

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 1 JUNE 2015 AT 7.30PM. IN THE
BERT STRATTON LOUNGE, COLDEN COMMON COMMUNITY CENTRE

Present	Cllr Richard Izard	Cllr Jean Bligdon
	Cllr Maggie Hill	Cllr Ann Brown
	Cllr John Carry	Cllr Val Evans
	Cllr Pam Glasspool	Cllr Stevenson (at item 27/15)
	Cllr Patrick Hunter	Cllr Badham (at item 27/15)
		Cllr Hancock (at item 27/15)

Apologies Cllr Viv Stevens (holiday)
Cllr Sue Cook

In attendance Debbie Harding (Clerk)
Vanessa Kitt (Assistant Clerk)
4 members of the public

FPC 23/15 APOLOGIES FOR ABSENCE

Apologies were received and noted as above.

FPC 24/15 DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS

With reference to item FPC36/15 Cllr Richard Izard declared a non-pecuniary interest as his wife is Church Administrator and Church Warden.

With reference to item FPC36/15 Cllr Pam Glasspool declared a non-pecuniary interest as she is a member of the Parochial Church Council (PCC).

With reference to the request by Scouts to hold a firework display at Boyes Lane in November Cllr Richard Izard declared a non-pecuniary interest as he is on the Scouts Executive Committee.

FPC 25/15 APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 MAY 2015

The minutes of the Parish Council Meeting held on 11 May 2015 having been circulated, were considered. With reference to item FPC7/15, after subsequent discussions, Cllr Bligdon was removed as no representative is required on the Common Community Association trustees. In addition it was noted that Cllr Maggie Hill has been co-opted on to the WCC Standards Committee as a Parish Council representative and should be added to this list.

***With the above amendments, the minutes were then agreed and signed.
Proposed by Cllr Maggie Hill, seconded by Cllr Richard Izard and carried with an abstention by Cllr John Carry.***

***The minutes of the confidential Parish Council Meeting held on 11 May 2015 having been circulated, were considered. It was noted that the non-councillors listed as being in attendance were not present at the meeting. With this amendment, the confidential minutes were then agreed and signed.
Proposed by Cllr Patrick Hunter, seconded by Cllr Jean Bligdon and carried with an abstention by Cllr John Carry.***

FPC 26/15 TO RECEIVE APPLICATIONS FOR THE 3 VACANT SEATS ON COLDEN COMMON PARISH COUNCIL, CONSIDER THOSE APPLICANTS FOR CO-OPTION AND RECEIVE THEIR DECLARATIONS OF OFFICE.

The Clerk advised she had checked with the Monitoring Officer at WCC who confirmed there had been no request to hold an election and therefore applicants can be co-opted onto the Parish Council.

Cllr Richard Izard advised three applications had been received:

Ron Hancock

Steve Badham

Jill Stevenson

Cllr Richard Izard proposed that Ron Hancock, Steve Badham and Jill Stevenson be co-opted onto the Parish Council, seconded by Cllr Maggie Hill and carried. Declarations of Acceptance of Office were issued to be signed and Ron Hancock, Steve Badham and Jill Stevenson and joined the meeting.

FPC 27/15 UPDATE ON MINUTES, CORRESPONDENCE AND RELEVANT MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA

The Chair of the Recreation Committee and the Clerk reported as follows:

PAM GLASSPOOL, RECREATION & AMENITIES REPORT JUNE 2015

1. Adrian and Barbara Kelly have kindly agreed to become our new Footpath Wardens. They have been given a parish footpath map and a copy of the last report of the state of the footpaths.
They have agreed to keep a log of their walks which will include any problems encountered, and any voluntary work undertaken. It is hoped their log may include notes of interesting fauna and flora which could form the base of a new environment map for Colden Common. The Kelly's will be signing the volunteer agreement. Clerk
2. Congratulations to the clerk for her successful deliberations updating the charitable status of the Recreation ground with the Charities Commission.
3. The grounds staff are now keeping a weekly log of the state of the council play grounds equipment and are looking at ways of overcoming the problems raised in the recent playground safety report.
4. A request has been received from the Forest play school for use of the Boyes Lane Woodland and Fire area. The grounds staff will work with the group to agree dates and facilities required. Clerk
PG
5. Large pot holes at passing points on Boyes Lane including at the entrance to the carpark have been kindly filled in and tarmacked.
6. There has been an act of vandalism on the play area perimeter fencing in the recreation ground which will necessitate a section being replaced. However the dangerous broken garden fence that backed onto the play area has now been replaced. GTO
7. A complaint has been received from 34 Orchard Close with regard to the tall council owned trees that overhang the property. PG

