

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL
HELD ON MONDAY 3rd SEPTEMBER 2018 AT 7.30PM IN THE
BERT STRATTON LOUNGE, COLDEN COMMON COMMUNITY CENTRE

Present Cllr Richard Izard
Cllr Maggie Hill
Cllr Steve Badham
Cllr Pam Glasspool

Cllr Ron Hancock
Cllr John Boyes
Cllr Alex Loughran

Apologies Cllr Laurence Wilks
Cllr Barbara Kelly

In attendance Debbie Harding (Clerk)
Sophie Thorogood (Asst Clerk)
Cllr Rob Humby
Cllr Sue Cook
3 Members of the public

FPC **TO RECEIVE APOLOGIES FOR ABSENCE**

65/18

Apologies were noted as above.

FPC **TO RECEIVE ANY DECLARATIONS OF INTEREST RELATED TO**
66/18 **SUBSEQUENT AGENDA ITEMS**

No declarations of interest were received.

FPC **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE**
67/18 **FULL PARISH COUNCIL HELD ON THE 2ND JULY 2018**

The minutes of the Parish Council Meeting held on 2nd July 2018 having been circulated, were considered. There were a few amendments which were noted. They were agreed as an accurate record of the meeting and signed by the Chair. Proposed by Cllr Glasspool, seconded by Cllr Badham, and carried with abstention by Cllr Hill.

FPC **TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC**
68/18 **RELATING TO ANY MATTERS ON THE AGENDA, OR ASK ANY**
QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS

A member of the public requested clarification from the Clerk about the General Power of Competence adopted for this financial year and the Grant given through the precept. The Clerk had received confirmation from the legal department at SLCC that the Parish Council has acted in accordance with the powers.

A member of the public commented that the Finance Committee meeting minutes are missing from the website. The Clerk confirmed that an error was made when loading them on the website which meant they could not be viewed. This was resolved during the meeting.

A member of public commented about the strategic housing developments that have been imposed on the village as part of the WCC Local Plan, and if the ad-hoc developments that happen outside of these larger sites are considered. Cllr Izard replied that development in the settlement boundary are called windfall sites, and Planning applications granted after April 2011 are counted towards the 250 new houses within the village as part of the Local Plan.

Cllr Izard confirmed that WCC are waiting for clarification on the number of units that the Winchester District needs to plan for in the review of the Local Plan and collating Strategic Housing and Economic Land Availability Assessment (SHELAA) sites for consideration throughout the district.

FPC 69/18 **TO RECEIVE UPDATES FROM THE ELECTED DISTRICT AND COUNTY COUNCILLORS**

Cllr Izard – is working with Cllr Cook, WCC and Moors Close residents to improve parking. WCC has contacted residents to consult on removal of the green for parking as one of the options.

Hensting Lane – Hampshire Police and HCC advisors do not support reducing the speed limit to 20mph. The residents have arranged a petition challenging this decision. Wooden village gateways are being considered.

WCC has called for sites for the next part of the Local Plan process. This does not mean land will be developed. Reports that 8 pitches are needed for travellers are not accurate. WCC have contacted residents who have put land forward under the SHELAA initiative to see if they would like their land to be considered for a traveller pitch. The revision of the local plan is at a very early stage.

WCC has sent an objection to the Eastleigh Local Plan. All neighbouring parishes have responded to the consultation with an unsound representation. The Environment Agency have also found the plan unsound. HCC have made a representation which is not yet in the public domain.

Advisory white lines have now been painted in Spring Lane, near the junction of Highbridge Road. Cllr Izard notes that vans are still parked over them.

Cllr Cook – Twyford Waterworks are holding the next open day on 7th October.

Graze Festival was held 2 weeks ago. It was a really successful event despite the damp weather.

A free “Explore Winchester” event is being held 13th-16th September.

