

ASHURST & COLBURY PARISH COUNCIL

MEETING: FULL COUNCIL
DATE AND TIME: Tuesday 17th June 2014 at 7.30pm
LOCATION: Church Rooms, Deerleap Lane, Colbury
PRESENT: Cllr S Arnold, Cllr P Sopowski (Chaired meeting), Cllr K Kershaw, Cllr A Sturgess, Cllr C White, Cllr C Hubbard, Cllr C Marchetti, Councillor Max Coaker, District Cllr D Tipp,
Penny Luscombe (Clerk)

MINUTES

83/FC PRESENTATION – 15 minutes

A presentation was given by Mr Mahesh Verma of E Prescriptions Ltd on the submitted application for a Pharmacy in Ashurst.

Cllr S Arnold held the Arnold-Baker Local Council Administration Manuscript and quoted "In accordance with this document the Chairman may, on three days' notice convene the Council at any time. I exercised my right to call a meeting but six of you decided not to attend. I treat that as a vote of no confidence in me and accordingly relinquish the Office of Chairman with immediate effect".

"The Vice Chairman can deal with the rest of the agenda and future meetings until a successor is properly proposed and voted into office".

Cllr Sopowski took the role as acting Chairman for the remainder of the meeting.

84/FC PUBLIC PARTICIPATION

11 member of the public were present at the meeting.

Mrs C Bunday asked that the Council review the Minutes from the FC meeting held in March where it is reported that an acknowledgement of letter received in December was requested.

A further request for this had been sent to the Council in March, along with a request under the freedom of information act for copies of minutes from meetings held with Barker Mill. A response from the Clerk had been received confirming that the Council did not prepare minutes of these meetings and that the request should be made direct to Barker Mill.

Cllr Sopowski stated that an acknowledgement of the letter would be given and that if after further discussion the Council were in a position to respond to the questions they would do so.

Mrs Elaine Mayhew requested an explanation as to why the Council had refused a recent advertisement due to it being controversial.

Cllr Arnold reported that the decision had been made after a meeting with the Magazine Committee and that a letter of explanation had been sent to Mrs C Bunday and that an opportunity to resubmit the advert had been made and not taken up. Mrs C Bunday stated that this letter had not been received from Cllr Arnold.

Cllr Sopowski stated that the advertisement would be discussed again and that a further expanded explanation would be sought, and clarification would be made on how the decision was made.

85/FC APOLOGIES FOR ABSENCE

Apologies for absence were received from District Councillor Les Puttock and County Councillor Keith Mans.

86/FC

DECLARATIONS OF INTEREST

Cllr C Marchetti – 88/FC Schedule of Invoices

87/FC

MINUTES OF THE FULL COUNCIL MEETING HELD ON 20TH MAY 2014.

Minutes of the Full Council meeting held on the 20th May 2014 were approved and Adopted, with reference to the notes below.

Proposed: Cllr C Hubbard, Seconded: Cllr A Sturgess.

Arrival time of Cllr Sopowski to be removed.

Cllr Arnold reported that at the last Full Council meeting it had been suggested by the Clerk that the Chairman's Allowance had been capped.

Cllr Arnold had taken advice from HALC and reported this was proven untrue.

The Clerk stated that she had said she was unsure about the allowance and reported that she would see clarification.

Cllr Marchetti reported that the Schedule of Invoices circulated prior to the meeting differed to that was agreed at the meeting. The Clerk reported that the invoices had been given verbally at the meeting and had been agreed for payment at that time.

Cllr C White asked for clarification on the reported view of the Council on Barker Mill Project stated within the minutes. After discussion it was agreed that it was a true and accurate account of what was said, although that it was not necessarily the view of all members.

88/FC

FINANCIAL MATTERS

Schedules of invoices to the value of £1365.71 were agreed for payment.

Proposed: Cllr C Hubbard, Seconded: Cllr M Coaker.

The expenses payment of £54.00 for Cllr Marchetti is to be allocated to the allotments budget, as requested.

