



CHINEHAM PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Monday 12th November 2018
 Time: 7.45pm
 Place: Community Rooms, Chineham Village Hall, Thornhill Way, Chineham.
 Present : Cllr. Andy Clarke Cllr. David Thornton (Chairman)
 Cllr. Les Fryer Cllr. Ginny Wright
 Cllr. Sue Fuller Sally Jackson (Clerk)
 Cllr. Kirsty Giles Julia Johnston (Asst. Clerk)

1. To receive and accept apologies for absence.

Apologies were received and accepted from Cllrs. Marian Adams, Paul Miller and Steve Oakley and from Borough Councillor Joyce Bowyer.

2. To sign as a correct record the minutes of the Full Council Meeting held on 8 October 2018.

The minutes of the Full Council meeting held on 8 October 2018 were signed as a correct record.

3. To receive declarations of interest relevant to items on the agenda.

No declarations of interest were received.

4. Public session.

No members of the public were present.

5. To receive reports from:

Borough Councillor Joyce Bowyer

No report received.

County and Borough Councillor Elaine Still

No report received.

Borough Councillor Paul Miller

No report received.

RRW

The report was received and noted (Appendix A).

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Chairman

CVHMC

Cllr. Les Fryer advised that following a number of Committee members stepping down from the Management Committee, a plea had gone out on the local community Facebook page which had resulted in five new volunteers. Cllr. Fryer informed members that the event to mark the centenary of the Armistice had gone well at the weekend.

Speedwatch Co-ordinator

The report was received and noted. Cllr. Ginny Wright requested that consideration be given to setting up a roadside initiative at the Hanmore Road end of Mattock Way subject to the relevant risk assessment undertaken by the Police. Cllr. Les Fryer mentioned some permanent Speedwatch signage that he had seen in another area and the Clerk was asked to look into this.

ACTION POINT: CLERK TO LIAISE WITH THE SPEEDWATCH CO-ORDINATOR/RESEARCH SIGNAGE**6. To receive an update on the future of the Country Watch organisation.**

Cllr. David Thornton provided members with some background information on the Country Watch organisation which had been set up to protect the Loddon & Lyde valleys. The minutes of the recent County Watch meeting were discussed and it was noted that they are seeking new members if the organisation is to continue in January 2019. It was acknowledged that if the organisation continues, there may be a conflict of interests with residents of Chineham over the potential for the A33 to be a dual carriageway and so the Parish Council's corporate membership may need to be re-considered.

7. To note the current financial situation.

The current financial situation was noted (Appendix B).

8. To authorise any requests for payment.

Cllr. Les Fryer proposed and Cllr. Sue Fuller seconded the motion and it was unanimously agreed that the items for payment shown on the list below be authorised for payment, such sums to be debited to the account of the Parish Council.

Payment Requests November 2018		
FROM	ITEM	AMOUNT
		£
Staff	Mileage - October	£5.40
Staff	Mileage - October	£17.33
Staff	Expenses – community orchard	£611.66
Staff	Expenses – allotment padlocks/keys	£10.00
Mr A. Jackson	Refund of key deposit – plot 3	£10.00

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Chairman

Mr K. Hillier	Refund of allotment deposits – plot 6	£70.00
Castle Water	Waste water service – allotment site	£155.96
Viking	Stationery	£46.78
DM Payroll Services Ltd	Payroll services – first half year 2018/19	£61.50
Aviva	Employer Pension Charge	£33.00
Aviva	Pension contributions – November	£89.43
Staff	Total salary costs for 3 members of staff	£2108.63
HMRC	Tax/NI – November	£248.52

9. To agree the Parish Council’s Risk Assessment document.

Following a discussion, Cllr. Andy Clarke proposed and Cllr. Les Fryer seconded a motion and the Parish Council’s Risk Assessment document was unanimously agreed subject to the inclusion of an item for those seats and bus shelters owned by the Parish Council.

ACTION POINT: CLERK TO INCLUDE ITEMS

10. To receive an update from the Chair of the Recreation Committee.

Cllr. Sue Fuller advised members of the following:

Commemorative seat

The unveiling of the commemorative seat at the weekend by Cllr. Elaine Still had gone very well and the Assistant Clerk was thanked for all her work in getting the seat installed.

