

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

**21 JANUARY 2013**

**St Martins Church, Queens Road, Chandler's Ford**

**(7.00 pm – 8.19 pm)**

PRESENT: Councillors Mrs Atkinson (Chairman); Councillors Bicknell, Boyes, Broadhurst, Davidovitz, Ms Gault, Hosegood, Hughes, Luffman, Olson, Pragnell and Roberts

Apologies for absence were received from Councillors Bull, Cole, Ms Grajewski, Ms Hodgson, Ms Oldham-Arnett and Streeter

In attendance: Stephen Mursell Parish Clerk

There was one member of the public present.

### **339. DECLARATIONS OF INTEREST**

No members stated a declaration of interest in respect of agenda items.

### **340. PUBLIC PARTICIPATION**

The member of the public present at the meeting was advised that he could address the Council.

### **341. DISPENSATIONS**

The Clerk advised members present that to enable them to discuss the setting of a budget for the Parish Council to set a precept it was required that members should sign a dispensation. The dispensation form was in the standard format as recommended by Eastleigh Borough Council and the Clerk confirmed that all members present had signed the dispensation form.

### **342. CHAIRMAN'S REPORT**

Since the last meeting the Chairman had attended a meeting with a number of youths of the Parish at the Hiltingbury Pavilion to discuss potential youth initiatives in the parish. The Chairman confirmed that the meeting had been very constructive and once further discussions had taken place proposals regarding youth funding would be brought back to the Parish Council.

The Chairman reported that further discussions had taken place between members of the Asset Transfer Team and Mr Milner and Mr Naylor of Eastleigh Borough Council concerning the progress with the transfer of assets. Updates on the progress of these discussions will be brought to a subsequent meeting of the Parish Council.

The Chairman had also attended the Christmas event at the Velmore Community Centre where a number of members had attended the carol singing. The Christmas Fayre however was not well attended however the nativity service was successful.

The Chairman had been engaged with the Clerk before Christmas on compiling the parish newsletter which was now being printed ready for distribution to households in the parish. A copy of the newsletter was circulated to members at the meeting.

It was AGREED that:

- 1) The Clerk would circulate a copy of the parish newsletter to all members by e-mail

The Clerk advised members that additional copies of the newsletter would be available on Thursday and he requested members assist in the distribution of newsletters to schools, doctor surgeries and other suitable locations.

It was agreed that:

- 1) The Clerk would contact all members to confirm locations and numbers of newsletters that they deliver

The Chairman confirmed to members that she was unable to attend the Regulatory Committee to hear the discussion and decision on the re-siting of the Hampshire Waste Recycling Centre. The Parish Clerk had attended the meeting on the Chairman's behalf and provided members with an update. The Clerk reported that members of the Regulatory Committee considered the plans carefully and heard deputations from interested parties. Members of the committee raised questions to confirm that the safety of users of Freespace would not be compromised by the extra traffic movements and also raised questions as to whether alternatives sites for a re-sited Household Waste Recycling Centre had been identified.

Members of the Regulatory Committee were advised by officers that further surveys and recommendations would be made to ensure the safety of pedestrians and cyclists and that the final design of the cycleway and traffic signage would take account of the safety of users of the Freespace facility. The Regulatory Committee voted in favour of the application to site the Waste Recycling Centre at the land at Stoneycroft Rise.

### **343. MINUTES OF MEETINGS**

Minutes of the Parish Council meeting held on 5 November 2012 were considered for accuracy. No members wished to make any amendments to the minutes.

It was AGREED that:

1)The minutes of the Parish Council meeting held on 5 November 2012 be signed by the Chairman as an accurate record of the meeting.

### **344. MATTERS ARISING**

There were no matters arising from the minutes that were not covered by agenda items.

### **345. PARISH COUNCIL BUDGET**

The Parish Clerk introduced the report on a proposed budget for the Parish Council which had been brought forward as a recommendation for approval from the Policy and Finance Committee. The Policy and Finance Committee had recommended that the budget item for managing assets should include an item called "Contingency Asset Funds" with an increased budget of £50,000. Members of that Committee were of the opinion that this budget item should be increased from the original proposed figure of £10,000 to allow for a greater level of investment in assets where the additional budget amount is funded from accumulated reserves of the Parish Council.

Cllr Pragnell was concerned about the accumulation of reserves in that in each year of operation the accumulated reserves was greater at the end of the year than at the start of each year, and felt that in the coming year the Parish Council should consider a reduction in the level of accumulation of reserves.

Cllr Pragnell proposed that the precept be reduced by £60,000 to enable accumulated reserves to be drawn down for revenue costs of operating the Parish Council in the next financial year. Cllr Bicknell seconded the proposal.

Members debated the motion:

Several members were of the opinion that the Parish Council would incur additional expenditure over the coming year once the transfer of assets had been agreed and that major investments in buildings and play areas could be anticipated.

Members commented as to whether residents might be concerned with a large decrease in the precept one year and potentially a large increase in the precept the following year. Members requested guidance as to whether it was good practice to draw on reserves to fund revenue costs.

The Chairman stated that general guidance was to hold six months general expenditure in reserves separately from any reserve made for contingency reasons. It is recognised that considerable expenditure would be incurred in the planned acquisition of assets and it would be bad practice to use reserves to fund recurring revenue expenditure, especially as it was yet to be determined the exact amount of the special expenses that would be passed to the Parish Council and the re-charge figure from Eastleigh Borough Council for the maintenance of the assets.

