

BADGER FARM PARISH COUNCIL

Minutes of the Meeting held on 14th June 2010

PRESENT:

John Godbold (Chair)
Fenella Jarvis (Vice Chair)
Keith Taylor
Daniel Phelps
Dean Upton
Ian Tait

IN ATTENDANCE:

Martin Macpherson (Clerk)
Cllr Charlotte Bailey (HCC)
PCSO Warren Carne
Heather Nicholson
Nicola Blencowe

APOLOGIES:

Ray Stannard
Will Hawthorne
Cllr Lynda Banister (WCC)
Cllr David Spender (WCC)

925. Minutes of the Last Meeting

The minutes of the meeting held on 10th May 2010 were **AGREED** and signed as an accurate record.

926. Reports and Recommendations from Working Parties

a) Police

- (i) PCSO **WC** reported on the monthly crime figures. There had been
- | | |
|----------------|--|
| May Tree Close | Garage door tampered with. Nothing stolen. |
| Lowden Close | Criminal damage to a car aerial |

DU reported that:

- (ii) **WC** had provided new Neighbourhood Watch Scheme posters for Silverwood Close and recorded his thanks.
- (iii) Emma Smith (Neighbourhood Watch Co-ordinator) had attended the most recent PACT meeting on behalf of BFPC. The following had been discussed:
- (a) Priorities for Badger Farm remain: 1. Anti-social behaviour. 2. Parking. 3. Speeding.
- (b) Anti-social behaviour. 2 campaigns have been put in place which are
- “Open Spaces Campaign.” Dedicated patrols on Friday and Saturday nights to known hot spots.
- “Anti-Social Summer Campaign”. June to September extra officers on patrol to engage with younger people.
- (c) Parking and Speeding. Encourage residents to continue reporting.

f) Parish Website

MM reported that:

- (i) The website had been updated to reflect the change of Chairman and Councillor's responsibilities.
- (ii) At the last meeting **KT** had asked if we knew how many "hits" had been recorded on the website (Minute 919 f) page 686 refers). The figures for 2009 are:

5,015 unique visitors made 8,332 visits. There were 70,361 "hits" during the year.

Figures for the first three months of 2010 are:

1,780 unique visitors made 2,813 visits with 26,078 "hits"

g) Finance

MM reported that:

- (i) At the end of the first quarter of the financial year (30 June 2010) actual income & expenditure compared with budgeted income & expenditure is predicted to be:

Income				
Category	Budget to date	Actual to date	Shortfall	Surplus
Precept	6,975	6,975		
Other Income	9	0	9	
Total Income	6,984	6,975	9	
Expenditure				
Category	Budget to date	Actual to date	Overspend	Surplus
Business	1,050	2,768	1,718	
Clerk Salary	1,638	1,628		10
Donations	525	0		525
Litter	456	863	407	
Open Space	126	0		126
Play Equipment	375	562	187	
Whiteshute Ridge	2,500	0		2,500
Total	6,670	5,821	2,312	3,161

The net Surplus is therefore £849. There are two major contributors to this figure. £2,500 earmarked for tree felling on Whiteshute Ridge has not yet been called forward whilst the annual insurance premium of £2,011 has already been paid. Council **AGREED** that the situation at the end of the first quarter is entirely satisfactory.

- (ii) The cleared balance on 1 June 2010 was £ 43,765.60. There were no un-presented cheques. The bank statements and reconciliation for May 2010 were signed by **JG**.
- (iii) The completed Audit Return and supporting papers for 2009/2010 had been forwarded to District Audit, Plymouth on 13 May 2010.
- (iv) The Notice of Electors Rights and invitation to inspect the supporting documents for the 2009/2010 Audit had been placed on Parish notice boards on 15 May inviting inspection between 24 May and 23 June.
- (v) **DU, JG, FJ & MM** signed new Bank mandates removing **KT** from the list of authorised signatories and adding **DU**. The completed forms will be passed to Natwest by **DU** when providing proof of identity.
- (vi) BFPC had received a tax-free incentive payment of £75.01 for filing tax returns online. This credit will be deducted from the first quarter 2010/2011 PAYE and NIC payment.
- (vii) HM R & C were informed on 13 May that in future Employer tax related matters should be passed to **JG** on his becoming the Chairman.

h) Community Project

JT reported that:

- (i) Since this standing agenda item is rarely used he wished to replace it with a monthly review of the Parish Proposals and Actions Grid (PPAG). This will be implemented for the next meeting.