Cllr Humby – An annual review has been produced with new the new Highways contractor (Skanska). The report details how many miles of roads have been resurfaced, and how many potholes have been repaired outside of the find and fix statistics. It was a year of extremes with the gritting needed with the snow in March, then the extreme heat wave during June/July.

Cllr Izard asked Cllr Humby to chase the progress on the Community Funded scheme on Church Lane.

The Clerk asked about the milestone that was recently found near Glen Park and whether it could be restored and moved to prominent position. Cllr Humby will much enquiries.

FPC 70/18 **TO RECEIVE AN UPDATE FROM THE CLERK ON ANY MATTERS (FOR INFORMATION ONLY)**

The foliage around the Tees Farm Road bus stop has been trimmed back

The poor resurfacing and blocked drains along Spring Lane have been reported
The weight limited road signs down Kiln Lane have been reported

Cllr Izard gave a brief verbal update about the Fireworks event, and discussions between 9th Winchester Scout Group and WCC. Following the Winchester Safety Advisory Group meeting, the Fire Officer's recommendation is to limit numbers to 2,500. The decision to grant permission for the event will be delegated to the Recreation Committee meeting on 12th September.

The Japanese Knotweed in and around the CCCC car park has been treated

The external auditor has queried that the HMRC refund has been treated as an uncleared payment in the accounts and not a debtor.

No progress to report on

- SLR's on Main Road
- Resurfacing of the rights of way
- Community funded initiative on Church Lane

The Wet pour on the Green has been installed. Repairs have been ordered to the inclusive roundabout and orbit.

Tree works have been completed on the Triangle, Whitebeam, Rec ground, Valley Close/Church Lane in line with the tree inspections.

The Lime Close tree and hedge works are due to commence on 17th September. Letters were written to the residents over 5 weeks ago, the date of the works will be advertised via the information service, as indicated in the letter put through every door.

The redundant goal sockets have been removed, the new goals are in situ. Kingsworthy Parish Council are interested in purchasing the redundant adult goal posts.

The Cricket square will be renovated on Friday.

CCFC Veterans are playing at Hunter Park for 2018 season. CCFC are still in talks with Otterbourne Parish Council to move to Otterbourne.

The Parish Council has received a court summons for the accident on the Recreation Ground play area which our insurers decided not to defend. The information has been scanned and sent directly to the insurers.

The Van is being repaired at the Village garage. The Parish Council needs to pay the excess and the VAT, the insurance company will be settling the balance which is approx. £1,000.

With our Grounds and Facilities Manager's departure, the additional grounds work has been costed and agreed in principle with Green Smile with oversight from Cllr Boyes, Hill and Izard. The Clerk is preparing an addendum to the contract, which will be available shortly for approval. The proposal includes an extension of the contract for a further 5 years at a fixed annual cost, subject to performance. This revision is within legal limits. The contract includes cutting the Recreation ground and Colden Common Park every two weeks. This will need to be reviewed and if changed could incur additional costs of £180 every other week for both areas.

FPC **TO RECEIVE THE MINUTES FROM THE FINANCE COMMITTEE**
71/18 **HELD ON 9TH JULY (FOR INFORMATION ONLY)**

The full minutes are available on the Parish Council website.

FPC **TO RECEIVE A RECOMMENDATION TO APPROVE UPDATED**
72/18 **TERMS OF REFERENCE FOR THE FINANCE COMMITTEE**

The main changes to terms of reference:

- The Committee can place orders within limitations of their approved budget; this was not possible before.
- Can spend project budget in their approved budget; this was not possible before.
- Insurance premiums will be approved by Finance Committee.
- The Committee will oversee disposals of assets

Cllrs discussed grant application being determined by the Finance Committee and not the Full Parish Council. The general consensus amongst Cllrs was that it would be better for this power not to be transferred to the Finance Committee and the decision remain the responsibility as the Full Parish Council.

