

BADGER FARM PARISH COUNCIL

Minutes of the Meeting held on 14th October 2013

PRESENT:

John Godbold (Chair)
Will Hawthorne (Vice Chair)
Dean Upton
Fenella Jarvis

IN ATTENDANCE:

Martin Macpherson (Clerk)
Cllr Phil Bailey (HCC)
Cllr Brian Laming (WCC)
Cllr Lynda Banister (WCC)

APOLOGIES:

Heather Nicholson
Julie Lacey
Chrissie Sanders
PCSO Gavin Cooper
PC Gareth McGaw

John Godbold (Chair) was present whilst items 1173, 1174 d)(ii), 1174 g)(i), 1175 c), 1176, 1177 b) and 1178 were transacted forming a quorum whilst these decisions were taken. He left the meeting on completion of this business. The Council was therefore unable to make decisions on the remainder of the agenda items.

1173. Minutes of the Last Meeting

The minutes of the meeting held on 9th September 2013 were **AGREED** and signed by **WH** as an accurate record.

1174. Reports and Recommendations from Working Parties

a) Police

No report, either written or verbal, was received from the police. It is now six months since a police officer attended a Council meeting.

b) Open Space

MM reported that:

- (i) WCC is about to undertake a strategic overview of its Open Space Strategy to analyse provision of facilities when new housing is built and to inform future expenditure of the Community Infrastructure Levy (CIL).

c) Planning

MM reported that:

- (i) 1 new application had been received:
Honeysuckle Close Rear Conservatory
- (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 Tuesday 8 October. 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) Railway. Buses replace trains in the Winchester area all day on Sunday 20th October. On 3rd November, there are no direct trains to Bournemouth from Winchester. On 10th and 17th November, trains from London will be diverted via Staines, causing timetable changes and reductions.
- (ii) Work has started on the footbridge and lifts at Winchester station.
- (iii) Buses. Stagecoach have joined Blue Star in adding WiFi to their buses.

f) Communications

No report

g) Finance

MM reported that:

- (i) At the end of the second quarter of the financial year (30 September 2013) actual income and expenditure compared with budgeted income & expenditure was:

Income			
Category	Budget to date	Actual to date	Balance
Precept	14,487	28,975	
Other Income	12	12	

Total Income	14,499	28,987	
Expenditure			
Category	Budget to date	Actual to date	Balance
Business	3,201	3,582	(381)
Clerk Salary	3,219	2,994	225
Donations	500	200	300
Litter	1,396	1,559	(163)
Open Space	0	0	0
Play Equipment	668	559	109
Whiteshute Ridge	3,851	50	3,801
Total	12,835	8,944	3,891
Capital Project	0	0	0
	12,835	8,944	3,891

The majority of the under-spend of £3,891 is accounted for by the lack of expenditure to date on Whiteshute Ridge. This is partially offset by overspend on Business affairs (Audit costs) and Litter (advanced payment for trade collection). Council **AGREED** that the situation is entirely satisfactory.

- (ii) The cleared balance on 1 October 2013 was £62,092.44. There were no un-cleared cheques. The bank statements and reconciliation for September and October 2013 were signed by **WH**.
- (iii) The second half Precept payment from WCC for £14,487.49 was received on 20 September 2013.
- (iv) The first half VAT claim for £384.69 was sent to HM R & C on 30 September 2013 and paid into our bank account on 9 October.

h) Parish Lengthsman

MM reported that:

- (i) The Lengthsman worked in the parish on 16, 17 and 18 September undertaking work cutting back and removing the overgrown buddleia on the footpath from the Davis KickAbout to Plough Way. Not for the first time he attempted to engage a wood chipper in order to avoid removing the arisings. This was refused by **MM**. Details of the disagreement were passed to the co-ordinator.

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

MM reported that:

- (i) The autumn cut of Whiteshute Ridge was recently completed and was done very well this year. Whilst the Scandor contractors were on site the gatepost at the entrance to the Ridge from Badger Farm Road was knocked over and damaged by a vehicle. Scandor have been requested to ascertain whether their staff were responsible and to let **MM** know what their intentions are regarding repair.
- (ii) D Denby will be conducting the tree survey shortly.

k) County Council Rep

Nothing formal to report.

l) City Council Reps

LB reported on:

- (i) Warm Up Winchester. This is a campaign to provide access to a new boiler and other energy efficiency measures for vulnerable households.

BL reported on:

- (ii) The new Leisure Centre debate.

m). Notice Board Rep

MM reported that:

- (i) The two new notice-boards from Greenbarnes Ltd for Meadow Way and the junction of Honeysuckle Close and Ivy Close, approved by Council at the last meeting, were ordered on 13 September. They should be delivered in the next two weeks.

n). Newsletter Rep

NTR

o) WDALC

MM reported that:

- (i) The AGM will take place at 7.30pm on Wednesday 23 October at Wickham Community Centre. No Councillors are available to attend.

1175. Risk Assessment Insurance

As part of the continuous Financial Management Risk Assessment, Council considered the following issues:

- a) Assets – Check that the policy has been updated for all recent purchases and removals. The recent reduction in the number of notice boards has been noted in the renewal notice.
- b) Assets – Review the adequacy of Public Liability insurance cover to mitigate against the risk to third party property or individuals. The current limit of indemnity for Public Liability is £10M.
- c) Staff – Review the adequacy of the £40K Fidelity Guarantee to mitigate against fraud by the Clerk. Council again **AGREED** that this limit was adequate for the time being but that it should be reviewed in April 2014.
- d) Financial Loss – Review the adequacy of the cover. Current cover is for £250,000. Council is additionally covered for corporate manslaughter, employer’s liability, personal accident, libel and slander and legal expenses.
- e) Play Equipment – Health & Safety Risk Assessment – Appropriate Loss & Damage Cover, Personal Accident Cover and Public Liability Cover remain in place.

WH signed the appropriate sections of the Risk Management Forms

1176. Clerk – Contract of Employment

JG signed an updated Contract of Employment reflecting the revised pay settlement agreed by Council at the last meeting. (Minute 1169 Page 893 refers).

1177. Correspondence

The following correspondence was discussed:

- a) WCC seek consultation on the development of the future Winchester District Car Parking Strategy and on-line survey: www.winchester.gov.uk/parking-strategy-consultation This consultation will remain open until midnight on Sunday 3rd November 2013.
- b) A request for a donation from the Jubilee Sailing Trust who promote the integration of able-bodied and physically disabled people through the adventure of Tall Ship sailing. During the last 12 months they have taken 312 residents of Hampshire to sea. Council regretfully **AGREED** that this was inappropriate since no Badger Farm residents would benefit directly.
- c) An invitation to the Winchester and District Neighbourhood Mediation Service’s AGM at Bradbury House, Durngate, Winchester at 6.00pm on Monday 21st October. No Councillor is available to attend.

1178. Payment of Accounts

The following payments were approved and signed:

1666	M D Macpherson	Clerk Salary & Expenses (Sept)	£	368.25	£	-
1667	Vita Play	Play Inspections (October)	£	76.80	£	12.80

1668 HM R & C PAYE 2nd Quarter £ 673.20 £ -

1179. Any other business

FJ raised concerns about the Community Centre Surgery. This will be placed on the agenda for the next meeting.

There being no further business the meeting closed at 2056.

Signed

Date