

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

**15 SEPTEMBER 2014**

### **DOVETAIL CENTRE, WINCHESTER ROAD, CHANDLERS FORD**

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

**In Attendance:** Duncan Murray (Parish Clerk), PC Richard Moody and PCSO Tory Popham.

#### **Public Participation:**

A member of the public, and representative of the Velmore Residents Association, commented that there were no council meetings set down for Velmore. The Chairman responded that there was a Policy and Finance Committee meeting scheduled for the 13 October which was open to the public and that next year's meetings were in the process of being set and that Velmore would not be forgotten. The same member of the public also commented on the closure of Falkland Road overnight in October for resurfacing works.

Another member of the public commented on speed control and also communication between the Parish Council and residents. The Chairman responded that a Newsletter had been sent out in May to every household and that the council had a website. She also mentioned the Parish Office's opening times and the new Clerk being in post.

A GP present commented on the cycle route as proposed in a later motion and his being in favour of it from a health viewpoint by encouraging exercise and that it would help cyclists avoid that most dangerous stretch of road. In essence it would save lives through road safety and general health improvements.

#### **488. APOLOGIES**

Apologies were received from Cllr Cox. Cllr Bull was not present.

#### **489. DECLARATIONS OF INTEREST**

Cllr Bicknell declared a conflict of interest with item No. 8 on the agenda due to his employment as a train driver and stated that he would wish to be excused from taking any part in the debate.

#### **490. CHAIRMAN'S REPORT**

The Chairman welcomed the members and introduced Duncan Murray the Council's new Clerk. She commented on the transfer of land that had taken place which included Fryern Pavilion and recreation ground, and the play

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areas, expressing a desire that the Hiltingbury grounds and pavilion would also be transferred over as soon as the Land Registry issues had been resolved.

She also informed members of the resolution of EBC's Cabinet meeting to provide 50% funding to the costs of the Fryern Pavilion extension and was delighted to be able to report that this would mean the project could go ahead.

#### **491. COMMUNITY SAFETY UPDATE**

The Chairman moved this item up the agenda to enable PC Moody to resume his duties if he needed to.

PC Moody reported on speed issues and the perception of speed and how roads are graded by his traffic colleagues. Roads that are often targeted were mentioned and those that are prone to accidents. PC Moody also commented on the desire to see more enforcement as well as the setting up of a community Speedwatch programme which PCSO Ian Nicholson was taking the lead on and which would need the Parish Council to help fund equipment. The Speedwatch programme could do the more obvious areas such as around Oakmount and around schools.

The Chairman commented that the Parish Council had a speed gun in the office for use by the police in the parish. It was agreed that this would probably need recalibrating and it was hoped that the Speedwatch programme would be up and running by Christmas.

PC Moody reported on crime figures that Anti-Social Behaviour across Chandler's Ford and Hiltingbury was down by 84 in the year-to-date in comparison to 2013. He also reported that there had been a recent spike in shoplifting and that there had been 5 burglaries in the Hiltingbury area and 6 in Chandler's Ford since 1 June and that some suspects were currently going through the courts.

There were no further questions from members and the Chairman thanked PC Moody for his input.

#### **492. TO APPROVE/ACCEPT MINUTES OF PREVIOUS MEETINGS**

- a) to approve the minutes of Parish Council meeting held on 28 July 2014;

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

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- b) to approve the minutes of the Extraordinary Meeting of the Parish Council of 8 August 2014;

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

- c) to accept the minutes of the Asset Transfer Management Team of 4 August 2014 and to approve the minutes of the meeting of that committee of 8 September 2014.

The Minutes of 4 August were accepted and it was AGREED that the Minutes of 8 September be signed as a true and correct record by the Chairman.

- d) to accept the minutes of the Planning and Licensing Committee of 16 July and approve the minutes of the meeting of that committee of 27 August 2014.

The Minutes of the 16 July were accepted and it was AGREED that the Minutes of 27 August be signed as a true and correct record by the Chairman;

- e) to accept the minutes of the Policy and Finance Committee meetings of 26 June and approve the minutes of the meeting of that committee of 1 September 2014, and ratify the payments agreed by that committee.

The Minutes of 26 June were accepted and it was AGREED that the Minutes of 1 September be signed as a true and correct record by the Chairman.

**493. MATTERS ARISING/AGREEING COMMITTEE RECOMMENDATIONS:**

- i) To set a meeting date and time for the Audit and Risk Committee to enable the agreed review of the bank account signatory process including BACS and Direct Debit Payments.

Cllr Scott as Chairman of this committee reported that he had only received two responses these being from Cllr Atkinson and Cllr Hughes. the options were the 7<sup>th</sup> or 10<sup>th</sup> of October. He said he would recirculate members and requested responses as soon as possible as the meeting had to be properly set.

