

# BADGER FARM PARISH COUNCIL

## Minutes of the Meeting held on 9th May 2011

### PRESENT:

John Godbold (Chair)  
Fenella Jarvis (Vice Chair)  
Ian Tait  
Dean Upton  
Will Hawthorne  
Nicola Blencowe  
Heather Nicholson

### IN ATTENDANCE:

Cllr Brian Laming (WCC)  
Cllr Lynda Banister (WCC)

### APOLOGIES:

Martin Macpherson (Clerk)  
Cllr Charlotte Bailey (HCC)  
Chrissie Sanders  
PS Chris Hills

### 1001. Appointment of Chair

**FJ** proposed **John Godbold** as Chairman and this was seconded by **DU** and unanimously agreed by those present. **JG** completed the Declaration of Acceptance, which was countersigned by the Clerk and placed on file.

### 1002. Appointment of Vice Chair

**HN** proposed **Fenella Jarvis** as Vice Chairman and this was seconded by **NB** and unanimously agreed by those present. **FJ** completed the Declaration of Acceptance, which was countersigned by the Clerk and placed on file.

### 1003. Minutes of the Last Meeting

The minutes of the meeting held on 11<sup>th</sup> April 2011 were **AGREED** and signed as an accurate record.

### 1004. Appointment of Members to Working Parties

Members agreed the following appointments to Working Parties:

- a) Open Space
- b) Play Equipment Will Hawthorne, John Godbold
- c) Planning Fenella Jarvis, John Godbold, Ian Tate (Technical Advisor)
- d) Transport Keith Taylor
- e) Community Projects as required
- f) Finance John Godbold and the RFO (Clerk)
- g) Community Centre Lease Compliance  
John Godbold

- h) Whiteshute Ridge                      Martin Macpherson
- i) Police                                      Dean Upton
- j) Noticeboard Rep                      John Godbold
- k) WDALC                                      John Godbold

**1005. Reports and Recommendations from Working Parties**

a) Police

**MM** had reported that:

- (i) PS Chris Hills is now the Sergeant for the southern Parishes of Winchester, namely Colden Common, Twyford, Hursley, Otterbourne, Compton and Shawford, Badger Farm, Olivers Battery and also areas of Stanmore and St Cross.
- (ii) The main issues discussed at the Parish Policing Partnership forum on 30 March were shed burglaries, cycle thefts and theft from vehicles at Farley Mount. Other issues include metal thefts and anti social behaviour in the Stanmore and St Cross area.
- (iii) There was no report on the monthly crime figures.
- (iv) Neighbourhood Watch. Leanne Wheeler would like to get involved in promoting new schemes in the area.

b) Open Space

**MM** reported that:

- (i) He had emailed David Taylor (WCC) about the undergrowth and rubbish between the boundary fences at the back of Lowden Close and the Open Space on the Davis Kickabout asking him to get it cleared and tidied up. This was in response to the complaint from a resident at No 78 Lowden Close.

**BL** had reported by email that:

- (ii) He had reported this same problem and had been assured that the Open Space Team would visit and investigate.

c) Planning

**MM** reported that:

- (i) 1 new application had been received:

Falcon View

2 Storey Side Extension

(ii) 1 application had been approved:

Broad Chalke Down                      Conservatory to rear

(iii) No applications had been refused.

d) Play Equipment

**MM** reported that:

(i) All play inspections were up to date.

**WH** reported that:

(ii) Parts of the safety surfacing on the Central Kickabout were in danger of collapse causing a trip hazard. **MM** to contact SERCO to arrange remedial work.

(iii) Council discussed the replacement of the play equipment on the Davis Kickabout and identified the need for some form of grant aid to defray the substantial costs.

e) Transport

**KT** had forwarded a report:

(i) He had responded to a questionnaire from HCC about the future of the E1, E2 and E3 bus services concerning alternative possible routes.

f) Parish Website

**DU** reported that:

(i) He had investigated options for a new parish website and Council should now investigate buying a domain name. He also agreed to host the site on his servers and build the necessary infrastructure but highlighted that he would need assistance from members for site upkeep. He will make further proposals at the next meeting.

(ii) Council **AGREED** that this standing agenda item should be renamed "Communications" in future.

g) Finance

**MM** reported that:

(i) Expenditure remained within budget.

- (ii) The cleared bank balance on 30 April 2011 was £50,685.29. There were no un-cleared cheques. The bank statements and reconciliation for April 2011 were signed by **JG**.
- (iii) The 2010/11 End of Year Employer Tax Return (P35) had been filed online on 16 April 2011.
- (iv) He had written to Aon Insurance requesting that the three new grit bins and one new dog bin purchased during the last year be added to the Council's policy for theft and damage.

h) Parish Proposals and Action Grid

**JG** reported that:

- (i) He had received quotes for the new picnic table on Whiteshute Ridge and will now talk to SERCO about installing it.
- (ii) He will publish the new grid before the next meeting.

