

# **GREATHAM PARISH COUNCIL**

## **Minutes of the Meeting held on 2nd October 2006**

### **PRESENT:**

Mr D Jerrard (Chair)  
Mr A Bridgman (AB)  
Mr P Lerner  
Mr G Davis  
Mr M Chennell  
Mr A Booton (AJB)

### **IN ATTENDANCE:**

M Macpherson (Locum Clerk)  
12 members of the Public

### **05.213 Apologies for Absence**

Apologies for absence were presented on behalf of Councillor Evans and Councillor Michael Cartwright (HCC).

### **05.214 Open Session**

A fifteen minute period was allocated for questions from the public. Mrs Cheesman asked when the road markings outside the school would be attended to. **AJB** replied that work had been delayed until the "Autumn Term" and added that building work would start in the school in about six weeks.

### **05.215 Minutes of previous meeting**

The minutes of the meeting held on 4th September 2006 were **AGREED** with two minor amendments. It was proposed by **GD** and seconded by **PL** that the minutes be approved. This was carried and the minutes were signed as an accurate record.

### **05.216 Chairman's Announcements**

The Chairman opened the meeting by introducing the new locum clerk and went on to give notice of prejudicial interest in Agenda Item 17 (Complaint). No other interests were declared.

### **05.217 Matters Arising**

Item 05.201(h). **AB** questioned whether the Village Hall Indemnity Insurance covered the fireworks and whether a donation was therefore necessary. Mr A Cheesman explained that the policy did not cover this aspect and in previous years the cost had been covered by the Chair of GVEC. Council confirmed the resolution to donate £500 to GVEC; one Councillor dissented.

## **05.218      Review of Action Lists**

The Action List was reviewed. The following items were reported as complete: 06/001, 06/008, 06/017, 06/019, 06/020, 06/022, 06/023, 06/026, 06/027, 06/028, 06/031. The Action List will be updated by the Clerk and reissued with Council papers prior to the November Meeting.

## **05.219      Correspondence**

The following correspondence was circulated and discussed:

- a) EHDC 21/09/2006. Chairman of EHDC (Councillor Dutton) will be unable to attend any future Parish Meetings since they clash with DC meetings.
- b) HCC 15/9/2006 - Minerals and Waste Development Framework
- c) HCC 11/9/2006 re "Planning Hampshire's Future" and draft SE Plan
- d) EHDC 1/09/2006. An amendment to the Register of Electors 2005/2006 had been received.
- e) Whitehill and Bordon CAB 6/09/2006 re Grant for Year 2006/2007. Council had already agreed a grant of £250. A Grant Application for 2007/2008 This application will be included in the 07/08 budget.
- g) A circular from Hampshire Constabulary 11/09/2006.
- h) Circular mailings from HAPTC.
- g) Invitation to a lecture on new playground safety standards. No Councillors will be able to attend.
- i) Letter from Daryl Phillips, Head of Planning EHDC, about application F26495/006.

## **05.220      Parish Clerk**

- a) Final Salary payments to Mrs Wicking. Council approved payment of her final salary request for the month of September. See also Item 05.230(a) below.
- b) Locum Clerk. It was proposed by **AB** and seconded by **PL** that Mr M D Macpherson continues as locum clerk on an ad-hoc basis for the time being. Council **AGREED**. **MM** will make proposals to the Chairman about terms of employment for subsequent approval by Council.
- c) Recruitment of New Clerk. **MM** will produce a draft job specification and advertisement for a new Clerk after discussion with the Chairman. The draft will be put before Council at the November meeting.

## 05.221 Financial Matters

**PL** reported that:

- a) The bank balance remained healthy and expenditure remained within budget. The reconciliations for the Current Account, Reserve Account and Old Church Reserve Account dated 2 October 2006 were signed by the Chairman.
- b) The change of address form from the bank had been received and the relevant Councillors signed it. **PL** will forward the completed form to the bank.
- c) Payment of Accounts. The following payments were approved and signed:

<b>Cheque</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>
0454	Mrs T Wicking	Clerk Salary	£ 172.90	-
0455	Playsafety Ltd	Risk Assessment	£ 252.63	£37.63
0456	GVEC	Donation – Bonfire Party	£ 500.00	-
0457	Whitehill CAB	Donation	£ 250.00	-
0458	Fair Account	Audit	£ 350.00	-
0459	Mrs T Wickling	Clerk – Holiday Pay	£ 85.00	-