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- ii) To agree the recommendation from the Asset Transfer Management Team that the signing of the legal transfer of title documents and submitted funding applications, done under delegated powers be ratified.

This was proposed by Cllr Hughes and seconded by Cllr Boyes and all AGREED.

- iii) To agree the recommendation from the Asset Transfer Management Team (following agreement from the committee members on a vote on each item: that the extant resolutions and policy of the council were followed, that the tender process was followed and that due diligence processes were also followed) that Wilding Butler be appointed as contractors for the Fryern Pavilion extension.

The recommendation was proposed by Cllr Hughes and seconded by Cllr Grajewski.

Cllr Duguid enquired as to whether there were any conditions to the funding being made available or the need for a business plan. The Chairman quoted the resolution to Cllrs. Cllr Broadhurst asked about due diligence and that EBC would want to make sure the scheme was viable and said that it was reported verbally that they (EBC) would want to see a business plan. The Chairman replied that it was clear that it was subject only to tender evaluation and therefore she was satisfied that it was approved.

Cllr Duguid wanted clarification on a further point with regard to VAT. The Clerk reported to Members on the VAT meeting that had been held with a VAT specialist consultant and that VAT would be recoverable if the council opted the building in.

Cllr Scott enquired about the funding and the motion coming forward. Cllr Grajewski drew his attention to page 3 of the Policy and Finance Committee's minutes from 1 September page 3 that stated 'SUBJECT to funding being made available the motion to recommend...' and that therefore the motion would not have come forward if the funding was not available.

A point of order was raised that as the recommendation was debated at the committee's meeting to bring the motion forward to full Council that the original debate was closed.

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Cllr Pragnell asked if the Parish Council was being exposed to financial risk, to which Cllr Boyes replied no. Cllr Pragnell then asked if there was another vote to subsequently signing the contract.

The Chairman responded that the contractor needed to be appointed and that there would be ongoing negotiations over the tender. The recommendation to appoint the contractor, Wilding Butler, was AGREED.

iv) To agree the recommendation from the Asset Transfer Management Team that its name should be changed to the Amenities and Asset Management Committee.

This was proposed by Cllr Hughes and seconded by Cllr Pragnell. A motion to amend the recommendation to the name being the Asset Management Committee was proposed by Cllr Foulds and seconded by Cllr Boyes. The amended proposal was AGREED.

v) To agree to the recommendation from the Policy and Finance Committee meeting of 1 September 2014 that the Council resolve to adopt the updated Standing Orders, Financial Regulations, Delegation Scheme and Appendix A of the Council's Constitution noting that at the current time financial regulations 6.10 through 6.19 regarding internet banking, as well as the 'corporate credit card' of regulation 6.20 are excluded from that adoption.

The Clerk reported that the wording of Standing Order 3(l) had been changed as a matter of statute from that agreed at the Policy and Finance Meeting due to the Openness of Meetings Regulations that had since come into force.

The recommendation was proposed by Cllr Grajewski and seconded by Cllr Boyes and unanimously AGREED.

vi) To agree the recommendation from the Policy and Finance Committee meeting of 1 September 2014 that the Proper Officer's salary be authorised as proposed.

This was proposed by Cllr Grajewski and seconded by Cllr Boyes and AGREED.

**494. TO RESOLVE THAT THE PARISH COUNCIL MEETS THE ELIGIBILITY CRITERIA OF ELECTORAL MANDATE AND A SUITABLY QUALIFIED CLERK TO BE ABLE TO EXERCISE THE GENERAL POWER OF**

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**COMPETENCE AS SET OUT IN THE LOCALISM ACT 2011 (S1-8) UNTIL THE NEXT RELEVANT ANNUAL MEETING FOLLOWING THE MAY 2018 ORDINARY ELECTIONS.**

This was proposed by Cllr Hughes and seconded by Cllr Bicknell.

The Clerk explained that the power was one of first resort and so long as it was to be used lawfully and not where another authority had a statutory responsibility that it enabled the Council to do more in and for its parish.

The resolution was AGREED by all.

**495. THE COUNCIL SUPPORTS THE BUILDING OF A DEDICATED CYCLE PATH BETWEEN HILTINGBURY AND HURSLEY AND REQUESTS THE COUNTY COUNCIL TO CONDUCT A FEASIBILITY STUDY TO FIND A SUITABLE ROUTE, CONSULTING WITH LOCAL LANDOWNERS AND KEY STAKE HOLDERS, ALSO BENEFITTING ROAD SAFETY AND ENCOURAGING GREEN TRAVEL.**

In proposing the motion Cllr Duguid thanked the GP for his input and stated the case for a need to increase the number of cycleways./cyclepaths. He stated that the motion was not about committing funds, but building momentum and a desire or intent; in essence he was not asking for anything difficult.

