

# BADGER FARM PARISH COUNCIL

## Minutes of the Meeting held on 8th July 2013

### PRESENT:

John Godbold (Chair)  
Will Hawthorne (Vice Chair)  
Chrissie Sanders  
Fenella Jarvis

### IN ATTENDANCE:

Martin Macpherson (Clerk)  
Julie Lacey

### APOLOGIES:

Dean Upton  
Heather Nicholson  
Cllr Phil Bailey (HCC)  
Cllr Brian Laming (WCC)  
Cllr Lynda Banister (WCC)  
PC Gareth McGaw

### 1157. Minutes of the Last Meeting

The minutes of the meeting held on 10<sup>th</sup> June 2013 were **AGREED** and signed by **JG** as an accurate record.

### 1158. Reports and Recommendations from Working Parties

#### a) Police

The following crime reports have been made since the beginning of April:

#### Anti Social Behaviour

Sainsbury's	Two youths arrested for climbing on the roof of Sainsbury's
Doctors Surgery	Unknown individuals climbing on the roof of the surgery
May Tree Close	Stone throwing – One broken window

#### Burglary

May Tree Close	2 Dirt Bikes & 1 Quad bike stolen from garage
Falcon View	1 Push Bike stolen from garage
Wren Close	2 Push Bikes stolen from garage
Lowden Close	1 Push Bike & 1 "X" box stolen from garage

Two males have been arrested for the above burglaries.

#### Theft

Wheatland Close	Plant pots stolen from outside a property
Broad Chalk Down	Plant pots stolen from outside a property

#### b) Open Space

Councillors reported that:

- (i) A silver birch tree opposite 24/25 Plough Way is split and requires action by WCC. **BL** to take up with WCC.

c) Planning

**MM** reported that:

- (i) 2 new applications had been received:

Lark Hill Rise	Rear Conservatory
Rooks Down Road	Raised decking to rear (retrospective)

- (ii) 1 application had been approved:

Juniper Close	Two storey side extension and new front porch
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- (iii) No applications had been refused

d) Play Equipment

**MM** reported that:

- (i) "In-house" fortnightly play equipment inspections are up to date.

- (ii) The most recent Vita Play inspection took place on 8 July. The following defects were identified with higher levels of risk (eg A - potential for death, B - severe or C - minor injury):

Equip	Defect	Action	Risk
<b>Central Kickabout</b>			
Trim Trail	Two traverse ropes worn to core	Monitor /Replace	C
<b>Davis Kickabout</b>			
Multi Play	Rope on Incline ladder worn	Monitor /Replace	C

Council **AGREED** that these defects should be monitored. A rope from the Trim Trail has been vandalised and left on the play surface. Vita Play have been instructed to remove it.

e) Transport

**KT** had forwarded a written report:

- (i) Trains. SW Trains have now undertaken to improve accessibility to Winchester platform 1 by installing a footbridge and lifts.
- (ii) Buses. Bus routes are now back to normal after the diversions imposed for the Hat Fair.

f) Communications

No report

g) Finance

**MM** reported that:

- (i) At the end of the first quarter of the financial year (30 June 2013) actual income and expenditure compared with budgeted income & expenditure was:

<b>Income</b>			
Category	Budget to date	Actual to date	Balance
Precept	14,487	14,487	
Other Income			
<b>Total Income</b>	<b>14,487</b>	<b>14,487</b>	
<b>Expenditure</b>			
Category	Budget to date	Actual to date	Balance
Business	2,778	3,239	(461)
Clerk Salary	1,610	1,391	219
Donations	250	200	50
Litter	698	910	(212)
Open Space	0	0	
Play Equipment	334	367	(33)
Whiteshute Ridge	1,926	0	1,926
<b>Total</b>	<b>7,596</b>	<b>6,107</b>	<b>1,489</b>
Capital Project	0	0	0
	<b>7,596</b>	<b>6,107</b>	<b>1,489</b>

The majority of the under-spend of £1,489 is accounted for by the lack of expenditure to date on Whiteshute Ridge. This is offset by overspend on Business affairs (Audit costs). Council **AGREED** that the situation is entirely satisfactory.

- (ii) The cleared balance on 31 May 2013 was £51,087.34. There were no un-cleared cheques. The bank statements and reconciliation for May 2013 were signed by **JG**.
- (iii) The cleared balance on 1 July 2013 was £50,655.50. There were no un-cleared cheques. The bank statements and reconciliation for June 2013 were signed by **JG**.
- h) Parish Lengthsman

**MM** reported that:

(i) The next visit by the Lengthsman will be on 16, 17 and 18 September. The work sheet will need to be agreed at the meeting on 9 September.

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

**CS** reported that:

(i) The steps from the Davis Kickabout onto the Ridge were very overgrown and it did not appear that Scandor had strimmed them recently. **MM** will take up with Scandor.

k) County Council Rep

No report

l) City Council Reps

No report

m). Notice Board Rep

**JG** reiterated that:

(i) Council were content to purchase 2 new notice boards and that **MM** should now order them.

n). Newsletter Rep

NTR

### **1159. Review of Standing Orders and Financial Regulations**

The Parish Council Standing Orders and Financial Regulations should be reviewed regularly to ensure that they remain up to date, legally correct and relevant. They have been updated by the Clerk and subsequently reviewed by the Chairman and Vice Chairman. Council **RESOLVED:**

- a) To adopt the amended Standing Orders and **JG** signed the Clerk's master copy.
- b) That paragraph 10 of the Financial Regulations required further amendment. This change will be incorporated and presented to the next meeting for approval.

### **1160. Correspondence**

The following correspondence was discussed:

- a) The AGM of the BF & OB RCA will be held in the Bushfield Room in the Community Centre on Wednesday 17 July at 7.30pm and will be followed by the User Group meeting. **WH** will represent the Parish Council.
- b) BF & OB RCA have completed their review of room charges. The increase will be 5% from 1 July.
- c) An invitation had been received to attend the Winchester Citizen's Advice Bureau AGM on Monday 22 July at 6.30pm in the United Church, Jewry Street. No Councillor is available to attend.

**1161. Payment of Accounts**

The following payments were approved and signed:

1656	M D Macpherson	Clerk Salary (June)	£ 320.80	£ -
1657	Vita Play	Play Inspections (July)	£ 76.80	£ 12.80
1658	Jack Tosdevine	WSR – Tree Surgery	£ 50.00	£ -
1659	HM R & C	First Quarter PAYE	£ 641.80	£ -

**1162. Co-option of New Council Member**

The resignation of **Nicola Blencowe** had created a vacancy on the Parish Council which had been advertised on parish notice boards. No by-election had been claimed by members of the parish. It was unanimously **AGREED** that **Julie Lacey** should therefore be co-opted onto the Parish Council. **JL** completed the Declaration of Acceptance which was countersigned by the Clerk and placed on file. The form for the Notification of Disclosable Percuniary Interests and the additional form for the Registration of Gifts and Hospitality were also completed by **CS**.

**1163. Any other business**

There being no further business the meeting closed at 2035. .

Signed

Date