

COUNCILLORS PRESENT: Councillor Atkinson (Chairman), Councillors, Aubry, Bicknell, Boyes, Broadhurst, Cox, Foulds, Grajewski, Johnson, Pragnell, Scott and Simmonds.

In Attendance: Duncan Murray (Parish Clerk), Sukey Spurlock (Assistant Clerk) and Andrew Thompson (EBC).

Public Participation:

There were no members of the public present.

651 APOLOGIES

These were received from Councillors Bull, Duguid, Hughes, Jolly, Leslie and Luffman.

652 DECLARATIONS OF INTEREST

None were declared.

653 TO DISCUSS AND AGREE THE CREATION OF A PROJECT BOARD TO PROGRESS THE PROPOSED DEVELOPMENT OF HILTINGBURY PAVILION WITHIN THE FRAMEWORK OF THE ACCEPTED PROJECT INITIATION DOCUMENT (PID) THAT IS AUTHORISED TO TAKE THE PROPOSALS FORWARDS AND TO REPORT TO FULL COUNCIL FOR FURTHER AUTHORISATION, WHEN PROPOSED EXPENDITURE AND SPORTS HALL DEVELOPMENT/REFURBISHMENT OF THE EXTANT BUILDING DETAILS ARE AVAILABLE. THE MEMBERSHIP OF THE PROJECT BOARD TO COMPRISE OF THE CHAIR AND VICE-CHAIR OF COUNCIL; THE CHAIR OF POLICY AND FINANCE; THE VICE-CHAIR OF ASSET MANAGEMENT COMMITTEE AND THE CHAIR OF AUDIT AND RISK.

The Chairman introduced Andrew Thompson from EBC who took Members through the project's progress to date, explained the Project Initiation Document (PID) and the project management principles that would be used in moving the proposals forward. The PID, once agreed, made the project 'live' and although this didn't mean the funding was ring-fenced it did mean it was less at-risk.

It was mentioned that the New Homes Bonus Scheme monies potentially available from EBC were in the region of £400,000 and that the Parish Council would need to put in additional funds if any scheme was to be taken forwards after the feasibility study being undertaken by TKL Architects had reported back. The extant building was potentially end-of-life in its current format but could be structurally sound. Two options were being looked at in the feasibility study, to demolish and start again or to rework outline plans for proposal and costs should be known by the end of July.

Members were invited to ask questions of the Officer including whether there was a business plan, if the Scout Hut was to be incorporated. It was said that there would be a business plan once the feasibility study was completed as until an outline design was known and what activities were expected to be incorporated. Then the Clerk could take into consideration all the necessary factors. It was also mentioned that incorporating the Scout Hut would be ideal, but it was currently outside the scope of the study being undertaken due to cost implications, however the feasibility study and PID provided an audit trail of how and why decisions were made.

The impacts of the Traffic Regulation Order (TRO) were reported as being considered within the study and that HCC and the Schools were working on their own mitigation for impacts of the TRO. It was also clarified that the proposals would not affect The Hilt as its function was different.

With confirmation that the Chair of the AMC being part of the lead project team and thus the Vice Chair of that committee being proposed to be on the Project Board, following proposal, seconding and on a show of hands the proposal as moved was unanimously AGREED.

654 COMMUNITY SAFETY – UPDATE

There was no report from any police representatives, however it was reported that one PCSO had returned to Chandler's Ford from Eastleigh Central, that the Public Space Protection Order was out for consultation and should be returning to the Local Area Committee in September. Tree damage and other vandalism was mentioned. It was requested that PCSOs be encouraged to attend the meetings.

655 CHAIRMAN'S REPORT

There was no report.