8. The small council owned tree adjacent to 2 Hazel Close has been removed by the grounds staff.
9. Men in Sheds have their inaugural meeting in the Recreation ground pavilion 'shed' this Thursday, 4th June. A 3 month free rent period is supported by Councillors.
10. The clerk has booked 3 free places at the SAPCA (Sports and Play Consultants Association) facility show being held at the Madejski Stadium on 9th June.
11. The tennis club has requested the Parish Council employ the services of a sports facility design consultant to plan and design the refurbishment of the tennis courts. See Agenda item 36/15

Clerk update

The Lengthsman is due to come to the Parish on Wednesday to install a metal kissing gate on footpath 5 behind Brambridge shop. The Clerk advised that the landowner has agreed to the kissing gate being installed subject to meeting with the Grounds and Facilities Manager to ensure the position of the gate does not encroach on the land. Clerk

The card of thanks to Daryl Henry is available today to sign.

No complaint has been received from the cat owners regarding the incident on the Recreation ground. The Clerk has today written to the cat owners directly. Clerk

Local resident Dave Whitten who works for Carillon, recently used his give and gain day to rub down the skateboard park youth shelter. He did a great job and we are very thankful and a letter of thanks will be sent.

The Clerk has written to WCC regarding the recycling area, but to date has not received a reply. Clerk

The bank account signatory's amendment form is still outstanding. Clerk

The verge at the top of the B3335 has been cut although it was noted that visibility is still poor and the Clerk said she will follow this up with Hampshire County Council. Clerk

The Annual Parish Assembly was very successful. Clerk

The Community Centre's big lunch is taking place on the Green on Sunday. The Clerk will meet with the Grounds and Facilities Manager on Friday to ensure all ready before handing over to Maureen Rees.

The Scouts have requested that the fireworks take place on the 7th November 2015 this request was supported by the Councillors. Clerk
GTO

There was a query regarding the status of Chestnut Avenue as a sign has been put up stating that it is a private road and parking is for residents only. The Clerk said she would check the situation. Clerk

Clerk

FPC 28/15 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC

A member of the public asked about the road signs in Brickmakers Road. Cllr IZARD advised this takes time to resolve but it is in progress and said he will follow it up.

Maureen Rees said she had received an enquiry about bringing a bouncy castle to the Big Lunch Picnic Event on Sunday 7 June. It was noted the owner must have their own insurance and generator. The Clerk is waiting to be approached.

A member of the public asked if the Parish Council is aware of consultation regarding

a new national Super Councils Network which the NALC Larger Councils Committee is piloting. The Clerk advised she was aware of some changes and consultation taking place.

A member of the public pointed out that some minor updates are needed to the Parish Council website.

Done

A member of the public pointed out that the Declaration of Acceptance of Office must be signed by new councillors before they can take their places on the council.

With reference to the inspection of Parish Council accounts a member of the public advised that the period of time for submitting complaints now coincides with the period of inspection.

The Clerk reminded councillors that a letter from the Recreation Ground Charity had been written to the Charity Commission. She advised that the Charity Commission had apologised for the delay in replying and had advised the changes requested regarding the use of open space were acceptable. This therefore confirmed the pavilion is permitted and the clause regarding the prevention of the playing of football on the recreation ground has been removed.

FPC 29/15 COUNTY AND DISTRICT COUNCILLORS' REPORTS/INFORMATION

Cllr Richard Izard – advised the following:

- he is now Shadow Portfolio Holder for new housing
- Mayor Making had taken place on 20 May,
- Annual Service was held at Winchester Cathedral on 31 May
- Silver Hill discussions continuing.
- Results of WCC boundary review will be announced by end of June.

FPC 30/15 TO NOTE THE DRAFT MEETING MINUTES FROM THE PLANNING MEETING ON THE 20TH MAY 2015

Cllr Bligdon advised the minutes are available on the Parish Council website and items discussed included objections to an application for 9 Main Road due to concerns about traffic and parking and an application for land to the rear of 49 Main Road as it was thought the application was premature.

Cllr Bligdon advised Cllr Humby and a HCC highways officer will attend the next meeting on 17 June 2015 to discuss traffic issues raised about Main Road.

Cllr Glasspool advised she had emailed Cllr Humby, copied to the Clerk regarding concerns about traffic on Main Road. The Clerk advised she will follow this up and Cllr Izard asked to also be copied in on replies.

