslie, Luffman, Scott and Simmonds.

**In Attendance:** Duncan Murray (Parish Clerk)

**Public Participation:**

Eleanor Greene, the Council's Internal Auditor was present and introduced herself to Members.

**500. APOLOGIES**

Apologies were received from Cllr Scott. Cllr Pragnell was not present.

**501. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**502. WITH CONSIDERATION OF THE PREVIOUSLY ADOPTED BUSINESS CASE FOR THE FRYERN EXTENSION (UNANIMOUSLY ADOPTED: MINUTE POINT 444, 3 DECEMBER 2013) AND RECEIPT OF ADEQUATE FINANCIAL STATUS (CASH-FLOW PROJECTION AND TIMING OF GRANT RECEIPTS DURING BUILD PERIOD, VAT CONSULTATION RESPONSE, AND CASH AT HAND/ON DEPOSIT) TO RESOLVE TO:**

The Chairman read out the first part of the motion before Members and asked the RFO to comment on Appendix C's contents as the rest of the document had been previously adopted. The Clerk/RFO commented that the figures used were taken from the project's professionals and the drawdowns for project costs were taken from the Quantity Surveyor's expectations. He also commented that he had used figures for the Parish Council's own expenditure based on expenditure at the maximum expected from the approved budget for the period of the build.

The Clerk stated that in his opinion the Council could afford the project taking into consideration the recovery of VAT, cash-at-bank and deposit reserves and the expected timings of receipts of funds from EBC having spoken to their Finance Officer Sarah King.

The Chairman thanked the Clerk for his input. There were no comments from Members. The Chairman then moved to the first item (3.a.) on the Agenda for resolution.

**503. TO NOTIFY HMRC BY SUBMISSION OF FORM VAT 1614A THAT THE COUNCIL IS OPTING TO TAX THE FRYERN PAVILION, AS PER THE VAT CONSULTANT'S ADVICE TO SAVE APPROXIMATELY £117,000 ON**

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**BUILD COSTS AND THAT THE PROPER OFFICER OF THE COUNCIL IS AUTHORISED TO SIGN THE 1614A FORM, AND TO AUTHORISE PAYMENT OF THE CONSULTANCY FEES OF AN EXPECTED £1,000 – £1,500.**

The motion was proposed by Cllr Bull and seconded by Cllr Hughes. The Chairman asked if there were any comments that Members wished to express. There were none so the matter proceeded to a vote.

It was UNANIMOUSLY RESOLVED that the motion was carried and the Proper Officer be duly authorised.

**504. TO AUTHORISE THE PROPER OFFICER OF THE COUNCIL TO SIGN THE CONTRACT FOR THE FRYERN PAVILION EXTENSION WITH THE APPOINTED CONTRACTORS, WILDING BUTLER**

This motion was proposed by Cllr Hughes and seconded by Cllr Bull. The Chairman asked if any Members wished to comment. Several raised their hands.

The Chairman opened the floor to Cllr Duguid who expressed his concerns of the extension would be a risk to growth by using reserves and would deprive other projects and also enquired whether it was a fixed price. Cllr Boyes responded there was not a risk of variance unless it was authorised, which he also confirmed as being through the working group not full council and that those variances would be on taking up some of the including options or not.

Cllr Broadhurst commented that he wished to see the project go ahead and accepted the Clerk's analysis, but that he would have liked to see in place a business plan for when the extended pavilion was up and running and that therefore he saw it as a risk. He also enquired as to other sources of funding had been identified and what response had been received. He also expressed his concerns that this would be a stone around the neck of the council.

The Chairman responded that the Business Case document was not up for discussion as it had already been adopted. The Clerk was given leave to respond and commented, with his fundraising background that having appointed Wilding Butler there would be no opportunity to apply for additional funding for the project. He also commented that if there was a low uptake initially that an insignificant rise in the precept would easily cover the running costs of the facility.

Cllr Bicknell commented on minute point 444 of 3 December 2013 and said that he couldn't see the reference to the business case being adopted.