It was resolved to accept the recommendation to approve the updated terms of reference for the Finance Committee, subject to removal of the power for the

Finance Committee to approve grants, as proposed by Cllr Badham, seconded by Cllr Izard, and carried.

FPC 73/18 **TO RECEIVE A RECOMMENDATION FROM THE FINANCE COMMITTEE TO REPAY THE PUBLIC LOAN WORKS BOARD LOAN IN FULL, FUNDED FROM CIL MONIES**

The Clerk had previously been informed by the Public Works Loan Board that the saving to the Parish Council would be £400 by settling the loan early. Today, they confirmed they had made an error and the saving is only £64.

It was resolved to accept the recommendation from the Finance Committee to repay the Public Loan Work Board Loan in full, funded by CIL monies, as proposed by Cllr Badham, seconded by Cllr Hill, and carried.

FPC 74/18 **TO RECEIVE A RECOMMENDATION THAT TWO NEW BANK ACCOUNTS BE OPENED WITH MANDATES IN ACCORDANCE WITH THE COUNCIL FINANCIAL REGULATIONS**

It was resolved to accept the recommendation that two new bank accounts be opened with mandates in accordance with the Council Financial Regulations, as proposed by Cllr Badham, seconded by Cllr Izard, and carried.

FPC 75/18 **TO RECEIVE A RECOMMENDATION FROM THE FINANCE COMMITTEE TO ADOPT REVISED FINANCIAL REGULATIONS FOR THE PARISH COUNCIL**

It was resolved to accept the recommendation from the Finance Committee to adopt revised Financial Regulations for the Parish Council, as proposed by Cllr Badham, seconded by Cllr Hancock, and carried.

FPC 76/18 **TO NOTE DISPOSAL OF ASSETS AND RESOLVE THE DELEGATE TO THE CLERK THE DISPOSAL OF THE PARISH VAN**

It was resolved to note the disposal of assets and resolve to delegate to the Clerk the disposal of the Parish Van, as proposed by Cllr Badham, seconded by Cllr Izard, and carried.

FPC 77/18 **TO RECEIVE THE MINUTES FROM THE PLANNING COMMITTEE MEETING HELD ON THE 18TH JULY 2018**

The full minutes are available on the Parish Council website.

FPC 78/18 **TO CONSIDER RESTRUCTURING THE PARISH COUNCIL MEETINGS, AND HOLDING FULL PARISH COUNCIL MEETINGS IN SEPT, NOV, JAN, MARCH, MAY, AND JULY WITH OTHER COMMITTEE MEETING BEING HELD IN OCT, DEC, FEB, APRIL AND JUNE.**

It was resolved to restructure the Parish Council meetings and hold Full Parish Council meetings in Sept, Nov, Jan, March, May and July, with other committee

meetings being held in Oct, Dec, Feb, April and June, subject to a review after six months as proposed by Cllr Izard, seconded by Cllr Badham, and carried.

FPC **COUNCILLORS INFORMATION AND QUESTION TIME**

79/18

Cllr Boyes informed all present that the signs for Spring Lane roadworks are still up in the village. They need to be removed; Cllr Humby to ask Skanska.

Cllr Glasspool commented that the litigation settlement has been received by the Parish Council.

FPC **TO RAISE ANY ITEMS FOR THE NEXT AGENDA**

80/18

No matters were raised.

FPC **TO APPROVE ACCOUNTS FOR PAYMENT BY COLDEN COMMON**
81/18 **PARISH COUNCIL**

The list of accounts for payments for August and September was circulated. It will be verified as correct against the list of invoices by Cllr Loughran before being released for payment. A copy of the accounts for payment is attached to these minutes.

