

MEETING OF CHANDLER'S FORD PARISH COUNCIL

7.00 PM 17 DECEMBER 2018 FRYERN PAVILION, GREENWAYS, CHANDLER'S FORD

COUNCILLORS PRESENT: Councillor Duguid (Chairman), Councillors: Allen, Atkinson, Aubry, Bicknell, Bourne, Broadhurst, Cox, Evans, Holden-Brown, Hughes, Irish, Johnson, Kyrle, Newcombe and Pragnell.

In Attendance: Duncan Murray (Parish Clerk) and Sukey Spurlock (Assistant Clerk).

Public Participation:

There were no members of the public present. Cllr Hughes, speaking as a resident of the parish expressed his compliments to officers for the wildflower meadows, particularly the one at Hiltingbury, that was having a superb second flush of flowers that was even better than the first one had been.

The chairman commented that he had to second the thanks to officers, as he too had received many compliments on the meadows.

821 APOLOGIES

These were received from Cllrs Cox, Dolbear and Ricketts.

822 DECLARATIONS OF INTEREST

None were declared

823 COMMUNITY SAFETY – UPDATE

The quarterly report had been received and previously circulated by the Clerk to all members. It was noted and off-agenda some discussion took place about investigation/conviction rates as well as losing PCSOs.

824 CHAIRMAN'S REPORT

The Chairman commented on the council winning the Hampshire Village of the Year competition that was organised by HALC and sponsored by Fullers, that Cllr Hughes had received an award as an Inspirational Person and the Clerk had been a runner-up in the HALC Clerk of the Year competition.

The Chairman also commented that he had recently undertaken training for Chairmen and commended training sessions for all members both new and established. Also that he had attended a youth services mapping evening that was about improving future services.

Finally, it was commented that the Chair of the PC, the Chair of the LAC and both Min Partner and the Clerk were having regular meetings to ensure joined-up working.

825 TO APPROVE/ACCEPT MINUTES OF MEETINGS

- a) to approve the minutes of meeting of the Parish Council held on 24 September 2018,
- b) to accept the minutes of the Asset Management Committee meetings of 8 October and 12 November 2018 and to approve the minutes of that committee of 3 December 2018,
- c) to accept the minutes of the HR Committee of 27 September 2018,
- d) to accept the minutes of the Planning Licensing and Highways Committee meetings of 2 July and 8 September 2018 and approve the minutes of that committee's meeting of 5 November 2018, and
- e) to accept the minutes of the Policy and Finance Committee of 22 October 2018 and approve the minutes of that committee's meeting of 19 November 2018, to accept the financial reports made to that committee.

Each minute was gone through for accuracy, following proposal and seconding, and a correction was made on Full Council that the Assistant Clerk had been present and for the AMC meeting of 3 December Cllrs Aubry and Newcombe had sent their apologies and were not present. Following proposal, seconding and on a show of hands on each meeting's minutes they were all AGREED or ACCEPTED as appropriate.

826. TO ACCEPT THE EXTERNAL AUDITORS' REPORT FOR THE FINANCIAL YEAR ENDING 31 MARCH 2018 AS PREVIOUSLY NOTED BY POLICY AND FINANCE ON 22 OCTOBER 2018.

It was reported that the External Auditor's report had no issues arising, following proposal, seconding and on a show of hands this was ACCEPTED.

827. TO ACCEPT THE INTERNAL AUDITORS' REPORT OF 14 NOVEMBER COVERING THE FIRST HALF YEAR TO 30 SEPTEMBER 2018.

It was reported that the Internal Auditor's report for the first half year had no issues arising, following proposal, seconding and on a show of hands this was ACCEPTED.

828. TO ADJUST AND AGREE THE DRAFT MEETING DATES FOR 2019.

Members requested that the January Asset Management and Policy and Finance Committee meetings be moved to the 7th and 14th respectively to avoid a clash with an EBC Members' Training evening as well as move the Asset Management meeting of Monday 13th May to the Tuesday 14th (potentially at Hiltingbury Pavilion). It was also requested to move the Annual Parish Meeting to 7pm before the beginning of the March Full Council Meeting and that organisations that had received funding be requested to give a presentation on how they spent the money and what benefits it gave their organisations and beneficiaries. Following proposal, seconding and on a show of hands the adjustments and other dates on the draft schedule were AGREED.

829. TO AGREE THE RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE THAT: -

- a. The draft Bad Debt Policy is adopted, and
- b. The draft Working Group Guidance is adopted.

Following proposal, seconding and on a show of hands for each item they were ADOPTED.

830. TO NOTE THAT THE AMC HAVE AGREED THAT, FOR THE NEW SPORTS HALL AND REFURBISHED PAVILION (03/12/2018): -

- During weekday evening peak hours and also on weekends, that activities which produce the maximum level of anticipated income and minimal supervision/changeover are prioritised (including the sub-points about usage in term time and school holiday, weekday, off-peak times),
- That the sports hall is marked out for badminton, 5-a-side, netball, basketball and indoor tennis with volley ball if six sports can be marked out,
- That the charges for rooms/courts/sports hall (5-a-side, badminton, netball, basketball and tennis etc) are adopted by AMC as per this agenda's briefing note,
- That this committee request the HR committee to start the recruitment process. The budget and business plan call for a staffing level (minimum) of 2-2.5 x fte staff a further 10 hrs/wk for a caretaker, and
- That the sports-booker.com cloud based booking system be used for reasons of cost, the number of users able to use the system within the licence, web security (and therefore our user data under the GDPR) and that it will be able to manage

subscriptions such as the tennis court users (subject to the approval of the Working Group that were resolved to have delegated authority agreeing the system).

This prior resolution by AMC was duly NOTED. A Member did enquire as to why AMC had taken the decision, which was responded to by referring the Member to the resolutions of Full Council of 12 March 2018 which delegated relevant authorities to that committee.

831. MOTIONS FROM CLLR KYRLE: -

- a) **That in the interests of informing generations to come of Chandler's Ford's history, at the Full Council meeting on 28 January 2019 the elected members pose for a Group photograph, this to be subsequently framed, names added and thereafter displayed at the Parish Centre. Members to be able to purchase copies if they wish.**
- b) **That for the same reason, a photograph be commissioned of the clerk, staff members and others who contributed to winning this year's county prize for Best Village, and that similarly this be framed, names added and hung in the Parish Centre as part of our history. Care should be taken to exclude present members of the Parish Council who were not involved, e.g. members only elected this year or any members of staff who were not involved at the time.**

Following seconding Cllr Kyrle spoke in support of his motion citing the creation of a history of the Parish Council for future generations to be able to access as the reasoning behind his request for consideration, and that he hoped Members would support it.

A Member asked about cost and the Clerk, as a former professional photographer, gave an indicative cost for a competent and qualified PR Photographer at around £1,000 including framing and archive quality prints, whilst a Member suggested the top end could be around £2,000.

Members discussed the matter concentrating on cost suggesting it would be more acceptable at a lower cost, that it would set a precedent and establish future costs for the council to have to budget for. A suggestion was made to amend the motion; however, the Clerk suggested a proposal to *defer* any decision to the next meeting might be an easier route to take from Standing Orders as it would not require further debate on an amendment. Following proposal, seconding and on a show of hands this was AGREED.

832. MEMBER'S QUESTIONS

None were submitted for the agenda.

The date and place of next meeting was confirmed as 7.00pm 28 January 2019 at the Fryern Pavilion. That being all the business the meeting was closed at 8.40pm.

Chairman.....