A discussion took place with regards to the approval of the year end accounts and the Governance statement for 2013/14. Cllr Marchetti stated that he had previously offered to assist with the accounts. The Clerk reported that as a Councillor, Cllr Marchetti was not in a position to carry out an audit and that the appointed Internal Auditor had completed the audit and signed off the accounts.

These details had been circulated to all members prior to the meeting and a response to the queries had been given, and that the Council had a requirement to carry out this process under the Accounts and Audit Regulations.

It was proposed that the Clerk contact the External Auditor to ask for an extension to the deadline for audit return and that in the meantime Cllr Marchetti would provide the Councillors with a recommended overview.

Back up of Council files – A discussion took place with regards to the most effective option of backing up the files using a secure system. It was agreed that the Clerk should purchase an external hard drive. Proposed: Cllr P Sopowski, Seconded: Cllr C Hubbard.

89/FC

HUMAN RESOURCE COMMITTEES

Cllr Sopowski gave an overview on the requirement to appoint a Staffing Committee and a Grievance/Appeals Committee, in order to agree and review policies and procedures and deal with employment matters. It was also necessary for the Council to have these in place as a responsible employer and also to be in a position to issue a statement of particulars to the Clerk.

It was agreed that a Staffing Committee of three members would be formed.

Proposed: Cllr P Sopowski, Seconded: Cllr C White.

(2 members were against this decision 1 abstention)

The proposal for a Grievance /Appeals Committee did not receive support .

90/FC

RECREATION GROUND

A report was received from Cllr M Coaker, Recreation Ground Committee Chair:

Consideration had been made with regards to Cllr Coaker obtaining the necessary qualification to undertake the operational play equipment inspections. On reviewing the costs involved, it was deemed not to be value for money and that the current arrangements for inspections would continue.

The tree works had taken place as per the tree report from the District Council.

The Dog Warden had carried out a site inspection with the Clerk and signage had been put on gates and onto litter bins.

The recent request for funds had been agreed and received to replace the climber and a request had been made for details and costings of future plans to be submitted to the National Park. Quotation to be obtained and plans to be agreed by members.

It was requested that Cllr Coaker be given agreed expenditure of £1000 on necessary works with the area. Proposed: Cllr Sopowski, Seconded: Cllr C Hubbard.

91/FC

ALLOTMENTS

A report was received from Cllr Marchetti, Allotment Committee Chair.

Thanks were given to the Clerk in filling all un used plots on the Allotments during the last few weeks.

A meeting had taken place with Mark Bridle, Lengths man with regards to the drainage works required. It had been agreed that two open ditches would be dug with covered access to existing plots to see if this method is effective or if there is a further requirement to put in additional drainage. Should this be the case it would require trenches to be dug encroaching on plots, for which agreement would be required.

Ownership of the hedge against the allotment fence is still being sought as the Probation Service is unable to carry the works until this is established.

The Clerk had arranged for a delivery of mulch this week, provided for plot holders free of charge from Christopher Hoare Tree Services.

It was requested that Cllr Marchetti be given agreed expenditure of £100 in event of emergency repairs or works required at the allotments. Proposed: Cllr P Sopowski, Seconded: Cllr A Sturgess.

92/FC

HIGHWAYS

Cllr K Kershaw reported that there have been on-going concerns with encroaching hedgerows in Foxhills and requested that the Transport sub committee becomes the Highways and Transport Committee.

In turn the Committee will meet and determine boundaries and where responsibility lies.

93/FC**VILLAGE FETE**

Report received from Cllr Sturgess, Fete Committee Chair

A meeting had taken place on 6th June 2014, confirming details of the day and the arena activity. Forest Edge vets have agreed to judge the dogs and will be holding entry forms and collecting returned forms.

Cllr Hubbard is working with a resident organising the cake & jam competitions, which is hoped will generate interest and the number of entry's on the day.

Cllr White is organising of the motorbike display and commentary in the arena.

There are still a few stands are available for interested parties.

