



BADGER FARM PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Bushfield Room, Badger Farm Community Centre at 7.30 p.m. on Monday 11th September, 2017.

Members Present: Cllr. John Godbold (Chairman) Cllrs. Mrs. Rhian Dolby (Vice-Chairman)
Cllr. Mrs. Fenella Jarvis Cllr. Mrs. Heather Nicholson
Cllr. Mrs. Julie Lacey

In Attendance: Mrs. C. Howe - Parish Clerk

5 Members of the public attended the meeting.

ACTION

1/17 To accept apologies

Apologies accepted from Cllrs. Warwick, Bell and Laming.

2/17 Declarations of Interests

None.

3/17 To approve and sign the Minutes of Meeting held on 10th July 2017:

Minutes were accepted and signed by the Chairman.

4/17 Matters arising (urgent items not on the Agenda)

Clerk reported that the Audit had been concluded with only 1 issue for attention in next year's Audit; this has already been actioned.

5/17 To introduce the new Clerk, Mrs. Christine Howe

The new clerk was introduced and welcomed to Council.

6/17 Resignation of the Chairman, Cllr. John Godbold

Cllr. John Godbold resigned as Chairman but will stay on as a Councillor for the time being.

7/17 To elect a new Chairman

Cllr. Lacey proposed and Cllr. Jarvis seconded Cllr. Mrs. Rhian Dolby as the new Chairman. Cllr. Dolby signed the Declaration of Acceptance of Office form as the new Chairman.

8/17 To elect a new Vice-Chairman

Cllr. Dolby proposed and Cllr. Nicholson seconded Cllr. Mrs. J. Lacey as the new Vice-Chairman. Cllr. Lacey signed the Declaration of Acceptance of Office form as the new Vice-Chairman.

9/17 To consider the co-option for two councillor vacancies as advertised

Resolved: 4 candidates declared their interest in becoming a parish Councillor. The Chairman requested they attend 2 more meetings to ensure they are fully committed to attending on a regular basis. There is a further Casual Vacancy, Clerk to inform W.C.C. to advertise the vacancy so 3 new Cllrs., may be appointed.

CH

Chairman.....

11th September, 2017

		ACTION
10/17	To receive Members reports	
i)	W.C.C. Not in attendance. Cllr. Warwick sent in a written report which contained information on change of bus routes/stops.	
ii)	H.C.C. Not in attendance. Clerk to ask W.C.C. and H.C.C. Cllrs. to send their written reports early so Council Have time to read them.	CH
iii)	Planning Planning submission dates were felt to be inaccurate a lot of the time which meant Council's comments were not being accepted as they were submitted too late. Clerk asked that the planning comments be sent direct to her before the meeting so they can be e.mailed on to the W.C.C. planning department the next day.	FJ/CH
iv)	Community Centre Lease compliance Nothing to report.	
v)	Open spaces The absence of and return of post boxes was discussed. Clerk contacted the Royal Mail regarding the disappearance of 2 post boxes. One in Ashbarn Crescent was replaced after the Clerk spoke to the Customer Services at Royal Mail but the other post box in Elder close which was reported as stolen, was according to Royal Mail, removed due to it being under used and not financially viable which is the nationwide policy of Royal Mail throughout the U.K.	
vi)	Play equipment Nothing to report. It was noted that children were climbing over the fence to access/leave the playground instead of using the gate. This could present a problem in the future but was hard to prevent.	
vii)	Transport Nothing to report.	
viii)	Communications The only e.mail address to be used for contacting the Council is to be clerk@badgerfarmparishcouncil.gov.uk This will stop any confusion and prevent anything Important being missed as all communication will now go through the Clerk and be passed on to Council as appropriate. P.O.Box No. – The application has been submitted but we have not yet heard anything. Clerk to contact Royal Mail requesting the outcome and possible start date. Clerk showed Council the new mobile phone and gave Cllrs. the telephone number. Clerk informed Council that Microsoft Office, H.M.R.C. Basic Tools, Webroot (anti-virus software) and Outlook (e.mails) had all been installed successfully on the new laptop.	CH
ix)	Parish lengthsman Council discussed the work of the Parish Lengthsman and whilst it was felt they did a good Job, the hours were simply not enough to keep down the brambles in the parish. Clerk to request further hours.	CH
		ACTION

