

CHANDLER'S FORD PARISH COUNCIL - POLICY AND FINANCE COMMITTEE

14 MAY 2013

Fryern Hill Pavilion, Greenways, Chandler's Ford

7.00 pm – 8.32 pm

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

APOLOGIES; Hughes, Luffman and Roberts

In attendance – Stephen Mursell, Parish Clerk

1. ELECTION OF CHAIRMAN

Cllr Olson advised members that he would be stepping down as Chairman of the Policy and Finance Committee. Cllr Atkinson wished to thank Cllr Olson for serving as Chairman of this committee in the formative years of the Parish Council and the guidance he had provided to members.

Cllr Atkinson proposed Cllr Davidovitz as Chairman of the committee and the nomination was seconded by Cllr Grajewski.

It was AGREED that:

1)Cllr Davidovitz be appointed as Chairman of the Policy and Finance Committee for the year 2013/14

2. ELECTION OF VICE CHAIRMAN

Cllr Davidovitz took the chair and sought nominations from members for the post of Vice Chairman of the committee. Cllr Gault was nominated by Cllr Grajewski and seconded by Cllr Atkinson.

It was AGREED that:

1)Cllr Gault be appointed as Vice Chairman of the Policy and Finance Committee for the year 2013/14

Cllr Grajewski was thanked for her 3 years in the office of vice- chairman.

3. DECLARATIONS OF INTEREST

No members made a declaration of interest.

4. MINUTES

Members requested that two minor amendments be made to the minutes of the last meeting in respect of accuracy of information.

It was AGREED that:

1) The minutes for the Policy and Finance Committee meeting held on 2 April 2013 be signed by the Chairman as an accurate record.

5. MATTERS ARISING

Cllr Atkinson advised members that the youth club should be referred to as a youth facility as following consultation with the youth they did not want a structured youth club but preferred a drop in facility on the Hiltingbury Recreation ground.

It was AGREED that:

1) Reference to a youth club at Hiltingbury Pavilion would be referred to as a youth facility or a drop in centre and this will be reflected in the minutes of meeting held on 2 April 2013

Cllr Atkinson summarised the progress that had been made with discussions with the Street Pastors and other agencies regarding the drop in facility for the youth and would continue to work with the Clerk to progress this project.

Members requested an update on the progress made with the grant application for the War Memorial. The Clerk stated that discussions had been held with Rev Bird who had agreed the wording of the application and the Clerk was awaiting comments from Cllr Atkinson on the application as she had been involved with earlier discussions regarding the memorial.

Members of the committee requested sight of the application before the application is sent to the War Memorials Trust. It was noted that grant funding was available for up to 50% of the renovation costs. Members requested a paper to be submitted to the next meeting of this committee to enable further discussion with regard to potential financial support of the project.

4. GRANT APPLICATIONS

As requested by members at the last meeting the grant application for the Asian Welfare and Cultural Association was attached to the papers with a copy of the Association's latest accounts. The Clerk stated that, as the Association's AGM for 2013 had yet to be held, the latest set of accounts to support the application were for the year 2011/12. Members considered the application and noted that in the figures that accompanied the bid, the organisation appeared to have significant funding in its balances; therefore despite the fact that the 2012/13 accounts were not available, members declined to consider the application further.

The Clerk referred members to the grant application for Neighbourhood Watch and advised members that the Parish Council had similarly part funded the printing costs in the previous year. Members recognised the benefits derived to the community in continuing to support the organisation.

It was AGREED that:

1) The Parish Council would make a grant of £188.00 to the Neighbourhood Watch group to support their activities

5. "HAVE YOUR SAY"

The Parish Clerk updated members with progress that had been made with the organisation of the "Have Your Say" event following the successful application to Hampshire County Council for a £5,000 grant.

The Clerk responded to members' queries with regard to the arrangements for attracting grant applications, further information about the event at which grants would be allocated, the voting process and the nature of residents' involvement.

