

BADGER FARM PARISH COUNCIL

Minutes of the Meeting held on 14th September 2009

PRESENT:

John Godbold (Chair)
Fenella Jarvis
Will Hawthorne
Ian Tait
Daniel Phelps
Dean Upton

IN ATTENDANCE:

Martin Macpherson (Clerk)
Cllr Charlotte Bailey (HCC)
PCSO Warren Carne

APOLOGIES:

Keith Taylor
Ray Stannard
Cllr Brian Collin (WCC)
Cllr David Spender (WCC)

859. Minutes of previous meeting

The minutes of the meeting held on 13th July 2009 were **AGREED** and signed as an accurate record.

860. Reports and Recommendations from Working Parties

a) Police

PCSO WC reported on the crime figures for the last two months. There had been:

- | | | |
|-------|-----------------------------------|--|
| (i) | 1 Rowdy & Inconsiderate Behaviour | Youths in Sainsbury's car park |
| (ii) | 1 case of Theft | Car number plates – Ridgeway |
| (iii) | 3 cases of Vehicle Nuisance | Motor cycles in Bushfield Camp, Badger Farm Road and The Ridgeway |
| (iv) | 2 reports of Suspicious Persons | Male loitering in Ivy Close
3 males apparently targeting older residents in May Tree Close
offering window cleaning services |

MM reported that the next meeting of the Parish Policing Partnership Forum will be held on 21st October in the Arlebury Park Centre, Alresford at 7.30pm.

b) Open Space

DS and **CB** had had a meeting with David Taylor (WCC) and discussed:

- (i) Falcon View Ramp. The ramp had been swept and some vegetation cut back. HCC have undertaken to re-point the brickwork in the raised beds.
- (ii) Trees on the Central Kickabout behind Broad Chalke Down. A resident had complained that these trees were overgrown and blocking his light. WCC have inspected them and informed him that they disagree and no work will be undertaken.

- (iii) Trees on the verges in Broad Chalke Down. A resident had complained that these trees were overgrown and blocking his light. HCC highways have inspected them. Work will only be undertaken if they cause a hazard to traffic.
- (iv) 90 Snowdrop bulbs ordered on 27 January for Autumn planting had now arrived and were passed to **DP** for planting by **RS**. 150 Bluebell bulbs, 120 Daffodil bulbs, 100 Narcissus bulbs and 200 Crocus bulbs were still outstanding on the order.

c) Planning

MM reported that:

- (i) 3 new applications had been received:

Rances Way	Conservatory to rear
Juniper Close	Conservatory to rear

Councillor J GODBOLD declared an interest in the next item and took no further part in discussion of:

Lark Hill Rise	Two storey extension for self contained annex
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Council **AGREED** that **KT** should lead for the Council in assessing the case and filing the Parish Council response to WCC. **JG** will not be involved.

- (ii) 1 application had been approved:

Sainsburys	Relocation of recycling centre and acoustic barrier
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- (iii) No applications had been refused.

- (iv) 2 applications had been withdrawn:

May Tree Close	Conservatory to Rear
Wheatland Close	Two storey extension

d) Play Equipment

WH reported that:

- (i) Play Equipment inspections were up to date although the five-a-side goal had a hole in the net and posed a danger. **MM** reminded the meeting that the goal was not the property of the Parish Council who furthermore had no liability for insurance and personal liability since the Hampshire Youth Opportunity Fund had made the grant to the football team not the Council. (Minute 771 b) (iv) through (vi) page 563 dated 8 September 2008 refers). Lively discussion followed and Council **AGREED** that the team should be reminded that health and safety matters and issues of liability insurance and indemnity were their responsibility. In the meantime Council strongly

advised the immediate removal of the net to reduce the hazard. **DP** will action and propose a long-term solution at the next meeting.

e) Transport

MM reported that:

- (i) HCC had requested that the Council respond online to a nationwide questionnaire from National Highways and Transport. The results of the survey will identify best practice and improvement ideas and compare HCC's performance with other Authorities. **MM** will liaise with **KT** about completion.

f) Parish Website

NTR

g) Finance

MM reported that:

