

## **CHANDLER'S FORD PARISH COUNCIL – FULL COUNCIL**

**27 OCTOBER 2014**

### **ST MARTIN'S IN THE WOOD, QUEENS ROAD, CHANDLERS FORD**

**COUNCILLORS PRESENT:** Councillor Atkinson (Chairman), Councillors Aubry, Boyes (Vice Chairman), Cox, Duguid, Foulds, Grajewski, Hughes, Johnson, Jolly, Luffman, Pragnell, Scott and Simmonds.

**In Attendance:** Duncan Murray (Parish Clerk), Sukey Spurlock (Assistant Parish Clerk) and PC Kim Gosling

Public participation there was one member of the public present who spoke about dogs being out of control at the Hiltingbury Recreation Ground and dog owners who were abusive if challenged about it. She mentioned the need for enforcement. PC Gosling was able to confirm that an out of control dog jumping up at people could be reported to the police as well as the abusive behaviour of owners. It was agreed that it was not a simple matter and that it needed to go to committee.

#### **507 APOLOGIES**

These were received from Cllrs Bicknell and Broadhurst.

#### **508 DECLARATION OF INTERESTS**

There were none

#### **509 CHAIRMAN'S REPORT**

The Chairman reported that she had attended the war memorial rededication service at St Boniface and laid a wreath of lilies with the Deputy Mayor and that there were further details on the website [chandlersfordtoday.co.uk](http://chandlersfordtoday.co.uk). She also reported on the Lantern Parade from the Fryern Infants and Junior schools to Fryern Arcade on the 3 December and that posters had been circulated.

The Chairman was also happy to report that the contracts for the Fryern Pavilion extension had been signed and that work was able to start this week.

#### **510 COMMUNITY SAFETY UPDATE**

The Chairman moved this item up the agenda to enable PC Gosling to return to her duties as early as possible and mentioned that PC Moody had emailed in a report that had already been circulated to Members. PC Gosling reported that thefts from sheds had increased and that the public were being advised to lock up their bikes when they are left in sheds.

PC Gosling reported that there were no recorded Road Traffic Incidents on Hursley Road in the last 12 months. She also reported that there was a new Chief Inspector Dave Winter who was undertaking a review of current PCSO contracts with parishes. He was seeking feedback on what was good, what was not and if the parishes feel they get value for money. Reports were requested to go to PC Moody.

## **CHANDLER'S FORD PARISH COUNCIL – FULL COUNCIL**

**27 OCTOBER 2014 (Continued)**

The Chairman commented that from PC Moody's report it was heartening to see that anti-social behaviour incidents had fallen and she asked for any comments or questions for PC Gosling. Members commented that there was the school lantern parade along Oakmount Road in December and also that they felt the visibility of PCSOs seemed to have reduced recently.

### **511 TO APPROVE/ACCEPT MINUTES OF MEETINGS:**

a) To approve the minutes of parish council meeting held on 15 September 2014.

A member queried the accuracy of page 8 and was answered. The minutes of the meeting were AGREED and signed.

b) To approve the minutes of the extraordinary meeting of the parish council of 29 September 2014.

The minutes of the meeting were AGREED and signed.

c) To approve the minutes of the planning and licensing committee of 2 October 2014.

The minutes of the meeting were AGREED and signed.

d) To approve the minutes of the asset management committee of 8 October 2014.

The minutes of the meeting were AGREED and signed.

e) To approve the minutes of the audit and risk committee of 10 October 2014.

The minutes of the meeting were AGREED and signed.

f) To approve the minutes of the policy and finance committee meeting of 15 October 2014, to note the financial reports, and to ratify the payments agreed by that committee.

The minutes of the meeting were AGREED and signed. The confidential Minute of part of that meeting was also AGREED and signed.

### **512 AGREEING COMMITTEE RECOMMENDATIONS:**

i) To agree the recommendation from the Planning Highways and Licensing Committee meeting of 2 October 2014 that the expenditure of a total of £2,500 (with PCC match-funding of £1,000) to enable the establishment of a community speed watch project be authorised.

Following a show of hands the RECOMMENDATION was AGREED

## **CHANDLER'S FORD PARISH COUNCIL – FULL COUNCIL**

**27 OCTOBER 2014 (Continued)**

ii) To agree the recommendations from the Audit and Risk Committee of 10 October 2015:

- a. To AGREE the RECOMMENDATION that Policy and Finance Committee arranges to scrutinise the Annual Return and Statement of Accounts in future to ensure compliance with the auditor's advice.
- b. To AGREE to be Pleased to Note that items 4, 9, 10, 12, 14 and 16 [as set out sequentially in the Internal Auditor's Report of 17/6/14] have been dealt with and will be re-enforced appropriately in future;
- c. To AGREE the RECOMMENDATION that Chairs of Committees initiate action to correct matters raised in items 1, 5, 6, 7 and 13 of the Internal Auditor's Report of 17/6/14, and to ensure future compliance;
- d. To AGREE the RECOMMENDATION that Chairs of Committees, together with the RFO, ensure close compliance with the requirements and advice raised in items 3, 8, 11 and 15 of the Internal Auditor's Report of 17/6/14;
- e. To AGREE the RECOMMENDATION that, if a Member has an interest in any application for a grant, that interest should be declared in advance, but the Member may speak to the application before retiring during any vote.
- f. To AGREE the RECOMMENDATION that, on condition the Council's bankers can allow "Read Only" facilities on the internet, the following Financial Regulations be adopted (Special Motion moved as per SO 7(a)):
  - i. FR 6.10, BUT replace "payment for certain items" with "oversight of accounts", and delete all after "banking";
  - ii. FR 6.11, BUT delete final sentence;
  - iii. FR 6.12, 6.13 and 6.14;
  - iv. FR 6.15, BUT delete all after "who will be authorised", and insert "to access the accounts' records";
  - v. FR 6.16;
- g. To AGREED the RECOMMENDATION that a clear and robust protocol for payments be adopted when possible.
- h. To AGREE the RECOMMENDEDATION TO CENSURE the previous Chair of Policy and Finance Committee and the former Clerk for not effectively following up Minute 8 of the meeting of 26th February 2014, but leaving unconsidered and unreported the required three quotations for when the matter was returned to in September 2014;
- i. To AGREE the RECOMMENDATION that the Council installs Microsoft 365/E3, with facilities for three users and a one-year maintenance contract; and
- j. To AGREE the RECOMMENDATION that the Policy and Finance Committee and the Assets and Amenities Committee be asked to identify risks of having to replace or seriously overhaul assets in the future.

**CHANDLER'S FORD PARISH COUNCIL – FULL COUNCIL**

**27 OCTOBER 2014 (Continued)**

The RECOMMENDATIONS were taken as a single block and following a show of hands AGREED apart from recommendation (e) which was returned to and after one Member commented that this meant people could not speak on subjects they knew about, and another Member debated against the recommendation whilst agreeing with it, a vote was taken. It was then AGREED to also accept the RECOMMENDATION (e).

iii) To AGREE to the RECOMMENDATION from the Policy and Finance Committee meeting of 15 October 2014 to the provision of the E3 Microsoft government cloud based system for a 12 month initial contract.

Following a show of hands the RECOMMENDATION was AGREED.

iv) To AGREE to the RECOMMENDATION from the Policy and Finance Committee meeting of 15 October 2014 to the provision an online booking system with a hosted secure website, secure payments and sage integration.

Following a show of hands the RECOMMENDATION was AGREED

- 513 TO ADOPT, AS AN INTERIM POLICY DOCUMENT, THE PLAYGROUND REPAIRS AND MAINTENANCE SCHEME PREVIOUSLY INFORMALLY PUT TO THE ASSET MANAGEMENT COMMITTEE WHILST FINAL SERVICE LEVEL AGREEMENT DOCUMENTS ARE DRAWN UP, AND ADOPTED BY THE PARISH COUNCIL AND ACCEPTED BY EBC.**

A brief background to the document was given and there being no debate requested and following a show of hands it was RESOLVED that the document be ADOPTED as an interim policy document.

- 514 TO CONFIRM THAT THE COMPOUND (WHICH WILL BE USED AS A PART OF THE APPROVED CONSTRUCTION STORAGE AREA) WILL BE CONSTRUCTED AS A PERMANENT RATHER THAN TEMPORARY COMPOUND WITH CONSIDERATION TO THE GRANTING OF PLANNING CONSENT FOR THE PORTACABIN AT THE BEGINNING OF OCTOBER 2014.**

Following no debate being required a show of hands was requested and the permanent status of the compound was AGREED.

- 515 TO AGREE THE DATES OF MEETINGS FOR 2015 AS PER THE PROPOSED SCHEDULE PREVIOUSLY CIRCULATED.**

A few transcription errors were pointed out, and the Clerk corrected himself having followed the 2014 schedule that the AGM should be in May. It was also pointed out that the August 2015 dates were only 'if required'. Members had a brief debate on the reliance on Mondays for the majority of meetings. Subject to the corrections necessary and the availability of suitable rooms the dates were agreed.

**CHANDLER'S FORD PARISH COUNCIL – FULL COUNCIL**

**27 OCTOBER 2014 (Continued)**

**516 CORRESPONDENCE**

There were no items of correspondence to report

**517 TO AGREE MATTERS TO BE TAKEN TO THE NEXT AGENDA OF THE COUNCIL.**

The issue of dogs and Fryern Extension progress reporting to be taken to the Asset Management Committee, and Members who are representatives on outside bodies to report back to Council as would the cyclepath working group.

**That being all the business the meeting closed at 7.55 p.m.**

**Date and place of next meeting:** 1 December 2014 Dovetail Centre, Methodist Church.

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Chairman.....