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The Chairman invited Eleanor Greene to contribute. She commented that the reason the pavilions are not achieving what they could do in terms of rental income was that they were not currently fit-for-purpose, expressed for clarity as 'being a pit' citing the lack of adequate tables for the meeting. She also clarified from her experience as a parish council internal auditor that community facilities on urban fringes were highly successful. Further comments made by Mrs Greene included the long period the Parish Council had been without a Clerk and the 50% funding from EBC. The business case for development was, in essence, that the building as it stands was the millstone around the neck of the council.

Discussion continued with Cllr Hughes mentioning the development of The Hilt and how the business case for that was based on three letters of support. Cllr Grajewski commented that she was pleased to hear the internal auditor's comments and that doubtlessly it would be a success within months of opening. She also commented that page 29 of the document stated that EBC did not require a business plan. In addition she mentioned that not all services provided by a council needed to be profit making.

Cllr Bicknell commented that this would be the last chance for the council to debate the issues and listen. The Chairman stated that the matter had been debated through its planning for 2 to 3 years and there had been many earlier opportunities for this debate.

Cllr Duguid commented on their being new Parish Councillors and that he fully respected the Hiltingbury Pavilion was not used very much but that it was about creating opportunities in the community and a sense of community as Cllr Hughes had achieved with The Hilt. The Chairman responded by commenting on the success of the Fryern Funtasia and that as a result the community wanted more events. Cllr Hughes agreed that the Hiltingbury Pavilion was not fit-for-purpose as it was built as a cricket pavilion.

Cllr Bicknell returned to his technical point on minute point 444 of 3 December 2013 and that he felt it didn't seem to support the business case being previously adopted. With the Chairman's leave the Clerk responded on a couple of points firstly that the Parish Council was a 'Body Corporate in Perpetuity' i.e. its earlier decisions continue unless they are formally revoked or revised and secondly that if a qualified Clerk had produced the minutes they would have been rather more specific.

Several Members continued to express the need for a business plan and the Chairman reminded them, again, that only Appendix C of the document, the financial risk analysis was for discussion. With leave the Clerk also said that

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whilst a Business Plan was eventually desirable, policy decisions such as rental costs, whether VAT was included or added and expected occupancy levels all had to be resolved by Council, not as the Clerk's own creation, before any proposed business plan could be considered as being 'reasonable'.

The debate on the motion being concluded the matter proceeded to a vote. The Chairman asked for a show of hands in favour of the motion which was 15 and against the motion which was 1.

It was therefore RESOLVED as the motion put to Council was carried and the Proper Officer of the Council was AUTHORISED to sign the contract document on behalf of the Council.

**505. TO AUTHORISE THE PROPER OFFICER TO ENABLE PAYMENT OF INVOICES RAISED BY WILDING BUTLER, DULY CERTIFICATED BY THE COUNCIL'S APPOINTED PROJECT MANAGER (TKL ARCHITECTS)**

The motion was proposed by Cllr Bull and seconded by Cllr Luffman. The Chairman asked if there were any comments that Members wished to bring forwards. There were none so the motion proceeded to a vote by a show of hands.

It was UNANIMOUSLY RESOLVED that the motion was carried and the Proper Officer be duly authorised.

**506. TO AUTHORISE THE PROPER OFFICER TO PROCESS THE RECEIPT OF ALL GRANT MONIES AVAILABLE FROM EBC, UNDER THE FUNDING ARRANGEMENTS AGREED WITHIN THE NEW HOMES BONUS SCHEME**

This was proposed by Cllr Bull and seconded by Cllr Grajewski. The Chairman asked if there were any comments that Members wished to bring forwards. There were none so the motion proceeded to a vote by a show of hands.

It was UNANIMOUSLY RESOLVED that the motion was carried and the Proper Officer be duly authorised.

The Chairman reported that she was delighted the Council has taken these important decisions tonight as she was sure that the re-development of the Fryern Pavilion would not only provide a valuable asset for the Parish Council but more importantly a significant asset for the use of all the Parishioners of Chandler's Ford.

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This being the conclusion of the business on the Agenda the meeting was closed at 7.31pm

Chairman.....

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