## 05.222 2005/06 Audit/Annual Return

The Chairman informed the meeting of the successful completion of the internal audit and the following were approved:

- a) The Audit Report & Risk Assessment prepared by the Internal Auditor was accepted by the Council and signed by **PL** as the acting RFO.
- b) The Statement of Accounts. These had been signed by **AB** and **DJ** on 4 September under Minute 05.202(c).
- c) The Statement of Assurance. This was proposed by **GD** and seconded by **MB**. Approved by Council and signed by the Chairman and Clerk.
- d) The Advertisement of Completion of the Audit will be passed to the Chairman by the Clerk for public display between 5 October and 6 November 2006.

The Chairman proposed a vote of thanks to **PL** for acting as RFO during the audit and to Mr Paul Reynolds, the Internal Auditor. Agreed.

## 05.223 Budget 2007/2008

**PL** presented a first draft budget for 2007/08. This was circulated to Councillors who were asked to comment on the proposals at the November meeting. In particular the Chairman sought their views on projects for next year and proposals for expenditure. The budget set at the November meeting will form the basis of the Precept bid to be agreed at the December meeting.

#### **05.224 Planning Matters**

- a) Minutes of last Planning Meeting. Item 5b – the application for the Greatham Inn illuminated sign had been referred to the full Council. Council debated the issue, heard representations from the public and **AGREED** to support the application. **Clerk** to action.
- b) F.24695/006/FUL/LL – Greatham Inn 4 houses landscaping. Planning committee discussions are ongoing. Action **DJ** and **AB** will continue to chase Daryl Phillips for a meeting and for a proper response from Julia Mansi.
- c) F.27086/020 West Fork, Farnham Road, Liss – Appeal. It was **AGREED** to refer discussion on this application to the Planning Committee meeting on 17 October.
- d) New Application 11 Todmore. Council **AGREED** that **AB** should visit the site before further discussion.

#### **05.225 Reports from County & District Councillors**

There were no reports from either Councillor.

#### **05.226 Strimmer**

- a) **MC** passed the serial number of the strimmer to **PL** for inclusion in the Asset Register.
- b) After discussion Council **AGREED** to retain the strimmer rather than sell it since it was a useful tool for use in the community and was likely to have a low second hand value. It was also **AGREED** that the strimmer would be stored by Councillor Booton.

#### **05.227 Playground**

- a) The Chairman deferred discussion about the RoSPA Inspection, the future of the Playground Committee and new arrangements for Playground inspections until the November Meeting.
- b) Drainage. Three quotations have been obtained to resolve the drainage problem. There remains some debate about whether a prudent course of action is to define an engineering solution first before seeking quotes for implementation. **AJB** will review the quotes and report to the next meeting.

#### **05.228 Bins & Bus Shelters**

- a) The Chairman will formally accept the quote for the 6 new panels to refurbish the shelter.
- b) The six new litter bins purchased in May need to be sited. **MC** and **AJB** will erect.

- c) **GD** proposed and **AJB** seconded that the purchase of doggie bins at £110 each should not be pursued. Council **AGREED**.

**05.229 Old Church**

The Chairman summed up the relationship between the Old Church Committee and the Parish Council. He re-iterated that as Trustees the Parish Council had to ensure that:

- a) Services charged to the Committee were not provided by members of that Committee.
- b) The Old Church Committee must legally act as a sub-committee of the Parish Council.

Various options for resolution were discussed but the Chairman ruled that the matter should be resolved by the Old Church Committee forming proposals for the PC at their next meeting.

**05.230 Exempt Session – Former Clerk’s Remuneration**

The Chairman led discussions about how much holiday pay the former Clerk should receive following her resignation. Council **AGREED** to make a full and final payment of £85. It was also resolved that the Chairman would write to Mrs Wicking enclosing the due payment.

**05.231 Exempt Session - Complaint about a Councillor**

The Chairman, having declared an interest in this item, left the meeting. The Vice Chairman led the discussion and Council **AGREED** that since Mr Evans had not responded to previous ultimatums the matter should be referred to the Standards Board.

**05.232 Any Other Business**

There being no other business the meeting closed at 2237.

**05.233 Date & Time of Next Meeting**

The next meeting will take place in the Village Hall at 1930 on Monday 6<sup>th</sup> November 2006.

Signed .....

Date .....