

# BADGER FARM PARISH COUNCIL

## Minutes of the Meeting held on 10th October 2011

### PRESENT:

John Godbold (Chair)  
Fenella Jarvis (Vice Chair)  
Chrissie Sanders  
Nicola Blencowe  
Dean Upton  
Heather Nicholson

### IN ATTENDANCE:

Martin Macpherson (Clerk)  
Cllr Lynda Banister (WCC)  
Cllr Brian Laming (WCC)

### APOLOGIES:

Cllr Charlotte Bailey (HCC)  
Ian Tait  
Will Hawthorne  
PC McGaw

### 1025. Minutes of the Last Meeting

The minutes of the meeting held on 12<sup>th</sup> September 2011 were **AGREED** and signed as an accurate record.

### 1026. Reports and Recommendations from Working Parties

#### a) Police

- (i) The police were unable to attend and had again failed to send a report. **MM** will speak to PC McGaw.
- (ii) The next PACT (Partners and Communities Together) meeting will be held in the Carroll Centre on Monday 14<sup>th</sup> November at 7.00pm. This will be primarily for residents and issues relating to Stanmore, Badger Farm and Oliver's Battery. **JG** will try to attend.

#### b) Open Space

**BL** reported that:

- (i) He had toured the estate with the responsible WCC Officer and identified low hanging trees over foot paths that required attention.
- (ii) He had also pointed out trees that shrouded street lights for attention. WCC have subsequently cut them back but nowhere near far enough and many lights remain obscured.
- (iii) A survey will be conducted in the new year to identify over population of trees and shrubs.

**FJ** reported that:

- (iv) There has been considerable sapling growth around the base of the trees on the open space behind Swift Close – this needs removing.

c) Planning

**MM** reported that:

(i) The following 2 new applications had been received:

Ivy Close	Two Storey side extension
Lowden Close	Conservatory to side and rear

(ii) The following 3 applications had been approved:

Ivy Close	Replacement shed in rear garden
Harrow Down	Rear Conservatory
Lowden Close	Conservatory to side and rear

(iii) No applications had been refused:

(iv) There had been one non-material minor amendment to an application that had already been approved:

Silverwood Close	Two storey side extension - new window on gable end of extension.
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(v) The Public Inquiry associated with the appeal against WCC's refusal to permit development of the Pitt Manor site will now be held in the Guildhall commencing on 22<sup>nd</sup> November.

d) Play Equipment

**MM** reported that:

(i) All play inspections were up to date.

**JG** reported that:

(ii) He would shortly be forming a sub-committee to address the need to replace the Davis Kickabout play equipment in 2012/13. **HN, DU** and **NB** all expressed an interest.

e) Transport

**KT** had forwarded a report covering the following:

(i) As a result of the reduction of HCC funding, Stagecoach will completely revamp their bus routes from Oct 30th. The following changes will impact on Badger Farm:

(a) Route 5 will terminate in the city centre and no longer go on to Winnal or Tesco. They will continue to run every 10 minutes during the day however, in the evenings, the last two services to Badger Farm will be at 2005 and 2105. Sunday services are half-hourly. The Olivers Battery service is discontinued.

- (b) Route 1 will run to Winnal and Tesco but no longer go to Harestock. Timings to Stanmore are the same as before, but inbound services will now stop at the rail station and City Road but not the library. The last evening services to Badger Farm will be at 1935 and 2035. Sunday services will run hourly.
  - (c) Route 2 to Sainsburys will be discontinued although HCC may introduce a new (minimal) service.
  - (d) Other route changes include the Petersfield (67) and the Southampton General Hospital (46) service becoming two hourly. Sunday services disappear on routes 69 to Fareham and 86 to Basingstoke.
  - (e) BlueStar have announced changes to the E1/2/3 services (effective Oct 23rd); the service to Winchester is reduced to one hourly service via the E2 route in Winchester, but then alternating through Twyford and Otterbourne. There is no service on Sundays, and the E3 service is discontinued.
- (ii) On the trains:
- (a) South-West trains have introduced an off-peak first class return ticket to London at £52 compared with the standard class £30. Railcards may be used with these fares, however, at weekends it is always cheaper to buy a "weekend first" upgrade on the standard class ticket for £5 each way.
  - (b) South West Trains have also introduced a "leaf-fall" timetable with some minor changes in train times.

f) Communications

**DU** reported that:

- (i) He would present his revamped website to the next meeting.
- (ii) He and **BL** were making progress with the provision of WiFi for the Community Centre.

g) Finance

**MM** reported that:

- (i) At the end of the second quarter of the financial year (30 September 2011) actual income & expenditure compared with budgeted income & expenditure was:

Income				
Category	Budget to date	Actual to date	Shortfall	Surplus

Precept	13,950	27,900		13,950
Other Income	703	961		258
<b>Total Income</b>	<b>14,653</b>	<b>28,861</b>		<b>14,208</b>
<b>Expenditure</b>				
Category	Budget to date	Actual to date	Overspend	Underspend
Business	2,387	3,162	775	
Clerk Salary	3,201	3,231	30	
Donations	1,050	100		950
Litter	977	1430	453	
Open Space	335	0		335
Play Equipment	1,435	733		702
Whiteshute Ridge	3,555	1,617		1,937
<b>Total</b>	<b>12,940</b>	<b>10,273</b>		<b>2,666</b>

Income is £14,208 higher than predicted caused by the early payment of the second half precept and payment of an unbudgeted sum of £955 from S & SE. Expenditure is £2,666 under budget, mainly caused by provision in the budget for tree survey and felling later in the year and for donations in the second half.