DP proposed that:

- (ii) A “Clean-Up Day” once a year accompanied by picnic, or some such event, might be a way of fostering community spirit. Council **AGREED** and the item will be placed on the PPAG for further consideration.

i) Community Centre Lease Compliance

- (i) Following discussion at the last meeting (Minute 920 i) (ii) Page 686 refers) **WH** should check that the Community Centre is properly insured in accordance with the terms of the lease. **WH** action.

j) Whiteshute Ridge

MM reported that:

- (i) A resident had suggested that there was Japanese Knotweed on the path from Lowden Close up to the Ridge and on the Clarendon Way. **JG** and **MM** had been unable to identify it. The situation will be monitored.

- (ii) Whiteshute Lane had been cut back and strimmed, presumably by HCC or WCC, to improve access along the BOAT.

k) County Council Rep

CB reported on:

- (i) Highways Issues. She had inspected the damaged verge on Barley Down Drive with Ron Isley (HCC).
- (ii) Park & Ride (S). She had sought users' views for presentation to WCC.
- (iii) Pitt Manor. HCC had objected to planning application and amendments on highway access grounds.
- (iv) Domestic Abuse. HCC's new website has been launched.
- (v) Older Peoples Wellbeing. HCC "trigger tool" contains list of contact details of a range of agencies and organisations.

l) City Council Reps

Neither **DS** or **LB** were able to attend but had reported on:

- (i) Open Space (see Minute 926 b) (i) Page 690 above).
- (ii) May Tree Close garage blocks. **LB** is investigating options for the removal of rubbish.

m). Notice Board Rep

JG reported that:

- (i) He had tidied up the boards and in future would post routine notices monthly. The deadline for receipt of notices for posting will be the last Monday of each month

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 24th June. **JG** will try to attend.

927. Parish Proposal and Action Grid

MM reported on the Action Grid. He stated that:

- (i) He had incorporated the changes agreed at the last meeting.

After discussion Council **AGREED** that:

- (ii) In future two proposals for investigation and implementation should be brought forward concurrently. One of these should come from the current A and B list, eg items that can be progressed comparatively easily, and one from the C and D list, more difficult.
- (iii) When taking items forward Council will nominate a sponsoring Councillor who will be responsible for leading the issue and actioning decisions.
- (iv) **MM** should now seek Councillor's nominations for prioritising the list by email.
- (v) Once the grid has been prioritised it should be published on the website.

928. Bench Seats

MM reported that this item was No. A.1 on the Action Grid Version 1.1 dated 10 May 2010.

- a) The Council currently owns 8 bench seats valued for insurance purposes at £10,441.
- b) They are sited as follows:
 - (i) 3 on Whiteshute Ridge
 - (ii) 2 on Davis Kickabout
 - (iii) 3 on Central Kickabout

Council **AGREED** that in principle there was merit in the suggestion to provide further seating and that it should be taken forward as follows:

- (iv) The item should be sponsored by **JG** and **DU** who should review the options, including the provision of picnic tables, identify the need, propose possible locations and establish rough order costs within a budget of about £1,500.

929. Biodiversity Grant

FJ reported that:

- a) She had attended the HCC sponsored meeting on biodiversity grants at Littleton Village Hall on 25 May.
- b) Whiteshute Ridge is listed as a Site of Importance for Nature Conservation (SINC) and BFPC are therefore able to bid for matched funding for either a one-off capital project or on-going maintenance.
- c) The total sum available is £15,000 this year. 53 parishes are entitled to bid.
- d) The bid process (including approval) must be completed by 31 March 2011.

Council **AGREED** that as a first step **MM** should discuss the conditions of the grant with HCC.

930. Correspondence

The following correspondence was discussed:

- a) The BF & OB RCA AGM will be held in the Community Centre on Wednesday 21 July at 8.00pm. **WH** will be asked to attend.

930. Payment of Accounts

The following payments were approved and signed:

Cheque	Payee	Details	Amount	VAT
1468	M D Macpherson	Clerk Salary & Expenses	£ 421.53	-
1469	Aon Ltd	Insurance Premium	£ 2,011.12	-

931. Any other business

DP reported that:

- a) A house in Harrow Down that had been empty for over a year was degenerating into a semi derelict state and was extremely unsightly. **IT** will take advice from WCC about possible options for the Parish Council to address this.
- b) There being no further business the meeting closed at 2135.

Signed

Date