Clerk

FPC 31/15 TO RECEIVE THE INTERNAL AUDITOR REPORT FOR THE FINANCIAL YEAR 2014-2015

Cllr John Carry presented the previously distributed report and advised no major items of concern were raised.

FPC 32/15 TO APPROVE THE PARISH COUNCIL PROFIT AND LOSS FOR THE FINANCIAL YEAR 2014-2015

Cllr John Carry presented the Parish Council Profit and Loss for the Financial Year 2014-15 and proposed the Profit and Loss for 2014-15 be adopted, seconded by Cllr Richard Izard and carried. Cllr Izard signed and dated the profit and loss account.

FPC 33/15 TO APPROVE THE PARISH COUNCIL BALANCE SHEET FOR THE FINANCIAL YEAR 2014-2015

Cllr John Carry presented the Parish Council Balance Sheet for the Financial Year 2014-15 and proposed the Balance Sheet showing reserves of £132K carried forward to 2015-16 be adopted, seconded by Cllr Richard Izard and carried. Cllr Izard signed and dated the balance sheet.

FPC 34/15 TO APPROVE THE PARISH COUNCIL ANNUAL RETURN SECTION 1 FOR THE FINANCIAL YEAR 2014-2015 AND SUBMIT TO THE EXTERNAL AUDITOR

Cllr John Carry proposed to approve the Parish Council Annual Return Section 1 for the financial year 2014-2015 and submit to the external auditor, seconded by Cllr Richard Izard and carried. Cllr Izard signed and dated section 1 of the annual return.

FPC 35/15 TO APPROVE THE PARISH COUNCIL ANNUAL RETURN SECTION 2 FOR THE FINANCIAL YEAR 2014/2015 AND SUBMIT TO THE EXTERNAL AUDITOR

Cllr John Carry proposed to approve the Parish Council Annual Return Section 2 for the financial year 2014-2015 and submit to the external auditor, seconded by Cllr Richard Izard and carried. Cllr Izard signed and dated section 2 of the annual return.

FPC 36/15 TO CONSIDER A REQUEST FROM THE HOLY TRINITY CHURCH FOR A PAYMENT OF £800 TOWARD THE UPKEEP OF THE CHURCHYARD UNDER S.214 OF THE LGA 1972

Cllr Maggie Hill advised a request has been received from Holy Trinity Church regarding a grant towards the upkeep of the Churchyard under S214 of the LGA 1972. *Cllr Maggie Hill proposed the request from Holy Trinity Church for a payment of £800 towards the upkeep of the Churchyard under S.214 of the LGA 1972 be agreed, seconded by Cllr Patrick Hunter and carried with abstentions by Cllr Richard Izard and Cllr Pam Glasspool.*

FPC 37/15 TO CONSIDER THE COST VS BENEFITS OF HIRING A CONSULTANT TO PREPARE THE SPECIFICATION OF SCOPE OF WORKS FOR THE TENNIS CLUB PROJECT

The Clerk tabled the discussion document and outlined the services which could be provided by a professional consultant. Cllr Glasspool reminded councillors that £20K has been allocated to the refurbishment of the tennis courts by the Parish Council in addition to investigating grants available. Other sources of funding could include devolved budget from Cllr Humby. It was agreed that councillors do not have the expertise to scope the works for the tennis courts project.

The resolution to authorise the principle the engagement of a professional design company to prepare the specification of scope of works for the tennis courts project was proposed, with the appointment being finalised by the Clerk and Cllr Glasspool, proposed by Cllr Richard Izard, seconded by Cllr Maggie Hill and carried with one abstention by Cllr Jill Stevenson.

FPC 38/15 TO AGREE THE ACCOUNTS FOR PAYMENT BY COLDEN COMMON PARISH COUNCIL.

The following list of accounts for payment by Colden Common Parish Council were presented for payment, proposed Cllr John Carry and carried unanimously.

