

# BADGER FARM PARISH COUNCIL

## Minutes of the Meeting held on 9th November 2009

### PRESENT:

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

### IN ATTENDANCE:

Martin Macpherson (Clerk)  
Cllr Charlotte Bailey (HCC)  
Cllr Brian Collin (WCC)  
Cllr David Spender (WCC)  
PCSO Nolan

### APOLOGIES:

Keith Taylor  
Ray Stannard

### 875. Minutes of previous meeting

The minutes of the meeting held on 12<sup>th</sup> October 2009 were **AGREED** and signed as an accurate record.

### 876. Reports and Recommendations from Working Parties

#### a) Police

**PCSO Nolan** reported on the crime figures for the month. There had been:

- |     |                               |   |
|-----|-------------------------------|---|
| (i) | 1 Theft from a Vehicle        | Sainsbury's Car Park  |
|     | 2 Cases of Suspicious Persons | Rooks Down Road – House calling pretending to be lost.<br>Ivy Close - 3 males acting suspiciously in vicinity of parked cars – no offences. |

#### b) Open Space

Councillors reported on the following. All will be actioned by **DS**:

- (i) Access Road to Sainsbury – leaves on the footpath that hadn't been cleared making it extremely slippery.
- (ii) Area of severe weeds on Central Kickabout
- (iii) Dangerous steps on the Swift Close footpath that can't be seen in the dark – white paint needs renewing.
- (iv) Overgrown privately owned beach hedge in Lark Hill Rise blocks the footpath.

**MM** reported that:

- (v) **RS** had collected some volunteers for bulb planting that was now underway.

c) Planning

**MM** reported that:

- (i) 1 new application had been received:  
Wheatland Close                      Two Storey extension (Resubmission)  
Council had no objections to this development.
- (ii) No new applications had been approved.
- (iii) 1 application had been refused:  
Larkhill Rise                              Two Storey extension (Resubmission)

d) Play Equipment

**MM** reported that:

- (i) Play Equipment inspections were up to date.
- (ii) Further to the discussion about the ownership and insurance of the five-a-side goal (minute 867 d) (ii) refers) he had instructed Allianz Insurance to include the goal in the Parish Council list of assets on the policy and sought confirmation that the Public liability, Employers liability and Officials indemnity clauses in the policy will also cover the use of this new asset.
- (iii) He had checked both RoSPA and Football Association websites for safety advice on football nets. There was nothing specifically mentioned on either site. Council **AGREED** that provided the Insurance Company response was satisfactory the Parish Council would take responsibility for the goals and include them in their inspection regime.

**JG** reported that:

- (iv) Graffiti had been sprayed on the Davis Kickabout play equipment. **MM** will report to WCC

e) Transport

**MM** reported that:

- (i) The Sunday bus timetable for the E2 service had changed on 1 November.

**DS** reported that:

- (ii) He had received a complaint about the state of the bus stops. He had checked and found them satisfactory but asked Councillors to report any problems they identified.

f) Parish Website

NTR

g) Finance

**MM** reported that:

- (i) The bank statements and reconciliation for October 2009 were signed by **JG**. The cleared balance on 1 November 2009 was £42,944.37. There was one un-presented cheque to the value of £20.00.
- (ii) Further to the negotiations with NatWest about the imposition of £35 bank charges for an unpaid cheque (minute 867 g) (ii) refers), he had now received an apology from Natwest and the £35 will be re-credited to the account. (Reference: Complaint ref: 12209385 Telecon from Anna Wills – 0845 6000652).
- (iii) Expenditure remained within budget.

h) Community Project

**DP** reported that:

- (i) Responses to his survey continued to appear – he would collate for the next meeting.

i) Community Centre Lease Compliance

**MM** reported that:

- (i) He had written to the Chairman of the BF & OB RCA on 15<sup>th</sup> October pointing out that the Parish Council lease of the Community Centre to the RCA actually expired on 31<sup>st</sup> October 2017 as opposed to 2011 and suggesting that they should therefore re-lease the Surgery for a term of eight years. This would allow both leases to be simultaneously renewed in 2017 thereby saving both organisations an element of solicitor's fees in the medium term.
- (ii) The Chairman BF & OB RCA had since told **KT** that the rental agreement with the Surgery was for four years but that the lease was for sixty years. This may solve the problem in the short term but could cause problems if the RCA's solicitor remains unhappy with the problem of the sub-let.
- (iii) Since the last meeting **WH** had informed him that It had become clear at the CA Trustees Meeting on 21 October that Oliver's Battery Parish Council made a regular contribution of £500 per year towards the production costs of the Community Newsletter whilst Badger Farm PC does not contribute. Council **AGREED** that in principle it was appropriate to support the funding of the newsletter but matching Oliver's Battery's contribution would be overgenerous. **WH** will establish the actual costs involved with RCA and **MM** will propose a fair contribution after talking with OB PC.

j) Whiteshute Ridge

**MM** reported that:

- (i) Further to the dog bin discussions at the last meeting (minute 867 j) (i) refers) he had established that collection from a Ridge site would not incur exorbitant additional costs and had therefore ordered a new dog bin from WCC on 15<sup>th</sup> October. It will be sited on the footpath leading onto the Ridge from beside 48 Plough Way approximately 95 metres from the bottom where the diagonal path meets the first path on the top. The dog warden had marked the spot on 6 November and SERCO will complete the work shortly.
- (ii) He had received a call from a member of the public stating that she regularly cycled to work along the Ridge and had recently been the subject of offensive behaviour and verbal abuse from dog walkers who appeared to incorrectly believe that cycles were banned from the Ridge. She asked that the Parish Council should correct this misapprehension. Council **AGREED** that a note in the next edition of the Community Newsletter should remind Residents that the facilities of the Ridge are for the enjoyment of all.

