

POLICY AND FINANCE COMMITTEE MEETING

17 May 2011

Chandler's Ford UR Church, Kings Road, Chandler's Ford,

7.00 pm to 8.38 pm

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

In attendance -Stephen Mursell, Parish Clerk

1. DECLARATIONS OF INTEREST

Cllr Atkinson made a declaration of interest in respect of agenda item 6 as a Trustee of Homestart Eastleigh and stated that she would leave the room when the matter is discussed.

Cllr Grajewski made a declaration of interest in respect of agenda 9 as a director of a design company but would remain in the room.

2. MINUTES

It was agreed that the minutes of the Policy and Finance Committee meeting held on 4 April 2012 be signed by the Chairman as an accurate record.

3. MATTERS ARISING

The Clerk reported that the £50.00 contribution from the former tenant of a plot at Ramalley allotment site had been received and the matter was now closed.

Members requested information on the progress of the No Verge parking signs and the Clerk updated members.

Members requested information on the progress made with ascertaining the true costs of Eastleigh Borough Council holding Parish Council elections. The Clerk reported that the officer at Eastleigh Borough Council had requested that the matter be discussed after the Borough elections and therefore the matter would be reported at the next committee meeting.

4. DIAMOND JUBILEE EVENTS

The Clerk advised members that the final accounts for the Chandler's Ford Got Talent competition were attached to the papers as Appendix A with the final figure within the budget for the initiative.

Additional costs had been incurred in promoting an adult competition which did not proceed due to lack of support. The School's competition however was a success and members hoped that the competition might be repeated next year.

Cllr Atkinson reported on the success of the Fryern Funtasia and wished to record the appreciation of the Parish Council to Cllrs Boyes and Hughes for their hard work to make the event a great success. Members also wished to express their desire to repeat the event next year. The Clerk reported that most of the income and expenditure had been dealt with and the event would show a profit without reliance on the budget previously set aside by Council for the event.

The Clerk advised members on progress made with the Diamond Jubilee Beacon lighting event in association with Hiltngbury Community Association. The Clerk outlined the programme of events for the evening.

The Clerk advised members that now a centre manager had been appointed to the Velmore Community Centre he had met with her to discuss a joint event to celebrate Christmas at Velmore. Members also made further suggestions of events that may be held at Christmas across the parish.

It was AGREED that:

1)Proposals for Christmas events and suggestions of other activities would be discussed at the next Committee meeting

5. GRANTS

In respect of the grant to Eastleigh Homestart Cllr Olson proposed a grant of £500 to support the worthwhile work it does and in respect of the proposal to provide additional support to needy families.

It was AGREED that:

1)A grant of £500 would be made available to Homestart Eastleigh

Members considered the grant application for Neighbourhood Watch. Members wished to defer the application until an application form and supporting accounts had been received and considered by members.

6. PARISH OFFICE MOVE

The Clerk presented his report on the proposed parish office move and advised members that prior to the last meeting HALC had given verbal notice of their intention to relinquish the lease on their current offices and enter in to a shared office facility with Eastleigh Borough Council whilst a permanent office was completed.

The Clerk presented the current options detailed in his report and reported that there was a lack of accessible office space within the centre of Chandler's Ford. The Clerk reported that although there was vacant shop space available which was accessible to residents, it was not considered a priority to the Parish Council

in its current stage of development. Members also felt that a shop front presence was not desirable at this stage.

Members suggested that shared facilities within a school might be considered however it was considered that this should not be pursued due to potential Child Protection concerns where visitors to the Parish Council would enter the school.

Members considered that the Fryern Pavilion appeared to be the best option to pursue at this stage. Members who are also Borough Councillors felt that they had an interest to declare as the Pavilion is owned by Eastleigh Borough Council. It was considered that the Fryern Pavilion and recreation ground was central to the Parish and with the refurbishment of the pavilion, the car parking and meeting facilities, accessibility to residents were all benefits of considering this opportunity.

It was AGREED that:

- 1)The Parish Council would express an interest to Eastleigh Borough Council in renting the existing office space together with use of the meeting room facilities at Fryern Pavilion
- 2)The proposal to move the current Parish Office to Fryern Pavilion would be referred back to the next Parish Council meeting for further discussion by all Councillors

7. FINANCIAL UPDATE

The Clerk referred members to the financial update and reported that all current expenditure was within budget. Members noted the expenditure under Community Safety. The Clerk advised members that the speed enforcement equipment for which grants had been received in the previous financial year had been purchased.

Members agreed to note the financial update.

The Clerk advised members that the Internal Audit had been concluded just prior to the meeting and the Annual Accounts for the year 2011/12 were tabled. Members were advised that the accounts would also be presented prior to the next Parish Council meeting when a proposal to adopt the accounts would be made.

The Clerk therefore advised that a report on the Internal Audit findings would be brought to the next meeting of this committee,

8. PARISH COUNCIL NEWSLETTER

The Clerk presented his report on proposals for a parish newsletter together with proposals on distribution and editorial responsibilities. The Clerk advised

members that the example format represented a Word document and therefore would not incur any additional expenditure to develop and potentially could be enhanced further by the editorial team.

The Clerk also advised members that the production of a newsletter could be the responsibility of a small group of Councillors that might also include resident involvement with all members providing input of articles and information.

Members felt that initially the newsletter should be produced on a quarterly basis and consideration should be given to advertising in the newsletter to offset printing and distribution costs.

Members expressed opinion on whether the newsletter should be two sides or four sides of A4 in its initial stages. All members stated the need for a newsletter and considered that the size and content of the newsletter would develop over time.

It was AGREED that:

- 1) The principle that a newsletter should be produced was agreed by all members
- 2) The principle of producing a newsletter would be referred to the next Parish Council meeting for approval
- 3) The Parish Council would agree the format of the working party and seek volunteers to this editorial board
- 4) The Parish Council would consider the question of advertising on the newsletter and means of distribution when proposals had been made by the working party

9. SAFER NEIGHBOURHOOD POLICING

The Clerk presented his report on the current initiatives being undertaken jointly with the Safer Neighbourhood Team as an update for members.

The Clerk advised members that at the last meeting of this committee a budget of £300 was agreed to support police initiatives to engage with the youth by purchasing a gazebo, table and chairs, together with a promotional banner. This proposal was not minuted therefore the Clerk requested that this proposal be formally agreed by this committee and minuted.

It was AGREED that:

- 1) A budget of £300 from the Community Safety budget is set aside for the purchase of a gazebo, table and chairs, together with a promotional banner to support youth initiatives by the Safer Neighbourhood Team

Members noted the progress made with the current initiative of printing no verge parking cards and in particular wished to see the cards in operation as soon as

possible.

Members also noted that Street Pastors were not mentioned. Members were advised that they had been asked on several occasions if they wished to receive any financial support for their activities but had yet to make an application for a grant. Members stated that they should be encouraged to make an application when appropriate.

10. CHANDLER'S FORD IN BLOOM

The Clerk gave a verbal report to members following the meeting held this week. The Clerk reported that some entries had been received from Schools and residents, however no businesses had entered the competition. It was felt that the recent bad weather had restricted the number of entries as residents were deferring their garden plans until the weather improved.

The Clerk reported that all publicity was in place and therefore it was proposed to re-launch the initiative through press releases to encourage more entries.

11. DATE AND BUSINESS OF NEXT MEETING

The next meeting is scheduled for 27 June 2012 at the United Reform Church.

Business for the next meeting:

1. Financial update
2. Chandler's Ford in Bloom
3. Parish Council Newsletter
4. Parish Council election costs
5. Office Move
6. Review of policies and procedures
7. Community Grants