The Chairman confirmed that the purpose for creating reserves for the Parish Council were so that funds would be immediately available for the Parish to use to make improvements to assets once those assets had been transferred into the management of the Parish. This transfer is anticipated for 1 April 2013. At this stage there were no costed budgets for these projects. Members understood that play equipment would need replacement over the coming years and these discussions were over a sensible level of reserves that would be needed to cover such investment and leave a reasonable level of reserves for future contingencies.

There was no further discussion on the proposal and the proposal was lost by 3 votes in favour of the motion and 5 votes against the motion with 4 abstentions.

The Chairman called for a vote to agree the original budget and the precept for the year 2013/14 as tabled.

It was AGREED that:

- 1) To accept the budget for the financial year 2013/14 as tabled
- 2) To agree a precept of £138,790 for the financial year 2013/14

### **346. QUALITY COUNCIL**

The Clerk presented his report on Quality Council status and updated members that progress is being made with achievement of his CiLCA qualification. The Clerk advised members that achievement of this qualification is part of the accreditation process towards the Parish Council achieving Quality Council status and the compulsory elements of the Quality Council status include at least 80% of members being elected, that regular meetings are held and the effective communication to residents through website and newsletters.

In addition there are discretionary elements that the Parish Council must achieve as part of the accreditation process, including elements such as Councillor surgeries, information leaflets, regular consultations, progress towards a Neighbourhood Plan or Parish Plan and improved web links to other organisations.

The Clerk requested that members consider these further activities and whether any of these activities might be considered. Members were of the opinion that these activities could be considered and instructed the Clerk to provide a fuller report to the next Policy and Finance Committee.

It was AGREED that:

1)The Clerk would provide a fuller report including examples of the activities undertaken by other Quality Councils to the Policy and Finance Committee on 18 February 2013.

### **347. REPORT OF PLANNED CHANGES TO THE NHS**

The Clerk gave a verbal update on a briefing that had been given to member by representatives of the NHS. Most of the session outlined the changes that will come in to force on 1 April 2013 however the potential role of the Borough Council in supporting the health and well-being of residents was not fully covered. As a result the Clerk wished to bring this to the attention of members to resolve how they might be provided with further information on this matter and to determine over time the part that the Parish Council might take in supporting the health and well-being of residents in the parish.

Members understood the major changes that the NHS is going through and felt that they should know more about the role of the Clinical Commissioning Group and should invite a GP representative to speak to Council on that aspect of the changes. Members also felt at the briefing they were not able to form an opinion of the role that Parish Councils might play in the future and another speaker should also be invited to consider the role that the Council might play in the health and well-being of residents.

The Chairman agreed that the Parish Council would benefit from a briefing on the subject at a separate meeting and she would need to consult with Mr Bright of Eastleigh Borough Council to agree the speakers and format of such a meeting.

### **348. FINANCE MATTERS**

The Clerk tabled a list of cheques drawn on the Council's bank account for various expenditure items since the last Council meeting.

	Net	VAT	Gross
100219 Street Pastors Grant			£50.00
100220 HCC No Cold Calling Zone	£83.33	£16.67	£100.00
100221 Southern Water Eagle Close water			£12.93
10022 S Mursell October salary			£1019.40
100223 HMRC Tax & NI			£442.87
100224 HALC Training	£45.00	£9.00	£54.00
100225 Velmore Community Centre Grant			£100.00
100226 Eastleigh Borough Council Deposit			£40,000.00
100227 HCC No Cold Calling Zones	£47.50	£9.50	£52.00
100228 S Mursell Post redirection charge			£60.00
100229 Xeretec Photocopier purchase	£2600.00	£520.00	£3120.00
100230 Kimmcell Annual website registration fee	£35.00	£7.00	£42.00
100231 County Locksmith Safe and post-box purchase	£505.68	£101.14	£606.82
100232 ISL Stationery	£179.98	£36.00	£215.98
100233 Xeretec Meter charge	£100.00	£20.00	£120.00

100234 Cash Petty cash replenishment	£29.47	£5.49	£99.96
100235 S Mursell Office sign and Inframe purchase	£54.45	£3.50	£57.95
100236 Chandler's Ford Handyman Eagle Close shed repair	£190.00	£38.00	£228.00
100237 County Locksmith Eagle Close lock on toilet door	£134.90	£26.98	£161.88
100238 C Ford Community Association Room hire			£60.00
100239 C Ford Methodist Church Room hire			£95.63
100240 British Gas Eagle Close electricity	£6.26	£0.32	£6.68
100241 S Mursell November salary			£1019.40
100242 HMRC Tax & NI			£442.87
100243 Velmore Community Centre Room hire			£50.00
100244 Eastleigh Borough Council Room hire	£8.10	£1.62	£9.72

Members were asked to authorise the following requests for payment:

Chandler's Ford United Reform Church Room hire			£26.00
St Martins Centre Room hire			£20.00
M Atkinson			

Meeting expenses	£40.80
S Mursell November salary	£1019.40
HMRC Tax & NI	£442.87

For members information there is a balance at bank of £27,134.72, once all the above cheques have been presented.

### **349. CORRESPONDENCE**

The Clerk introduced two items of correspondence as part of consultation processes with Parish Councils in Hampshire requiring feedback by 31 January 2013. The subjects of the consultation being the formation of new Parish Councils and the high level planning of highway maintenance.

It was AGREED that:

1)The Clerk would re-circulate the two items of correspondence to all members requesting feedback by 31 January 2013.

The Clerk also advised that he had been informed of a further consultation process regarding the proposed enlargement of Nightingale by two additional classrooms.

It was AGREED that:

1)The Clerk would circulate to all members details of this consultation process together with a date by which feedback should be returned to the Clerk.

### **350. MEMBER QUESTIONS**

There were no members questions

The date of the next meeting is Monday 4 March at Velmore Community Centre