656 TO APPROVE/ACCEPT MINUTES OF MEETINGS:

- a) to approve the minutes of meeting of the Parish Council held on 9 May 2016,
- b) to accept the minutes of the Asset Management Committee of 17 May previously agreed by that committee on 6 June 2016, and to approve the minutes of that committee's meeting of 6 June 2016,
- c) to accept the CONFIDENTIAL minutes of the meeting of the HR Committee of 22 March 2016 and previously agreed by that committee on 19 May 2016, and to approve the CONFIDENTIAL minutes of that committee's meeting of 19 May 2016,
- d) to accept the minutes of the Policy and Finance Committee of 23 May 2016 agreed at the meeting of that committee on 13 June and to approve the minutes of the Extraordinary meeting of that committee of 13 June 2016, to note resolutions (including Salary Scalar Points and uplifted remuneration for 2016), the financial reports, and to ratify the payments agreed by that committee, and
- e) to approve the minutes of the Planning Highways and Licensing Committee of 1 June 2016.

The Asset Management Committee minutes of 6 June had the following corrections made Cllr Aubry was present, Cllr Leslie sent her apologies and 'Gray' in point 9 should have read 'Bray'.

Each minute was ACCEPTED or AGREED following a show of hands for each item.

- 657 TO CONSIDER AND AGREE, FOLLOWING THE INTERNAL AUDITOR'S VISIT, TO THE CHAIRMAN AND THE PROPER OFFICER/ RESPONSIBLE FINANCE OFFICER SIGNING OFF THE:**

(a) Annual Governance Statement having agreed answers to all the questions.

Following the reading out of each item and following a show of hands for a positive response on each item 1-8 of the Annual Governance Statement, with item 9 being non-applicable as the Council was not a Sole Management Trustee of a Charity. The Chairman and RFO then signed the Annual Governance Statement.

(b) signing off the Annual Accounting Statement for the year ending 31 March 2016, both as required by the Audit and Accounting Regulations in place.

Following proposal and seconding and on a show of hands it was unanimously AGREED that the Annual Accounting Statement could be signed off by the Chairman, the RFO having previously affixed his signature.

- 658 TO AGREE TO THE CHAIRMAN AND THE RESPONSIBLE FINANCE OFFICER SIGNING THE FORMAL ACCOUNTS FOR THE YEAR AS PREPARED BY HUMPHRYS ASSOCIATES AS PER THE RECOMMENDATION FROM THE POLICY AND FINANCE COMMITTEE.**

Following proposal, seconding and on a show of hands this was unanimously AGREED and the Chairman and RFO signed off the accounts.

- 659 TO DISCUSS AND AGREE TO THE PROVISION OF GROUNDS MANAGEMENT OF THE THREE RECREATION GROUNDS, FRYERN, HILTINGBURY AND PENNINE WAY AND THE SPORTS PITCHES BEING BROUGHT IN HOUSE FROM 1 APRIL 2017 AND TO DELEGATE RESPONSIBILITY OF THE PROVISION OF THIS SERVICE TO THE ASSET MANAGEMENT COMMITTEE. THIS IS WITHIN THE FRAMEWORK OF EXTANT RESOLUTIONS, AND WOULD BE IN THE BEST INTERESTS OF PARISHIONERS AND PROVIDE THE BEST USE OF PRECEPT MONIES.**

The Clerk was asked to introduce this item and he made a recommendation to Member that as per his briefing note he felt that the proposed way forwards with in-house grounds staff would provide the best service for parishioners and the best value in financial terms.

Members asked questions about there being the possibility of a stand-alone service for the play areas from EBC to which the Clerk answered that it was the case from his previous discussions with Paul Naylor. Comment was also made about taking back control and having inherent flexibility with in-house provision of the service.

- 660 MEMBERS QUESTIONS**

None were submitted for the Agenda.

- 661 TO AGREE THE RECOMMENDATIONS FROM THE COMMITTEES THAT:**

- a) the Facilities Manager be recruited on a salary scalar range of points (SCP) 26-29 (£23,166 – 25,694),**
- b) the Employer Contribution for Auto Enrolment Pensions be set at 3% from**

- inception of the scheme in September this year, and**
- c) within the adopted financial regulations (6.9) to agree the enablement of the payment of salaries by BACS when the payroll is moved from EBC to a payroll and pensions bureau.**

After proposal and seconding, each recommendation was unanimously AGREED following a show of hands.

That being all the business the meeting was closed at 7.50 pm and the time and place of the next meeting was confirmed as the Dovetail Centre, Winchester Road, Chandler's Ford at 7.00pm 25 July 2016.

Chairman.....