**JG** reported that:

- (iii) Graffiti had been sprayed on one of the seats on the Ridge. **MM** will report to WCC.
- (iv) The final grass cut of the year had not yet been carried out. **MM** will chase SERCO.

k) County Council Rep

**CB** reported that:

- (i) Highways. Cutting back overgrown vegetation on verges was in hand.
- (ii) Railtrack. There will shortly be a meeting to discuss their requirement to modify many of the bridges on the Southampton line to allow larger containers to be carried by rail. This work will involve disruption in Winchester.
- (iii) M3. Consultation is about to start on which stretches of the motorway should be treated with “whisper tarmac”.
- (iv) Local Transport Plan. New consultation is on the HCC website.

l) City Council Reps

**DS** reported on:

- (i) Trees. WCC have appointed a Tree Officer (Surveys) to survey all WCC owned TPO trees with a view to rationalisation.

- (ii) Reserved land for Building. WCC had decided not to release the Pitt Manor reserved site for development because there is currently no shortage of designated land.

**BC** reported on:

- (iii) Layout of Badger Farm Rd Roundabout.
  - (iv) Requirements for improvements to Broadband speed in Badger Farm.
- m). Notice Board Rep  
NTR
- n). Newsletter Rep  
NTR
- o). WDALC  
NTR

#### **877. 2010/11 Budget & Precept**

**MM** reminded the Council of the overall financial policy that had been followed for the last few years. The aim was to maintain a Balance of approximately £10K as a contingency against unexpected expenditure. On top of this Council needed to maintain Reserves of £14.5K in accordance with the terms of the Whiteshute Ridge lease and a further £1.5K to meet their liability for the Clerk's gratuity on retirement. Any surplus should be maintained as a Large Project Fund for longer term capital expenditure.

He went on to explain that the best prediction for the end of the current financial year (2009/2010) was a total Income of £27,644 and total expenditure of £24,119 giving an in year surplus of £3,525. This translated into a gross carried forward balance at 31 March 2010 of £29,206 consisting of:

Whiteshute Ridge	£14,500
Clerk Gratuity	£ 1,449
Capital Project Fund	£ 3,257
Contingency	£10,000
Balance	£29,206

He went on to propose that in setting the budget for 2010/2011 Council should aim to maintain the Reserves at £16,171 (Whiteshute Ridge and Clerk's gratuity), maintain the contingency at £10K and attempt to increase the sum available in the medium term for capital project spend. Council **AGREED** this strategy.

Council then discussed expenditure for 2010/2011 which they **AGREED** should be capped at £26,925 as follows:

Salary	£ 6,550
--------	---------

Business Expenses	£ 4,200
Litter	£ 1,825
Open Space	£ 500
Play Equipment	£ 1,500
Whiteshute Ridge	£10,000
Donations	£ 2,100
Community Centre	£ 250
Total	£26,925

To service this plan an income of approximately £28K (Precept and Interest) will result in:

Whiteshute Ridge	£14,500
Clerk Gratuity	£ 1,671
Capital Project Fund	£ 4,110
Contingency	£10,000
Balance at 31 March 2011	£30,281

Since interest on investments is highly unlikely to exceed £100 Council unanimously **AGREED** a precept bid of £27,900 for 2010/11 representing an increase of 1.1% on this year.

#### **878. Donations**

**MM** reported that he had received the following requests for donations.

- (i) Winchester Citizens Advice Bureau. Council **AGREED** a Section 137 donation of £350.

#### **879. Letter from Resident**

**The Public were excluded whilst Council discussed this item.**

**MM** was tasked to respond to the Resident's letter.

**The Public were re-admitted on completion.**

#### **880. Appointment of Internal Auditors for 2010/11**

Internal Audit 2009/10. HALC has now set up an internal Audit Service run by Eleanor Greene (our existing internal auditor) to provide audit services for member councils. Under this proposal Badger Farm PC would expect to pay an annual fee in the order of £225 – a substantial saving on previous arrangements. Council **AGREED** that the terms were satisfactory and **JG** signed the agreement for onward transmission to HALC.

#### **881. Correspondence**

The following correspondence was discussed:

- a) There will be a two day symposium held at the Discovery Centre, Winchester on 20th and 21st November entitled "The Transition to Low Carbon: Policy Frameworks and Community Action". Details and registration form are at: [www.transitiontolowcarbon.org](http://www.transitiontolowcarbon.org).

- b) The Winchester Annual Housing Forum will take place in the Guildhall on 25<sup>th</sup> November from 9.30am until 2.00pm. No councilors are available to attend.

**880. Payment of Accounts**

<b>Cheque</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>
The following payments were approved and signed:				
1438	M D Macpherson	Clerk Salary & Expenses	£ 424.72	£ 0.00
1439	WCC	Dog Bin Emptying	£ 241.80	£ 0.00
1440	BT	Clerk Telephone	£ 43.76	£ 5.71
1441	Winchester CAB	Section 137 Donation	£ 350.00	£ 0.00

**881. Any other business**

There being no further business the meeting closed at 2132.

Signed .....

Date .....