94/FC**PLANNING**

Recent planning applications and decisions made.

Ref	Address	Detail	Decision
14/00059	16 Busketts Way	Two-storey extension and replacement building	GRANT - Subject to conditions
14/00092	6 Foxhills	Application to vary condition 3 of planning permission ref 13/98578 to allow open able, clear glazed roof lights	GRANT - Subject to conditions
14/00211	9 Lakewood Road	Front Dormer Window	Earliest decision date 03.06.14 Target decision date 20.06.14
14/00221	13 Beech Road	Two storey rear and side extension	REFUSE
14/00255	Hunters Moon, 29 New Road	Single storey extension, roof alterations, additional first floor accommodation, demolition of existing conservatory	Target decision date 05.06.14, No yet decided
14/00306	2 Elmtree Close	Single storey front and rear extensions	GRANT - Subject to conditions
14/00333	22 Dene Way, Ashurst	Single storey rear extension; extension to existing dormer; new front dormer window; roof light; render; recladding.	Earliest decision date 10.06.14 Target decision date 02.07.14
14/00368	2 Busketts Way	Raising height of roof; insertion of two dormers and roof light to facilitate loft conversion, two storey front extension; new access (re-submission of application 14/00136	Earliest decision date 10.06.14 Target decision date 02.07.14
14/00453	23 Ashdene Road, Ashurst	Addition of pitched roof to existing conservatory	Earliest decision date 01.07.14 Target decision date 22.07.14
14/00374	Co-operative Retail, Ashurst	Display of 1no. Illuminated fascia sign; 1no non illuminated window graphic	Earliest decision date 03.07.14 Target decision date 24.07.14

95/FC**REPORT FROM REPRESENTATIVES ON OTHER BODIES**

To receive an update from the Council's Representatives.

District Councillor D Tipp stated that at a recent cabinet meeting it was reported that savings of £939,000 had been made within the district, despite the decrease in income from Council Tax.

Four new Council flats are to be built in Totton, the first time in 40 years for this type of development.

It was also confirmed that the district allowance of £200 from Cllr Tipp had been processed to be allocated to the allotment budget.

29th May National Association of Allotment Meeting
Cllr S Arnold & Cllr C Marchetti

6th June Cllr Sturgess, Cllr Arnold, Cllr White, Cllr Hubbard
 7th June D Day Celebration
 All Councillors

96/FC

CORRESPONDENCE

Items of correspondence received:

NFDC:

Andy Wakefield, Corporate Tree Manager leaving on 27th June 2014.

NFNP:

Open space, sport and recreation funding – list of future schemes required.

Resident:

Complaint re dogs in the Recreation Ground

HCC:

Public consultation on household recycling centre, open until 22.08.14

HCC:

Information on setting up locally run Community Safety Officers, current service will cease at end of 2014.

May Beat Report:

14 reported incidents, 2 of which were crimes.

Non dwelling burglary, Theft, cooper cable stolen from telegraph pole.

Victim Support:

Request for grant aid

Resident:

Requesting oak trees are cut back by new street lighting, and rats at ditch between Beech Road and Wood Road. Also congratulations on the new look magazine, so much more interesting and easy to read.

Keep Ashurst & Colbury Green Action Group:

Requesting reason of rejection of advert in Magazine

Resident:

Objection to planning application at Welcome Store

Cllr Arnold reported that a resident had reported concerns about the way in which the main road had been left with the installation of the new street lighting. Cllr K Mans had reacted immediately and the contractor returned to site to rectify the same evening.

Cllr K Kershaw reported that he had concern that an advert has not been included in the Magazine as it had been stated as controversial and felt that there was a need to review this and have sufficient safeguards included within the terms and conditions.

Cllr P Sopowski stated that a review of the terms and conditions should take place and that should an item not be included it should have the full agreement of the Committee.

97/FC

ITEMS THAT THE CHAIRMAN DEEMS IMPORTANT

None.

98/FC

ITEMS FOR DISCUSSION AT NEXT MEETING

None.