It was AGREED that:

- 1) The Clerk would issue a press release to generate further grant applications
- 2) That Cllrs Gault and Pragnell would review the application form and guidance notes together with the Clerk to make any further improvements to the process
- 3) That Cllrs Gault and Pragnell together with the Clerk would review the guidance notes to clarify the voting procedures under which applications would be considered and voted upon
- 4) That Cllrs Gault and Pragnell would review the arrangements for the grant award evening and look at strategies to maximise resident involvement

6. CHANDLER'S FORD IN BLOOM

Cllr Olson reported that a meeting had been held to review the entry categories, entry criteria and publicity material for the In Bloom competition. It was hoped that the competition this year would attract more entries than last year and that more businesses would enter and that the schools would again support the competition.

Members suggested that a roadside banner could be produced and suggested that Radio Solent could be contacted to seek promotion of the competition on their gardening programme.

It was AGREED that:

- 1) The Clerk would follow up these suggestions to attract as many entries to the competition as possible

7. WEBSITE TRAFFIC

The Clerk introduced his report to which was attached the format for future reporting of website traffic. It had previously been agreed that future reports would be produced for this committee on a quarterly basis to review trends on visits to the website.

Members were also advised that they would continue to receive a weekly update on the nature and volume of general enquiries received through the website and generated by visitor traffic to the Parish Office.

8. FINANCIAL UPDATE

The Parish Clerk presented the financial update on the Council's accounts for comment and questions.

Members noted that the first part of the precept had been received and Cllr Atkinson reminded members that part of the precept was made up of a grant from Eastleigh Borough Council in respect of the adjustment for the Council Tax benefit relief. Members requested that the amount be split in future reports into precept received and Council Tax relief grant.

The Clerk advised members that the Internal Audit of the Council finances for the previous financial year had taken place and resulting from a review of the accounts by the Internal Auditor the draft accounts were available for comment.

Cllr Atkinson had noted two points in the notes attached to the draft accounts that would need clarification. In addition members were advised that the Parish Clerk would meet again with the Chairman to review the draft accounts before they are presented to the Parish Council for approval.

Members did not raise any questions with regard to the draft accounts.

It was AGREED that:

1)The draft accounts were noted and following further review would be presented to the Parish Council for approval

9. WATER HYGIENE POLICY

The Parish Clerk introduced his report following further discussions with a water quality testing company. The Clerk suggested that a sample test of water drawn from the water supply to both allotment sites via the hose pipes should be undertaken initially to determine if there is any unacceptable level of contamination.

Members suggested that the test should be undertaken when the weather is warmer when the hoses undergo natural heating in the sun. In addition the normal flushing of the hoses should be undertaken before a water sample is taken.

The Clerk advised members that the sample test for each site was £42.50 and the draft policy had been updated to reflect that sample testing will be undertaken.

It was AGREED that:

- 1)Sample water testing of the allotment sites be undertaken annually each summer
- 2)The Water Hygiene Policy is recommended for approval by the Parish Council

10. DATE AND BUSINESS OF NEXT MEETING

The Parish Clerk advised members that the next meeting will be held on 8th July 2013 at Velmore Community Centre

The Parish Clerk had been requested to provide reports on the War Memorial grant.

11. AOB - FRYERN FUNTASIA

Cllr Atkinson read a report from Cllr Hughes on the Funtasia. Thanks were due to Cllr Boyes, David Shute and the Parish Clerk together with Cllrs Atkinson, Olson, Broadhurst and Gault for all their efforts that lead to a most successful event.

Cllr Atkinson stated that special thanks were due to Cllr Hughes for his efforts in organising the event. In addition thanks were due to the student volunteers from Winchester University who manned the activities.

Cllr Atkinson also advised members of the items of preliminary income and expected expenditure on the event and that it was anticipated that a surplus will be made on the event.

Cllr Atkinson reported that Bodysound who had agreed to fund the "It's a Knockout" attraction had not been able to attract as many corporate entries as they had hoped and had a £650.00 shortfall on the event. Cllr Atkinson recognised their support of the Parish Council in the organisation of the event and requested that members consider that the Parish Council fund the shortfall of £650.00 from the profits made on the event.

It was AGREED that:

1)The Parish Council contribute £650.00 to Bodysound towards the costs they incurred in the "It's a Knockout" attraction.