- x) Whiteshute ridge
The fencing was still not in place so the cattle cannot be placed on Whiteshute Ridge.
- xi) Notice board Rep
Notice of Conclusion of Audit to be placed on the Notice Board. This has to be in place for 14 days to enable members of the electorate time to look at the Audit report. **RD**
- xii) Newsletter rep
Clerk's contact details are to be submitted for inclusion in the next copy of the Newsletter. The Chairman will also write a short article for submission, on the good work that the long standing Cllr. Godbold has done over a period of 19 years during his tenure as Councillor/Chairman of Badger Farm Parish Council. Difficulty of access for emergency vehicles due to thoughtless/bad parking in May Tree Close also to be included in the Newsletter. **RH**
- xiii) Police
Nothing to report for Badger Farm. In Hyde, there is a rehabilitation unit which is causing problems for the neighbours and increasing drug trafficking.
- 11/17 To consider leaflet drop in May Tree Close to address the access problem for emergency vehicles**
Resolved: Clerk to look at cost of printing flyers to be posted out to residents of May Tree Close. **CH**
- 12/17 To consider placing a 'Befriend a child in Winchester' poster on Council notice boards**
Resolved: It was agreed that the placing the poster on the notice board was appropriate and could be of great benefit to the residents of Badger Farm Parish Council. Cllr. Dolby to contact the organization to confirm that all necessary legal checks will have taken place on the volunteers they use before it is placed on the notice board. **RD**
- 13/17 Finance - to agree and sign the cheques for August payments**
Resolved: Payments for August were agreed and cheques signed.

PAYMENTS FOR AUGUST 2017			
Chq.No.	Name	Supplied	Amount
D/D	Badger Farm Community Centre	Room Hire	21.29
1880	Vita Play	Playground inspection	76.80
1881	Mrs. L. Wheeler	Locum Clerk	294.65
1882	Winchester City Council	Dog waste bins	910.00
1883	Vita Play	Playground inspection	76.80
1884	Mrs. L. Wheeler	Locum Clerk	315.35
1885	Mrs. C. Howe	Clerk	1,161.38
1886	Mrs. S. Hodnett	Website Hosting	71.88
1887	3 Mobile Network	Mobile phone	18.85
1888	BDO LLP	Audit	396.00
1889	Mrs. C. Howe	Anti-virus and mouse	25.49
1890	Vita Play	Play equip.installation	10,737.36
1891	SBC Solutions	It support	144.00
TOTAL			£14,249.85

ACTION

Chairman.....

11th September, 2017

- 14/17 **Technology update on Council website and to consider return e.mail addresses used on website**
Resolved: This was dealt with under Communications.
- 15/17 **To consider adding the Clerk as a signatory for the Council bank, updating correspondence address being used by the Bank for sending statements, increasing direct debit mandate for the hire of Bushfield Room.**
Resolved: Neither Council nor the Clerk thought it appropriate for the Clerk to be a signatory. The correspondence address for the NatWest Bank will be changed to the Clerk's address, digital statements to be requested for the Clerk, increase the D/D amount to cover the cost of increase in the hiring of Bushfield Room for P.C. meetings to be actioned.
 Clerk informed Council that she had secured a discount (charities rate) for the hire of the Bushfield Room; the monies owed from the annual increase in June was to be waived until October payment; Direct debit to be stopped after the December payment this year and the annual fee to be paid by cheque. Payment in advance will mean further savings as the annual increase which starts in June will not be applied.

CH/RD

There being no further business to transact, the Chairman thanked the members of the public and Council and closed the meeting at 9.50 p.m.

The date and location of the next meeting -

Monday 16th October, 2017, Bushfield Room, Badger Farm Community Centre at 7.30 p.m.