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

**MM** reported that:

- (i) At the last meeting **MM** was tasked to write to S & SE in order to formally establish liability for the damage to the hedge. This was done on 14 April seeking an admission of liability and an agreement to pay for:
  - a) Digging a bund 140 metres long at a cost of £572.00
  - b) Filling in the bund on completion of b) above – a further £500
  - c) Purchase of hedge plants
  - d) Planting of replacement hedge
- (ii) In response to the above letter James Flood of S & SE had rung him and arranged a site meeting that took place on the afternoon of 3 May. At this meeting Flood attempted to suggest that since **MM** had signed the Landowner Consent Form S & SE had no liability. **MM** had strongly refuted this suggestion and pointed out that the form only authorized "3 metre clearance and 4 year growth cycle". The hedge that had been destroyed lay considerably more than these distances from the power cables. James Flood undertook to seek guidance from his superiors as to whether S & SE should accept liability and to inform **MM** by the end of the week.

k) County Council Rep

**CB** had forwarded a written report on the following:

- (i) Highways. She was concerned about the proposal to construct a new pavement from MayTree Close to Badger Farm Road.
- (ii) Top Dressing. Badger Farm Road had now been treated.
- (iii) Barton Farm. The result of the appeal hearing will be known by 18 August.
- (iv) Pitt Manor. A further planning submission is likely in due course.
- (v) Crossing Person. HCC is unable to find anyone for Badger Farm Road.
- (vi) Walk to School Week will take place from 16<sup>th</sup> May.

l) City Council Reps

**BL** reported on:

- (i) He had reported the overgrowth behind Lowden Close to WCC. See minute 1005 b) (i) above.
- (ii) Rances Way. Hedge clippings had been tipped on the footpath.
- (iii) Motor bikes and mini bikes
- (iv) He was awaiting a response from Sparsholt. See minute 1005 j) (iii) above.
- (v) He continues to receive complaints about the fish and chip van legally trading in Badger Farm.

m). Notice Board Rep

NTR

n). Newsletter Rep

NTR

o). WDALC

NTR

## **1006. 2010/2011 Audited Accounts**

**MM** reported that:

- a) The internal audit for 2010/11 had been conducted by Mr Nicholas Caiger and completed on 14 April 2011. No problems had been identified. Copies of the Balance Sheet and Income & Expenditure Account at 31 March 2011 had already been circulated and remained unchanged. He summarised the "Significant Variances" return and the "Supporting Statement".

- b) The Accounts for the year ending 31 March 2011 and the Statement of Assurance were **APPROVED** by Council. The Balance Sheet, Income and Expenditure Account, Asset Register, Supporting Statement and Explanation of Variance (including the Reconciliation of Statement of Accounts) were signed by **JG** and **MM** prior to their being forwarded to District Audit in Bolton.
- c) The Annual Governance Statement was **APPROVED** by Council.
- d) The Auditor stated in his report that: "The only matter I wish to raise this year is that of Fidelity Insurance which covers the Council from loss of money, securities, or inventory resulting from crime. Common Fidelity claims allege employee dishonesty, embezzlement, forgery, robbery, safe burglary, computer fraud, wire transfer fraud, counterfeiting, and other criminal acts. You currently have Fidelity Insurance cover up to £2,000 (see AON policy 11/AC/05276185/06 Section 1 (d) on page 4). However, you had £38,730.09 in the bank at 31 March 2011. I recommend you increase the level of cover to such sum as would exceed the maximum amount of money held by the Council during the year (say £100,000); this should be incorporated into the new policy commencing 1 June 2011". Council **AGREED** that although this is a valid criticism for last financial year the 2011/12 cover has increased the Fidelity indemnity element to £40,000, this is considered adequate and therefore no further action is required.
- e) The Auditor's summary comment was "I thought that your records were in very good order" and "I am pleased to see that you considered the points I made last year and have taken appropriate action".

#### 1007. Dog Bin on the Ridgeway

A resident had contacted WCC suggesting that a dog waste bin be placed halfway along the Ridgeway where the footpath drops down behind the trees. Council **AGREED** to review possible sites and the state of the footpath before taking a decision at the next meeting. Council did not support **LB**'s suggestion that residents should be encouraged to use the ordinary litter bins because of the proximity of the bus stop.

#### 1008. Correspondence

The following correspondence was discussed:

- a) **MM** had been informally told that Serco has lost its contract with WCC as from 31 September 2011. This may well have implications for BFPC contracts with SERCO particularly on Whiteshute Ridge.
- b) BF & OB RCA have increased the hire charge for the use of the meeting room to £21.68 (2%) per meeting from 1 June. **MM** has amended the Standing Order with the Natwest.

#### 1009. Payment of Accounts

The following payments were approved and signed:

1516	M D Macpherson	Clerk Salary (Apr)	£ 438.90	£ 1.85
1517	SERCO	WSR – Dig Bund	£ 687.48	£ 114.58
1518	SERCO	Litter Collection	£ 416.21	£ 69.37
1519	SERCO	Litter Collection	£ 208.10	£ 34.68

1520	BT	Clerk Telephone	£ 51.81	£ 7.86
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**1010. Any other business**

It was unanimously **AGREED** that an honorarium of £300 should be paid to the Clerk, Martin Macpherson, in recognition of his excellent service to BFPC. This sum will be added to his personal gratuity scheme. All members joined the Chairman in thanking **MM** for his efforts on their behalf.

There being no further business the meeting closed at 2130.

Signed

Date