- (i) At the half way point of the financial year (30 September 2009) actual income & expenditure compared with budgeted income & expenditure will be:

Income				
Category	Budget to date	Actual to date	Shortfall	Surplus
Precept	13,800.00	27,600.00		13,800
Other Income	125.00	26.13	98.87	
Total Income	13,925.00	27626.13		
Expenditure				
Category	Budget to date	Actual to date	Overspend	Surplus
Business	2,150.00	3,406.12	1,256.12	
Clerk Salary	3,273.50	3,128.13		145.37
Donations	1050.00	0.00		1,050.00
Litter	751.00	628.80		122.20
Open Space	310.00	210.00		100.00
Play Equipment	693.00	445.87		247.13
Whiteshute Ridge	4,500	5,616.31	1,116.31	
Total	12,727.50	13,435.23	2,372.43	1,664.70

Income is £98.87 below predicted levels caused by low interest rates. Expenditure is £707.73 over budget caused by payment in advance of the annual insurance premium (Business). The overspend on Whiteshute

Ridge is covered by an accrual in last year's accounts. Council **AGREED** that the situation is entirely satisfactory.

- (ii) The second half Precept for 2009/10 of £13,800 was paid into the bank on 28 August 2009.
- (iii) The VAT claim for a refund of £1,085.67 for the first half of financial year 2009/10 was forwarded to Customs and Excise on 31 August 2009 and paid on 8 September.
- (iv) The Capital Deposit Account (75075466) had been closed on 31 July 2009 in accordance with the decision at Minute 849 d) page 627 dated 8 June 2009. The balance of £25,869.40 had been transferred to the Reserve Account (75019531).
- (v) The bank statements and reconciliation for July 2009 were signed by **JG**. The cleared balance on 1 August 2009 was £30,270.85. There were no uncleared cheques.
- (vi) The bank statements and reconciliation for August 2009 were signed by **JG**. The cleared balance on 1 September 2009 was £43,907.84. There were no uncleared cheques.
- (vii) He had received a response from Allianz Insurance about the reduced premium after amending the policy for the new IT equipment. It read "*Further to your recent amendment to the policy, we confirm that it is company policy that following an amendment to the policy, we do not refund or charge for premiums under £25.00 and your recent amendment resulted in a refund of £10.25.*"
- (viii) The Audit Commission had certified the 2008/09 Internal Audit on 13 August 2009. They raised no matters of concern with regard to the relevant legislation and regulatory requirements nor did they wish to draw the attention of the Council to any matter. They made no comments in Section 3 of the Annual Return.
- (ix) Notices of Conclusion of the Audit and Rights to Inspect the Annual Return were passed to **JG** for display on Notice Boards. The Balance Sheet, Income & Expenditure Account and sections 1 & 3 of the 2008/09 Annual Return had been placed on the website.

h) Community Project

DP reported that:

- (i) Responses to his questionnaire were still being received. He will now collate the findings and report to the next meeting.

i) Community Centre Lease Compliance

NTR

i) Whiteshute Ridge

MM reported that:

- (i) At the last meeting he had been tasked to investigate siting new dog bins in the approaches to the Ridge close to Plough Way and on the grass verge of Ashbarn Crescent between Charfield Close and Ivy Close. Each new bin would cost in the order of £188 (inc VAT). The cost of emptying the two additional bins would be £322.40 per year - £3.10 per bin per week. This service is VAT exempt. These additional costs have not been included in this year's budget. Council **AGREED** that the through life costs of two bins were not affordable but that the expense of one could be absorbed. **WH** and **JG** will now identify a site on the diagonal footpath from Plough Way up to the Ridge.
- (ii) A resident in Honeysuckle Close (No. 23) had requested that 2 trees on the Ridge behind her property be felled. They do not have TPO's and are an overgrown ash sapling and a very scruffy elder. Council **AGREED** that they could be removed but at the resident's expense.

k) County Council Rep

CB reported on:

- (i) Vegetation. See Minute 860 b) above.
- (ii) Gardening Support Group for the over 60's.
See www.shaw-trust.org.uk/hampshire_gardening_service
- (iii) The Culture-all Passport. See link from WCC website.
- (iv) HCC Grants. Three types:
 - (a) Community Challenge Fund
 - (b) Community Building Partnership Fund
 - (c) County Councillor GrantsSee www.hants.gov.uk/grants/cef .

l) City Council Reps

No report

m). Notice Board Rep

MM reported that:

- (i) CSS Locksmiths had successfully opened both the locked notice boards on 15 July and have now fitted new locks. Keys are currently held by the Community Centre and **JG** who will pass his set to **KT**. The purchase of

new notice boards and consequent insurance claims will therefore be unnecessary. (See Minute 855 m) (ii) Page 633).

n). Newsletter Rep

NTR

o). WDALC

MM reported that:

- (i) The AGM will be held in the Wykeham Room, Guildhall at 7.00pm on Thursday 22 October.
- (ii) The levy for 2009/10 of £20.00 is now payable.

861. Risk Assessment - Insurance

As part of the continuous Financial Management Risk Assessment, Council must consider the following issues:

- a) Assets – Check that the policy has been updated for all recent purchases and removals.
- b) Assets – Review the adequacy of Public Liability insurance cover to mitigate against the risk to third party property or individuals. The current limit of indemnity for Public Liability is £5M.
- c) Staff – Review the adequacy of the Fidelity Guarantee to mitigate against fraud by the Clerk. The current limit of indemnity on the Fidelity Guarantee is £40K.
- d) Financial Loss – Review the adequacy of the cover. Council is additionally covered for Corporate Manslaughter, employer's liability, personal accident, libel and slander and legal expenses.

Council **AGREED** that the above risks were adequately covered and **JG** signed the Risk Management Form.

862. Harrow Down – Grit Bin

A request had been received for another grit bin to be sited in Harrow Down. An extra bin would cost in the order of £504 inc VAT and is not budgeted for in this year's plan. There would be no through life costs since HCC will keep it topped up with grit. **JG** reported that he had surveyed the road and noted that an existing bin was sited within 50 metres of the steepest part of the hill at the top. Council **AGREED** that a second bin at the bottom of the hill was unnecessary given the cost and infrequent occurrence of ice and snow.

863. Correspondence

The following correspondence was discussed:

- a) The HALC AGM will be held at the Performing Arts Centre, St Swithun's School at 11.00 on Saturday 10th October. Details will be passed to **KT**.
- b) The Carroll Centre AGM will be held at 7.00pm on Wednesday 16th September.
- c) Clerk's Salary. 2009/10 pay negotiations between NJC and the Unions continue. Currently the offer is 1.00% plus a small increase in annual leave.
- d) Richard Moss Reception. A representative of the Parish Council is invited to attend the reception in Abbey House on Friday 25 September from 6.30pm. Details will be passed to **KT**.

864. Payment of Accounts

Cheque	Payee	Details	Amount	VAT
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The following payments had been approved and signed since the last meeting:

1430	CSS Locksmiths	Notice Board Locks & Keys	£ 124.73	£ 16.27
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The following payments were approved and signed:

1431	M D Macpherson	Clerk Salary & Expenses	£ 466.58	£ 5.76
1432	WCC	Dog Bin Emptying	£ 241.80	-
1433	Audit Commission	2008/09 External Audit	£ 327.75	£ 42.75
1434	WDALC	2009/10 Levy	£ 20.00	-

865. Any other business

- a) **WH** noted that residents were confused by the Bushfield Village Green Application. **CB** suggested that they contact her for clarification.
- b) **DU** noted that Neighbourhood Watch had managed to obtain some notices and new funding would not therefore be required for the time being.
- c) **DP** noted that the problem with the Elder Close garage walls had not been resolved.
- d) **FJ** noted that many of the shrubs on the estate footpaths needed cutting back.
- e) **DP** gave the meeting an update on Ray Stannard's health. The Council were delighted to hear this encouraging news and sent him their very best wishes.
- f) **IT** proposed a vote of thanks to the Clerk for his good work which the Council endorsed.
- g) There being no further business the meeting closed at 2150.

Signed

Date