Council **AGREED** that this situation is entirely satisfactory.

- (ii) The cleared bank balance on 30 September 2011 was £57,341.20. There were no un-cleared cheques. The bank statements and reconciliation for September 2011 were signed by **JG**.
  - (iii) The VAT claim for £641.00 for the period 1 April to 31 August 2011 was paid into the bank by HM R & C on 16 September 2011.
  - (iv) The second half Precept for £13,950 was paid into the bank account by WCC on 16 September 2011.
  - (v) The annual return for 2010/11 had been approved by the Audit Commission on 23 September 2011. 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.
  - (vii) 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 2010/11 Annual Return have been placed on the website.
- h) Parish Proposals and Action Grid

**MM** reported that:

- (i) On 26 September he had ordered an Aubade Picnic Table from Marshalls Street Furniture Ltd at a cost of £966 plus VAT. It will be delivered to the Bar End Depot for Dave Brockway on 28 October. He had accepted the original SERCO quote of £772 + VAT to move the old bench and site the new wooden picnic table and bench; it will be undertaken by Landscape services. The total cost will be slightly greater than the original £1,500 budget. Council **AGREED** that this is satisfactory.

**JG** reported that:

- (ii) He continues to investigate the provision of a commemorative plaque for the new seat.

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

**MM** reported that:

- (i) He had agreed a contract with David Denby to replace SERCO as the contractor responsible for the annual tree survey at a cost of £700. This represents a saving of £217 on last year's costs.
- (ii) SERCO had informed him that they did not intend to honour the outstanding elements of their contract on the Ridge. **MM** will take advice on how to proceed.

**BL** reported that:

- (iii) He had again been in touch with Sparsholt College who will visit the site in the next few days and advise on the recommended plant mix for the hawthorn hedge shortly.

k) County Council Rep

**CB** was unable to attend and there was no report.

l) City Council Reps

**BL** reported on the following:

- (i) Street Lamps. Modifications have been made to some lights.
- (ii) Travellers. WCC Legal Department are in touch with the Church Commissioners' agents.
- (iii) Waste Collection. New arrangements have been promulgated to households by the new contractor – Biffa.
- (iv) Traffic levels on Badger Farm Road.

**LB** reported on:

(v) Winchester Dial-a-Ride. Now available to all – 01962 852602

In subsequent discussion members of the Council unanimously voiced their heartfelt opposition to WCC's intention to dispense with 500 car parking slots in the city. **LB** undertook "to represent all opinions expressed from residents in her ward, regardless of whether she agreed with them or not".

m). Notice Board Rep

NTR

n). Newsletter Rep

NTR

o). WDALC

NTR

### **1027. Risk Assessment - Insurance**

As part of the continuous Financial Management Risk Assessment, Council considered 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. This element was considered inadequate during the 2010/11 internal audit. The limit of indemnity on the Fidelity Guarantee has now been increased to £40K.
- d) Financial Loss – Review the adequacy of the cover. Current cover is for £250,000. 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.

### **1028. Correspondence**

The following correspondence was discussed:

- a) An invitation from the Winchester District Neighbourhood Mediation Service AGM on Monday 24<sup>th</sup> October at 7.00pm at Bradbury House, Durngate, Winchester. No councillors are available to attend.
- b) Hampshire Libraries. As part of the drive to save £1.2m from its 2012/13 budget HCC intend to close Stanmore Library unless volunteer organisations can propose and agree a “no cost” way ahead by June 2012.
- c) The Queen’s Diamond Jubilee Beacons. Parish Councils have been invited to register interest in being one of the 2,012 beacons / bonfires to be lit on Monday 4<sup>th</sup> June 2012. Councillors AGREED that Badger Farm should register interest. **MM** to action.

**1029. Payment of Accounts**

The following payments were approved and signed at this meeting:

1540	M D Macpherson	Clerk Salary (September)	£ 446.00	-
1541	WCC	Dog Bin Emptying	£ 455.00	-
1542	HM R & C	2 <sup>nd</sup> Quarter PAYE	£ 320.80	-
1543	SERCO	Play Area Inspections	£ 200.34	£ 33.39

**1030. Any other business**

There being no further business the meeting closed at 2120.

Signed

Date