Cllr Hughes seconded the motion stating that he had been trying to get this done for 8 years and that even though support was expressed by the Parish Council, transport and the LAC it would take a fight.

During the debate support was expressed by Cllrs Broadhurst, Aubry, Pragnell, and Atkinson amongst others commenting on the dangerous road, accident history and other related issues.

In concluding the debate Cllr Duguid commented that the issue needed to be removed from the political fray and needed 2-3 people in a working group to bring it forward.

The motion was unanimously AGREED. The Clerk was asked to circulate members for volunteers to establish a working party.

**496. CHANDLER'S FORD PARISH COUNCIL REQUESTS IT WRITES TO THE RELEVANT AUTHORITIES (NETWORK RAIL AND HCC) OBJECTING TO THE PROPOSED CLOSURE OF THE UNMANNED PEDESTRIAN RAIL CROSSING LINKING VALLEY PARK AND SUTHERLANDS WAY. THIS CROSSING IS A VITAL LINK FOR THE MANY OLDER RESIDENTS LIVING IN VALLEY PARK AND THE DOCTORS SURGERY IN SUTHERLANDS**

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**WAY. MANY WOULD BE UNABLE TO WALK THE EXTRA DISTANCE TO THE FOOTBRIDGE AT THE STATION AND FIND THE TWO FLIGHTS OF STEPS AN INSURMOUNTABLE OBSTACLE. WE REQUEST THAT THE CROSSING BE LEFT IN USE TO SERVE THESE VULNERABLE RESIDENTS.**

The Motion was proposed by Cllr Broadhurst who said he had slightly amended it since he first circulated it to Members. “That the Council writes to the relevant authorities (Network Rail and Hampshire County Council) objecting to the proposed closure of the unmanned pedestrian rail crossing linking Valley Park and Sutherlands Way. This crossing is a vital link for the many residents living in Valley Park who wish to access the Doctors Surgery in Sutherlands Way, the local shops and other amenities in this area.

The Council requests that a safe crossing be provided and maintained in its present location”.

The motion was seconded by Cllr Pragnell.

Cllr Grajewski commented that she had voted in favour at the LAC.

Cllr Scott suggested an amendment from ‘safe’ to ‘safe and accessible’ which Cllr Broadhurst commented would be acceptable to him, but after discussion the amendment was withdrawn.

No other comments were made and Cllr Broadhurst, in proposing the motion gave the reasoning of it being a vital link between the two parts of the community, the use of local shops and the location of the road crossing being safer than potential alternatives.

All members voting AGREED the motion.

**497. TO RECEIVE THE CLERK’S REPORT ON:**

- a. staff training needs
- b. ICT needs (Cloud vs Server, purchase of a projector, and to authorise officers to progress both the agreed ICT provision and a computerised booking system);
- c. bank reconciliation; and
- d. working arrangements for office staff.

The Clerk’s report was tabled on the above issues. Members agreed to the

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training needs and costs and the purchase of a laptop projector that would be primarily used to display planning application details during Planning Committee meetings.

Members noted the reported lack of need to spend monies changing any rooms to provide additional office space in the short-term as officers had moved a table into the kitchen area to provide additional desk and working space.

With regard to the Cloud vs Server issue Cllr Atkinson declared an interest in that Mr Colin Coleman who came to talk to Members provided ICT maintenance to her company.

Mr Coleman talked to members about the issues that revolved around needing to network computers, being secure with data and answered their questions.

Members commented on the need for a clear business case and that it could be dealt with by Policy and Finance. Due to the risk elements for data security it should also be looked at by Audit and Risk.

It was noted that the Parish Council needed to do something and that a review could be undertaken by the Clerk but should be council as other input was desirable and it could incur significant revenue or capital costs.

The issues of an online booking system were also referred to Policy and Finance.

#### **498. CORRESPONDENCE**

The Chairman reported on the letter read to the Policy and Finance Committee sent by St Boniface with regard to the quality of the work done on the War Memorial and the pleasant attitude of the restorers. Also a letter received from the MP Steve Brine giving news of the M3 resurfacing.

#### **499. MEMBERS' QUESTIONS**

Cllr Luffman raised the issue of a memorial bench at the Devon Drive/Cornwall Road recreation area.

Cllr Bicknell enquired about which play areas had been transferred to the Parish Council.

Cllr Broadhurst congratulated HCA members on a superb Extravaganza and also commented that the biggest single financial risk is the Fryern Pavilion extension and its business case, suggesting that it should be reviewed by Audit

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and Risk. No further comment on this item was entertained as the debate on it had already concluded.

Finally the Chairman commented that on reading the minutes of a recent Cabinet meeting she had noted it took 6 minutes to conclude and wondered if Members could strive towards 8 minutes.

**That being all the business the meeting closed at 9.10 p.m.**

**Dates of next meeting: 27 October 2014 St Martin's Centre**

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Chairman.....

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