

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

**7.00 PM 20 MAY 2019 FRYERN PAVILION, GREENWAYS, CHANDLER'S FORD**

**COUNCILLORS PRESENT:** Chairman Cllr Duguid, Councillors: Atkinson, Aubry, Bourne, Broadhurst, Cox, Dolbear, Holden-Brown, Hughes, Irish, Johnson, Kyrle, Newcombe and Ricketts.

**In Attendance:** Duncan Murray (Parish Clerk)

### **Public Participation:**

There were no members of the public present.

#### **847 ELECTION OF CHAIRMAN**

Cllr Duguid was the only nomination and following being seconded was duly elected Chairman.

#### **848 DECLARATION OF OFFICE**

This was signed by the Chairman and his signature was witnessed by the Clerk.

#### **849 ELECTION OF A VICE CHAIRMAN**

Cllr Evans was the only nomination and following being seconded was duly elected.

#### **850 APOLOGIES**

These were received from Cllr Bicknell, Cllr Pragnell was not present.

#### **851 DECLARATIONS OF INTEREST**

None were declared

#### **852 TO ELECT CHAIRMEN, VICE-CHAIRMEN AND MEMBERS OF COMMITTEES**

It was proposed that the agenda items 6 and 7 (committees and representatives to outside bodies) be taken as a block item with the membership remaining the same as the previous year. It was pointed out that there were going to be changes to Policy and Finance as the former Vice Chairman wished to step down and former Cllr Allen who had been on the Planning Committee had resigned. This was seconded.

##### **a) Asset Management Committee**

Chair: Cllr. Hughes Vice-Chair: Cllr. Broadhurst.

Members: Cllrs Aubry, Cox, Kyrle, Irish, Pragnell and Newcombe.

It was AGREED that the Committee be elected as specified.

##### **b) Policy and Finance Committee**

Chair: Cllr. Holden-Brown Vice-Chair: Cllr. Bourne.

Members: Cllrs Atkinson, Bicknell, Broadhurst, Child, Dolbear, Johnson, and Ricketts.

It was AGREED that the Committee be elected as specified.

##### **c) Planning, Highways and Licensing Committee**

Chair: Cllr. Kyrle Vice-Chair: Cllr. Johnson.

Members: Cllrs Aubry, Child, Cox, Dolbear, Holden-Brown and Ricketts.

It was AGREED that the Committee be elected as specified.

##### **d) Audit and Risk Management Committee**

Chair: Cllr. Atkinson Vice-Chair: to be elected as and when required

Members: Aubry, Duguid, Holden-Brown and Hughes.

It was AGREED that the Committee be elected as specified.

**e) Human Resources Committee**

Chair: Cllr. Evans Vice-Chair Cllr Johnson.

Members: Cllrs Aubry and Hughes.

It was AGREED that the Committee be elected as specified.

**f) APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

a) Chandler's Ford Community Association - Cllr. Kyrle

b) Hiltingbury Community Association – Cllr. Aubry

c) Velmore Community Association – Cllr. Bicknell

d) North Millers Dale Association – Cllr. Holden-Brown

e) QEII Jubilee Activity Centre – Cllr. Irish

f) Itchen Valley & Chandler's Ford Rotary Club – deferred

It was AGREED that the representatives to outside bodies be appointed as specified.

**853 CHAIRMAN'S REPORT**

The Chairman gave his report concentrating on the headline features such as winning the HALC/Fullers Village of the Year and Cllr Hughes' individual award.

The new sports hall was mentioned as needing to be both a commercial and community success. The previous year's wild flower meadows were also mentioned as having given rise to many compliments.

The new footpath across Hiltingbury Rec had proved a tremendous success, and a new crossing by Ashdown Road was being pushed for as was completing the circuit around the rest of the recreation ground. Funtasia had been successful and the Mayor put in a 4-hour visit.

The resignation of the Assistant to the Clerk, Mrs Spurlock, was mentioned with thanks being recorded for her contribution to the Parish Council over the years.

**854 TO APPROVE/ACCEPT MINUTES OF MEETINGS**

- a) to approve the minutes of meeting of the Parish Council held on 18 March 2019,
- b) to accept the minutes of the Asset Management Committee of 8 April 2019 previously agreed at the meeting of that committee on 16 May 2019,
- c) to approve the minutes of the HR Committee of 12 April 2019,
- d) to approve the minutes of the meeting of the Planning Licensing and Highways Committee of 15 April 2019,
- e) to approve the minutes of the Policy and Finance Committee of 29 April 2019, to note resolutions, the financial reports, and to ratify the payments agreed by that committee, and
- f) to approve the minutes of the Audit and Risk Management Committee of 7 May 2019.

Each minute was gone through for accuracy, with a clarification being made to the P&F minutes under point (g) replacing 'it' with 'newsletters' that could be an agenda item.

Following proposal, seconding and on a show of hands each meeting's minutes, along with the financial reports, were all AGREED or ACCEPTED as appropriate.

**855. TO AGREE:**

- a. the direct debit payments for utilities bills, telephone, postage franking and trade/fuel cards, sports booker and accountancy packages be agreed to continue and that BACS/internet banking continue to be authorised for salaries and HMRC payments,

- b. the RECOMMENDATION from Policy and Finance that the Internal Audit report letter of the visit covering up to 28 February is ACCEPTED.**

Following proposal and seconding these were AGREED.

The date and place of next meeting was confirmed as 7.00pm 24 June 2019 at the Fryern Pavilion. That being all the business the meeting was closed at 7.40pm.

Chairman.....