It was proposed to authorise the accounts for payment for August (retrospectively) and September, subject to Cllr Loughran checks against the invoices, proposed by Cllr Badham, seconded by Cllr Hancock and carried

COLDEN COMMON PARISH COUNCIL
ACCOUNTS TO BE PRESENTED FOR PAYMENT: August 2018

Accounts certified by the Clerk as correct for payment

Date of Invoice	May	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method	* when Paid	Subtotal
25/07/2018	Salaries	July salaries	2,594.06	0.00	2,594.06	BACS	25-Jul	
25/07/2018	Pension	July pensions	957.12	0.00	957.12	BACS	09-Aug	
25/07/2018	TAX and NI	July Tax and NI	658.90	0.00	658.90	BACS	25-Jul	
22/07/2018	Vodafone	Vodafone	106.43	26.61	133.04	DD	29-Jun	
22/07/2018	Lloyds Chargecard	Mailchimp	19.28	0.00	19.28	DD	08-Jul	848.23
		John Lewis - new laptop for Clerk	624.96	124.99	749.95	BACS		
		Dropbox - annual fee	65.83	13.17	79.00	BACS		
16/07/2018	Mark Harrod	New moveable goal posts	4,092.00	818.40	4,910.40	BACS	16-Jul	
16/07/2018	Southampton Skip Hire	Skip hire to empty CCP shed	370.00	74.00	444.00	BACS	16-Jul	
01/04/2018	Layton's Tyre & Tracking	New tyre for van	95.00	19.00	114.00	BACS	19-Jul	
15/07/2018	Graham King	Painting work carried out on the skateboard park	495.00	0.00	495.00	BACS	19-Jul	
10/07/2018	Sharp	Rental 01/07-30/09/18 and copies Mar-Jun	292.19	58.44	350.63	BACS	19-Jul	
12/07/2018	Green Smile	Additional work at CCP, Rec Grounds and Car park	1,367.50	273.50	1,641.00	BACS	19-Jul	
14/07/2018	MRC Electrical	Installation of 3 new lighting bollards	440.00	88.00	528.00	BACS	19-Jul	
12/06/2018	CCCA	Contribution towards annual insurance premium	183.21	0.00	183.21	BACS	19-Jul	
16/07/2018	DJ Scott	Repairs to Kubota tractor before sale	384.67	76.95	461.62	BACS	19-Jul	
18/07/2018	M3 Security	Call out 05/03/18 to solve interference CCTV	40.00	8.00	48.00	BACS	19-Jul	
26/07/2018	Southampton Skip Hire	Surcharge for excess weight	90.00	18.00	108.00	BACS	15-Aug	
25/07/2018	Complete Weed Control	Japanese Knotweed treatment 24/07/2018	150.00	30.00	180.00	BACS	15-Aug	
22/07/2018	CG Barker	Investigations of waterleak at allotment stopcock	84.00	16.80	100.80	BACS	15-Aug	
20/07/2018	Vitaplay Hampshire County	Rhyno Mulch safety surface installation as per FPC 59/18	10,928.75	2,185.75	13,114.50	BACS	15-Aug	
18/07/2018	Supplies	copier paper	33.12	6.62	39.74	BACS	15-Aug	
14/08/2018	County Locksmiths	Callout charge for repairs to Bowls Club store door	82.08	16.42	98.50	BACS	15-Aug	
Total			£24,154.10	£3,854.65	£28,008.75			

Fixed Term Deposit - Co-
op
Fixed Term Deposit -
Lloyds

Matured - Zero balance

Matured - Zero balance

Total Long term reserves

£0.00

£0.00

£0.00

Last Month

£0.00

£0.00

£0.00

Change

£0.00

£0.00

£0.00

CCPC -Admin Account	Account Number - 00385887		£24,016.80	£24,080.36	-£63.56
Deposit Account balance	Account Number - 01213095		£203,281.77	£159,156.65	£44,125.12
	Total available funds (excluding long term)	Total	£227,298.57	£183,237.01	£44,061.56
	Total available funds after above bill paid				
	(Some of the above payments marked * have cleared already)		£213,657.03	£175,239.90	£38,417.13
	Fidelity Guarantee		£250,000.00		
			£36,342.97		

