

CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

14 APRIL 2014

MEETING ROOM 1, CHANDLER'S FORD METHODIST CHURCH

COUNCILLORS PRESENT: Councillor Davidovitz (Chairman), Councillors, Atkinson, Boyes, Broadhurst, Mrs. Gault, Grajewski, Hughes, Luffman, Olson, Pragnell, Roberts

In Attendance – Acting Parish Clerk – Kevin Glyn-Davies

1. APOLOGIES

None received.

2. DECLARATIONS OF INTEREST

None declared.

3. MINUTES OF PREVIOUS MEETING HELD 26 FEBRUARY 2014

Members considered the Minutes of the Policy and Resources Committee meeting of 26 February 2014.

It was AGREED that the Minutes be signed as a true and correct record by the Chairman.

4. MATTERS ARISING

In pursuance of Item 6, an update on the matter of the newsletter was requested. The Acting Parish Clerk explained that this year, Eastleigh Borough Council has adopted a policy of not sending newsletters out with Council Tax Bills.

Cllr. Grajewski requested an update under Item 10 (2) on the legalities of paying invoices by Direct Debt. The Acting Parish Clerk explained that this was permissible in law and indeed there has been a change in legislative requirements to allow such a facility to take place.

Under Item 10(1), Cllr. Mrs. Gault enquired as to an update to the inaccuracies of the figures contained in a previous financial report and an assurance was given that appropriate checks and balances are in place to prevent such an occurrence happening again.

5. TO RECEIVE APPLICATIONS FOR FUNDING

No formal applications were tabled for discussion. Cllr. Atkinson advised members of a grant funding channel available through the 'Have Your Say' scheme operated by Hampshire County Council.

In addition, there is a Small Countryside Grant also being made available by Hampshire County Council and Cllr. Atkinson felt that an application should be made by the next tranche deadline of 25 June 2014.

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Cllr. Olson commented that there may be potential financial aid available from Eastleigh Borough Council towards works for community buildings in Chandler's Ford (Fryern, Hiltlingbury) in light of substantial help having been given towards the new building at the Lowford Community Centre, Bursledon following a conversation he had with Cllr. Keith House.

Members agreed that a letter be sent to the leader of Eastleigh Borough Council, Cllr. Keith House, to seek potential grant aid and take advantage of any financial opportunity that may be available.

It was AGREED that the Parish Council makes a formal application soonest to the 'Have your say' grant scheme operated by Hampshire County Council.

6. TO CONSIDER ARRANGEMENTS FOR COVER FOR THE PARISH CLERK

A) TO APPOINT ACTING PARISH CLERK AND AGREE REMUNERATION ARRANGEMENTS

Cllr. Atkinson advised members of the situation with regard to the previous Parish Clerk who has resigned his position due to ill health. She has secured the temporary services of Kevin Glyn-Davies as Acting Parish Clerk at an agreed remuneration acceptable for both parties for the foreseeable future.

It was RECOMMENDED to appoint Kevin Glyn-Davies as Acting Parish Clerk for the foreseeable future on the terms discussed and agreed remuneration. It was further AGREED to devolve responsibility for advertising for a new Parish Clerk to Cllr. Atkinson to avoid delay.

B) TO APPOINT ACCOUNTANTS TO PREPARE YEAR END ACCOUNTS FOR AUDIT

The Acting Parish Clerk explained that the accounts need to be prepared independently for transparency and recommended J. Humphry Associates Limited.

It was RECOMMENDED to appoint J. Humphry Associates Limited to prepare the Chandler's Ford Parish Council accounts in preparation for audit for the financial year 2013/2014 and members agreed to devolve the fee responsibility agreement to Cllrs. Davidovitz and Atkinson.

7. FINANCIAL MATTERS – TO RECEIVE THE FINANCIAL UPDATE TO 31 MARCH 2014 AND RESOLVE CHEQUE PAYMENTS FOR MARCH/APRIL 2014

Members felt that the financial update could not be discussed on an informed basis as the documents were not available for serious consideration and AGREED that this element of the agenda item be DEFERRED to the Full Council meeting on 28 April 2014.

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The cheque payment schedule was considered by members amounting to £4,045.39 made up of:

£79.07 – Corona Energy
£1135.29 – British Gas
£68.80 – Southern Water
£225.00 – Kevin Glyn-Davies
£2537.23 – Eastleigh Borough Council – Salary Costs

It was AGREED to resolve the cheque payments for March/April 2014 as prescribed.

8. DATE AND BUSINESS FOR NEXT MEETING

Cllr. Luffman raised the matter of road calming measures being currently undertaken at Velmore around Westfield Road/Belmont Road especially in light of no formal notification that works were to commence and no consultation apparently having taken place. The Acting Parish Clerk was requested to investigate this matter accordingly.

Cllr. Luffman commented on the removal of the Bluestar Nite Buses and that to the best of his knowledge, no statutory 90 day public consultation has taken place and that Eastleigh Borough Council were not notified. He requested that the Parish Council enquires with David Airey, portfolio holder, to establish what the position is.

Cllr. Hughes commented on consultation practices in general terms and that he did recall there was a public consultation questionnaire recently issued on transport matters. Members expressed their concern that consultations are exclusively available on-line and that this does disenfranchise some people who do not have access to Internet.

It was AGREED that the Acting Parish Clerk write to Hampshire County Council (Peter Shelley) to ask what alternative methods of consultation are employed to consult all people especially in respect of transport and bus operating changes.

The next meeting of the Chandler's Ford Parish Council will be the Full Council meeting of 28 April 2014 commencing at 7.00pm.