COLDEN COMMON PARISH COUNCIL

ACCOUNTS TO BE PRESENTED FOR PAYMENT: June 2015

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total
25/05/2015	Salaries	Net Salaries	£4,792.92	£0.00	£4,792.92
25/05/2015	HMRC	Total PAYE & NIC	£1,383.34	£0.00	£1,383.34
25/05/2015	HCC	Total Pensions	£1,394.53	£0.00	£1,394.53
01/06/2015	CCCC To Allotment charity account	Donation for Pat testing	£50.00	£0.00	£50.00
31/03/2015		Transfer to Allotment charity for VAT claim	£46.00	£0.00	£46.00
01/05/2015	MJT Building & Dec Ltd	Relocate SLR 17.4.15	£80.00	£16.00	£96.00
14/05/2015	Carters Of Swanwick Ltd	500CC grease gun	£22.76	£4.55	£27.31
01/04/2015	Lloyds Bank DVLA	Van road tax	£227.50	£0.00	£227.50
15/05/2015	HCC County Supplies	Paperclips/first aid kit	£43.81	£8.76	£52.57
15/05/2015	HCC County Supplies	Folders	£2.56	£0.51	£3.07
26/05/2015	SSE	Street light energy 27th March to 1st May	£303.56	£60.71	£364.27
20/05/2015	Waterscape Solutions	Bowls irrigation	£410.00	82.00	£492.00
31/05/2015	Allstar	Diesel, Unleaded	£126.42	£25.27	£151.69
05/05/2015	Tradepoint	Various for GTO	£28.51	£7.13	£35.64
22/05/2015	John Murray	Internal Audit fee	£420.00	£0.00	£420.00
11/05/2015	Anchor	Boyes Lane remedial electric works	£615.00	£123.00	£738.00
14/05/2015	Anchor	Rec Pavilion	£1,755.82	£351.16	£2,106.98
26/05/2015	Anchor	Tennis electric works	£495.20	£99.04	£594.24
19/05/2015	PCPal	Computer engineer services	£88.50	£0.00	£88.50
24/05/2015	Lloyds Debit card	APM, Jet washer(s) Avast software	£371.40	£0.00	£371.40
19/05/2015	BT	Phone charges	£147.46	£29.49	£176.95
14/05/2015	Southern Electric	Boyes Lane, Rec and Skateboard parl	£971.55	£176.27	£1,147.82
07/05/2015	DJ Scott	Ransome Mower	£216.33	£43.26	£259.59
22/05/2015	Vodafone	May bill - revised billing period so increased charge	£147.56	£29.51	£177.07
29/05/2015	SSE Contracting	Wardle Road, Vears Lane, Highbridge PO CCPC16	£4,860.48	£972.10	£5,832.58
29/05/2015	SSE Contracting	Church Lane - Purchase order	£6,075.60	£1,215.12	£7,290.72

Totals £25,076.81 £3,243.88 £28,320.69

Fixed Term Deposit - Co-op Matured - Zero balance £0.00
Total Long term reserves £0.00

CCPC -Admin Account Account Number - 00385887 £102,775.85
 Deposit Account balance Account Number - 01213095 £102,966.14
Total available funds (excluding long term) £205,741.99

Total available funds after above bill paid £184,157.22
 (Some of the above payments marked * have cleared already)

Fidelity Guarantee £200,000.00

FPC 39/15 COUNCILLORS' QUESTIONS/INFORMATION

Cllr Patrick Hunter - It was noted that repairs to Tees Farm Road have been carried out but Cllr Hunter asked if resurfacing of the whole road was likely to be carried out. It was agreed that due to funding constraints at HCC this is unlikely to happen.

Cllr Ron Hancock – Cllr Hancock asked if yellow lines could be installed on St Vigor Way on the Co-op side of the road to allow cars to exit from the car park safely. The Clerk said she would follow this up. It was noted that this problem will increase as the size of the school increases.

Cllr Ann Brown – Cllr Brown advised the grass verge at top of the village on the way to Twyford is still causing problems with visibility and the Clerk advised she will follow this up. In response to an enquiry regarding Parish Council owned trees overhanging residents' gardens the Clerk suggested writing to the Parish Council to ask permission to cut them back. In addition Cllr Glasspool said she would be willing to discuss with householders in her capacity as Tree Warden.

Clerk

PG

Cllr Jean Bligdon – Cllr Bligdon advised the hedge in Spring Lane is still obstructing the pavement and the Clerk said she would follow this up.

Cllr Pam Glasspool – Cllr Glasspool advised residents were upset that a tree in Upper Moors Road which was felled on advice from WCC was subsequently found to not be diseased.

Cllr Maggie Hill – Cllr Hill advised she has had a reply from one resident in Main Road concerning the letter written to WCC about the boundary changes which said they would also write directly to WCC to object to the proposed changes.

FPC 40/15 TO AGREE ITEMS FOR THE NEXT AGENDA

- HCC Electoral Boundary Review
- PACT Meeting Wednesday 1 July, 7pm at Colden Common Community Centre