COLDEN COMMON PARISH COUNCIL
ACCOUNTS TO BE PRESENTED FOR PAYMENT: September 2018

Accounts certified by the Clerk as correct for payment

Date of Invoice	May	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method	* when Paid	Subtotal
25/08/2018	Salaries	August salaries	2,594.06	0.00	2,594.06	BACS	24-Aug	
25/08/2018	Pension	August pensions	957.12	0.00	957.12	BACS	28-Aug	
25/08/2018	TAX and NI	August Tax and NI	658.70	0.00	658.70	BACS	28-Aug	
22/08/2018	Vodafone	Vodafone	105.99	26.50	132.49	DD	30-Aug	
22/08/2018	Lloyds Chargecard	Mailchimp	15.40	0.00	15.40	DD	08-Sep	227.32
		Screwfix -	176.60	35.32	211.92	BACS		
24/07/2018	Joss Legal Solutions Ltd	Legal fees for Shentons litigation	1,881.00	313.50	2,194.50	BACS	31-Jul	
19/08/2018	BT	Line rental 01.08-31.10.18 + usage to 08.08.18	273.55	54.71	328.26	DD	03-Sep	
28/06/2018	MJ Curtis expenses	light bulbs for CCP pavilion	26.50	5.30	31.80	BACS		
06/08/2018	Hampshire Heartwood	Tree & hedge work at Recreation Ground	2,100.00	0.00	2,100.00	BACS		
25/08/2018	MRC Electrical	Replace fans & controllers to shower areas CCP	596.00	119.20	715.20	BACS		
02/08/2018	C&D Trees	Tree work at Whitebeam Close	480.00	96.00	576.00	BACS		
07/08/2018	Green Smile	Extra Grounds work - August	1,199.50	239.90	1,439.40	BACS		3,080.40
07/08/2018	Green Smile	Monthly Grounds Maintenance - August	1,367.50	273.50	1,641.00	BACS		
	Jack Tosdevine Tree							
23/08/2018	Services	Tree work at Church Lane/Valley Close	3,000.00	600.00	3,600.00	BACS		
13/08/2018	Came & Co	Local Council Scheme insurance 01.10.18-30.09.19	4,415.74	0.00	4,415.74	BACS		
29/08/2018	Playdale	Repairs to roundabout and rotabounce on the Green	1,205.19	241.04	1,446.23	BACS		
24/08/2018	Biffa	Trade waste services at CCP 29.09.18-29.03.19	397.28	79.46	476.74	BACS		
15/08/2018	Southern Electric	Electricity at Recreation Ground	120.48	6.02	126.50	BACS		
15/08/2018	Southern Electric	Electricity at Colden Common Park	549.32	109.86	659.18	BACS		
15/08/2018	Southern Electric	Electricity at Skateboard Park	21.01	1.05	22.06	BACS		
01/09/2018	Green Smile	Monthly Grounds Maintenance - September	2,567.00	513.40	3,080.40	BACS	30-Sep	
Total			£24,707.94	£2,714.76	£27,422.70			

			Last Month	Change
Fixed Term Deposit - Co-op	Matured - Zero balance	£0.00	£0.00	£0.00
Fixed Term Deposit - Lloyds	Matured - Zero balance	£0.00	£0.00	£0.00
	Total Long term reserves	£0.00	£0.00	£0.00
CCPC -Admin Account	Account Number - 00385887	£35,964.43	£24,016.80	£11,947.63
Deposit Account balance	Account Number - 01213095	£173,281.77	£203,281.77	£30,000.00

Total available funds (excluding long term)	Total	£209,246.20	£227,298.57	£18,052.37	-
Total available funds after above bill paid					-
(Some of the above payments marked * have cleared already)		£188,688.63	£213,657.03	£24,968.40	
Fidelity Guarantee		£250,000.00			
		£61,311.37			