

ANNUAL MEETING OF CHANDLER'S FORD PARISH COUNCIL

7.00 PM 26 OCTOBER 2020 VIRTUAL MEETING ON ZOOM

COUNCILLORS PRESENT: Chairman Cllr Evans. Councillors: Atkinson, Aubry, Bicknell, Bourne, Broadhurst, Child, Cox, Dolbear, Duguid, Holden-Brown, Hughes, Irish, Johnson, Pragnell and Ricketts.

In Attendance: Duncan Murray (Parish Clerk).

Public Participation:

There were no members of the public present.

908 APOLOGIES

There were apologies from Cllr Kyrle, and Cllr Newcombe was not present.

909 DECLARATIONS OF INTEREST

Cllr Pragnell declared a non-pecuniary interest in Ramalley Allotments due to family members having tenancies.

910 CHAIRMAN'S REPORT

The Chairman gave her report, which due to the impacts of Covid-19 situation is reported in full: -

"Following interviews, we have appointed Hilary Blaker as our Assistant RFO. She started at the beginning of this month and is making excellent progress.

We have also had some changes in the staff at the Sports Pavilion. Liz Torkington and Daniel Gower have been appointed on 7.5-hour contracts to replace Todd who has gone to university. Both are undergoing training at present.

A caretaker has also been appointed, working at both sites. He will take up his position next week.

Both Fryern and Hiltingbury are working to Government guidelines for Covid-19 as are all our staff. Risk assessments are continually checked as the guidelines change. You have received reports from the Compliance Officer, Facilities Manager and Sports Hall Manager.

Councillor Broadhurst and I met last Thursday with our PCSO and a PC at Hiltingbury Rec. to discuss issues caused by a group of youths who are meeting in the car park. There have also been concerns raised by local residents. It was proposed that a number of police attend one evening. Having enquired about reports which we used to receive we were informed that a quarterly report would be sent to the Parish Council.

The Audit and Risk Management sub-committee have met weekly on Zoom to ensure the Council business is on course and will continue to do so.

It is recommended that the normal Committee meeting schedule is resumed. At present all meetings will have to be held online."

911 TO APPROVE/ACCEPT MINUTES OF MEETINGS

- a) to approve the minutes of meeting of the Parish Council held on 17 August 2020, and**
- b) to approve the CONFIDENTIAL minutes of the Audit and Risk Management Committee of 14 October 2020.**

Each minute was gone through for accuracy Following proposal, seconding and on a show of hands for each item, all of the meeting's minutes were all AGREED.

912. TO RECEIVE THE COUNCIL'S EXTERNAL AUDIT REPORT FOR 1 APRIL 2019 - 31 MARCH 2020.

This was not received in time and was deferred.

913. TO RECEIVE A FINANCIAL REPORT ON THE FIRST HALF-YEAR TO 30 SEPTEMBER 2020.

The Clerk briefed Members on the content of the report which showed both in the Profit and Loss as well as the Budget to Actual/Variance Reports that the Council's spending was significantly underbudget and that generally the finances were in better shape than would

(Continued)

have been anticipated following a four-month lockdown. The cashflow (updated to the half-year) was also positive and depending on the intervention rate for the business interruption grant could replace most of the losses incurred. Depending on the situation over the winter and without further lockdowns cashflow would be in good shape going forwards.

Members asked questions on the capital repayments and interest on the PWLB loan. The Chair of Policy and Finance commented that he was shortly going to be meeting with the RFO and his Deputy.

914. TO GIVE THE RFO GUIDANCE ON POTENTIAL BUDGETARY INCREASES TO MITIGATE COVID-19 IN THE COMING FINANCIAL YEAR.

The Clerk briefed Members on the email received from Internal Audit about Financial Risk Assessment for the coming financial year with anticipated Covid-19 business interruptions. He commented that at a 2.5% increase to cover the loss of the remaining Council Tax Support Grant that was finishing on 31 March was necessary. If there was no expenditure on capital items in the next financial year that the budget would balance with a sum of about £37k available to assist towards underpinning any virus related losses.

Members asked about anticipated losses, and worst possible scenarios, commented on a sensible percentage of the budget being available and the need for detailed work at committee level before it came back to Full Council.

915. TO RECEIVE REPORTS ON COVID-19 SECURE AND OTHER ACTIVITIES.

The reports were accepted with comment thanking Officers for making it possible to safely reopen pavilions and particularly the Sports Hall for badminton.

916. TO AGREE A NEW COUNCIL REPRESENTATIVE FOR RAMALLEY ALLOTMENTS.

Cllr Broadhurst volunteered to be the Council's Representative for Ramalley as well as his current role for Eagle Close Allotments. Following proposal and seconding and on a show of hands this was AGREED.

917. MEMBER'S QUESTIONS

(none submitted for the Agenda).

918. DATE AND PLACE OF NEXT MEETING: 7.00PM 14 DECEMBER 2020 VIRTUALLY.

(Extraordinary meeting would probably be required to accept the External Auditor's Report in November, once received)

919. TO AGREE TO EXEMPT THE MEETING FROM PUBLIC ATTENDANCE UNDER THE PUBLIC ACCESS TO MEETINGS ACT 1960 /C2 DUE TO THE CONFIDENTIAL NATURE OF THE ITEMS TO BE DISCUSSED.

Following proposal, seconding and on a show of hands it was AGREED that the meeting was exempted from the press and public due to the confidential nature of the matters discussed.

A confidential report was commented on and RECEIVED and £10k of expenditure was AUTHORISED with oversight of spending falling under the umbrella of Audit and Risk Management/its Sub-committee.

That being the conclusion of business the meeting closed at 8.05pm.

Chairman.....