

BADGER FARM PARISH COUNCIL

Minutes of the Meeting held on 9th September 2013

PRESENT:

John Godbold (Chair)
Fenella Jarvis
Heather Nicholson
Dean Upton

IN ATTENDANCE:

Martin Macpherson (Clerk)
Cllr Lynda Banister (WCC)

APOLOGIES:

Will Hawthorne (Vice Chair)
Chrissie Sanders
Julie Lacey
Cllr Brian Laming (WCC)
Cllr Phil Bailey (HCC)
PC Gareth McGaw

1164. Minutes of the Last Meeting

The minutes of the meeting held on 8th July 2013 were **AGREED** and signed by **JG** as an accurate record.

1165. Reports and Recommendations from Working Parties

a) Police

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

Burglaries

Roydon Close Break in to empty house – nothing stolen

Suspicious Behaviour

Lowden Close Possible attempted burglary

In addition to the above there has been a large increase in break-ins to sheds, garages and business premises throughout Winchester. Be vigilant.

The next PACT (Partners and Communities Together) meeting with the local Safer Neighbourhood team will be held at The Carroll Centre, Stanmore on Monday 23rd Sept 2013 at 7:15pm.

b) Open Space

Councillors reported that:

- (i) WCC recently felled a large number of trees around the estate in accordance with their maintenance plan. However it would appear that none of the stumps were treated correctly and as a result there has been rapid re-growth of new saplings. **JG** will take up with WCC.

c) Planning

MM reported that:

- (i) No new applications had been received:
- (ii) No applications had been approved:
- (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 7 September. 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
Central Kickabout			
Trim Trail	Two traverse ropes worn to core	Monitor /Replace	C
Davis Kickabout			
Multi Play	Rope on Incline ladder worn	Monitor /Replace	C

Council **AGREED** that these defects should be monitored.

e) Transport

KT had forwarded a written report:

- (i) Rail. Engineering work will take place on the Winchester to Waterloo line north of Basingstoke on Sept 29 and Oct 6th. Buses will replace trains until late afternoon.
- (ii) Buses. Morning times on the No 1Blue Star service have been amended to improve reliability. In future Most evening journeys from Winchester will leave five minutes later. For the Eastleigh service (E1, E2), some journeys have been re-scheduled during the afternoon and certain buses will continue from Eastleigh to Romsey as Bluestar 5, offering through journeys but of course the 66 Stagecoach bus will remain quicker from Winchester.

f) Communications

No report

g) Finance

MM reported that:

- (i) Income and Expenditure remained within budget.
- (ii) The cleared balance on 1 August 2013 was £49,544.81. There were no un-cleared cheques. The bank statements and reconciliation for July 2013 were signed by **JG**.
- (iii) Bank Statements for the month of August had not yet been received and no reconciliation was therefore possible although no further cheques have been issued since the July reconciliation.

h) Parish Lengthsman

MM reported that:

The next visit by the Lengthsman will be on 16, 17 and 18 September.
Council **AGREED** that the following work should be undertaken:

- (i) Cut back and remove the overgrown buddleia on the footpath from the Davis KickAbout to Plough Way.
- (ii) Weed and clear the recently dug over ground outside No 2/3 Kestrel Close.
- (iii) Ashbarn Crescent. Clear and remove brambles and treat and dig out the roots from behind the garages off Kestrel Close.
- (iv) Clear and cut back the footpath from Badger Farm Road onto Whiteshute Ridge.

MM will complete and forward the work sheet.

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

NTR

k) County Council Rep

No report.

l) City Council Reps

LB reported that:

- (i) New Leisure Centre. There will be a meeting in the Guildhall at 1930 on Thursday 26 September to outline WCC plans for the proposed new Leisure Centre.

m). Notice Board Rep

MM reported that:

- (i) After discussion with **JG** he had obtained a quote for two new notice-boards from Greenbarnes Ltd for Meadow Way and the junction of Honeysuckle Close and Ivy Close. They were model AXSA1P 120cms X 74cms, green powder-coated, magnetic with internal opal acrylic BFPC Header with toughened glass. The cost will be £1,786.46 and delivery time is four to six weeks. Council **AGREED** to this purchase.

n). Newsletter Rep

MM reported that:

- (i) The Autumn edition of the Community News has been published on the website – <http://badgerfarmparishcouncil.gov.uk>

1166. Review of Financial Regulations

The Financial Regulations were reviewed at the last meeting and Council decided that paragraph 10 should be amended (minute 1159 page 887 refers). The paragraph has been updated by the Clerk and subsequently reviewed by the Chairman and Vice Chairman. Council **RESOLVED**:

- a) To adopt the amended Financial Regulations and **JG and MM** signed the Clerk's master copy.

1167. Council Standing Orders and Code of Conduct

Having carried out the annual review of the Council's administrative documentation at the last meeting, copies of the following were distributed to Councillors for their retention:

- a) BFPC Standing Orders (Reviewed 8 July 2013)
- b) BFPC Code of Conduct for Members (Adopted 12 November 2012)

1168. 2012/13 Audit

MM reported that the annual return for 2012/13 had been approved by the External Auditor on 23 July 2013. They had raised no matters of concern with regard to the relevant legislation but wished to draw the attention of the Council to one regulatory requirement. "Fixed assets have been re-valued in error. Council should not adjust assets disclosed on the annual return for revaluations, depreciation or impairment. The only movements on assets should be the cost of additions or the cost value of disposals." The auditors recommend that "only adjustments for additions and disposals are made through Box 9 on the annual return". Council **AGREED** to note this observation for next year's audit.

Notices of Conclusion of the Audit have been displayed on Notice Boards. The Balance Sheet, Income & Expenditure Account, sections 1, 2, 3 & 4 of the 2012/13 Annual Return and a copy of the Auditor's comments have also been placed on the website.

1169. Clerk's Salary Review

MM reported that the National Joint Council for Local Government Services had agreed the terms of the 2013 pay settlement with the Trade Unions. Pay would be increased by 1% back dated to 1 April 2013. Council unanimously **AGREED** to make an award within Spinal Column Point 22 increasing pay within the permitted government limits. The Clerk's contract will be amended.

1170. Correspondence

The following correspondence was discussed:

a) The HALC AGM will take place between 9.00am and 1.00pm on Saturday 19 October at the Saxony Hall, Wessex Conference Centre, Sparsholt College. The calling notice was accompanied by a letter from the ALC chairman encouraging attendance. No councillors are available to attend.

1171. Payment of Accounts

The following payments were approved and signed:

1660	M D Macpherson	Clerk Salary & Expenses (July)	£	352.00	£	-
1661	Vita Play	Play Inspections (August)	£	76.80	£	12.80
1662	BDO LLP	External Audit Fee 2012/13	£	240.00	£	40.00
1663	M D Macpherson	Clerk Salary & Expenses (Aug)	£	379.41	£	9.77
1664	Biffa	Trade Waste Collections	£	778.75	£	129.79
1665	Vita Play	Play Inspections (Sept)	£	76.80	£	12.80

1172. Any other business

There being no further business the meeting closed at 2033.

Signed

Date