Community Orchard

It is hoped that this will be planted sometime next week (w/c 19th November) although it may now take two people to do the planting rather than one. Some temporary information tags were circulated which will be placed on the individual trees.

Replacement Bridge – Tollhouse Meadow

The contractor has confirmed that it definitely won't be installed until the Spring as water levels are already too high for the work to be carried out later this month. The project manager at BDBC will spend the winter months working with the contractor on the final design and will liaise with us regarding the wider works to the footpath on either side which may need to be upgraded.

Busy Bees Playground

The tenders haven't gone out yet as there is still a legal hold up regarding the situation with the water discharge through the retaining wall at the rear of the site. If this persists, the project manager may take the decision to send out the tender with this as an outstanding matter to be resolved, as this will enable the Parish Council to progress with the consideration of the play area designs while BDBC waits for feedback about what they can and can't do along the rear boundary. The project manager is hoping to have the tender out by the end of November one way or another and the Parish Council will be advised of the associated dates in due course.

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Chairman

New Moat Park

No progress to report. Following a discussion on a potential figure for the budget, it was suggested that the Clerks would be seeking external funding for the bulk of this project and that a sum of £5,000 might be requested from the Parish Council budget. Amongst other sources of funding, a reference was made to the Parish & Town Council Investment Fund launched by Hampshire County Council at the recent HALC AGM attended by Cllr. Les Fryer.

11. To note the minutes of the Planning Committee Meeting held on 8 October 2018.

The minutes of the Planning Committee Meeting held on 8 October 2018 were noted.

12. To receive an update from the Chair of the Planning Committee.

Cllr. David Thornton advised members that a Supplementary Planning Document (SPD) relating to the Upper Cufaude Farm housing site had been received and that the Planning Committee was reiterating all previous concerns about the lack of infrastructure and the effects on Chineham.

13. To agree the 2019 calendar of Parish Council Meetings.

Following a discussion about the various Committees, the 2019 calendar of Parish Council Meetings was agreed.

14. To confirm the date of the next meeting of Chineham Parish Council – 10 December 2018.

The next Full Council Meeting will be held at 7.45pm on Monday 10 December 2018.

The meeting closed at 8.45pm.

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Chairman

Appendix A**October 2018 RRW monthly summary**

- Trolleys: 2 (4) (reported to Trolleywise).
- Footpath: uneven footpath around manhole cover on corner of Thornhill Way & Hanmore Road & uneven cycle path close to A33 traffic lights (reported to HCC).
- Noticeboards: these have been updated as requested.

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Chairman

Appendix B

Balance at 1 October 2018			£156,234.24
VAT reclaim			£317.76
Interest - October			£23.44
Allotment deposit - plot 11			£60.00
Allotment deposit - plot 3			£60.00
			<u>£156,695.44</u>
	DD Aviva	Employer Pension Charge	£33.00
	103253 Staff	Expenses - mileage/Sept.	£3.60
	103253 Staff	Expenses - key lock box/Parish Office	£21.77
	103254 Staff	Expenses - mileage/Sept.	£4.37
	103255 Pacific Computers Ltd	Installation of projector/screen in Community Rooms	£2,331.84
	103256 Mr I Francis	Refund of allotment deposits - plot 11	£60.00
	103257 PFK Littlejohn LLP	External Audit fee - 31/3/18	£240.00
	103258 CPRE	Annual membership renewal 18/19	£36.00
	103259 Four Lanes Community Junior School (Community Centre)	S.137 Grant	£5,500.00
	103260 Vision ICT Ltd	Website hosting/support - Dec. 18/Nov. 19	£276.00
	103261 HMRC	Tax/NI - October	£133.81
	103262 Mr A. Jackson	Refund of allotment deposits - plot 3	£60.00
	DD Aviva	Pension contributions - October	£69.87
	SO Staff	Salary - October	£782.13
	SO Staff	Salary - October	£844.23
	SO Staff	Salary - October	£101.85
			<u>£10,498.47</u>
Balance at 31 October 2018			<u>£146,196.97</u>
Business Money Manager A/C			£143,225.76
Community A/C			£2,971.21

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Chairman