

BADGER FARM PARISH COUNCIL

Minutes of the Meeting held on 16th April 2012

PRESENT:

John Godbold (Chair)
Fenella Jarvis (Vice Chair)
Ian Tait
Heather Nicholson
Dean Upton
Will Hawthorne
Nicola Blencowe

IN ATTENDANCE:

Cllr Lynda Banister (WCC)
Cllr Brian Laming (WCC)

APOLOGIES:

Chrissie Sanders
Cllr Charlotte Bailey (HCC)
Martin Macpherson (Clerk)

1064. Minutes of the Last Meeting

The minutes of the meeting held on 12th March 2012 were **AGREED** and signed by **JG** as an accurate record.

1065. Reports and Recommendations from Working Parties

a) Police

- (i) Despite this being the fifth consecutive meeting without a report **MM** had contacted the police and had subsequently received a report for the period 1 January 2012 until 17 April 2012. This had been received the day after this meeting and covered the following:

Plough Way	Criminal Damage to garage door
May Tree Close	Criminal Damage to a wooden post (Play equipment)
Badger Farm Rd	Anti-Social Behaviour – stone throwing at passing cars
Sainsbury	Anti-Social Behaviour – stone throwing at passing cars
Silverwood Close	Anti-Social Behaviour – youth causing a nuisance
Broad Chalk Down	Anti-Social Behaviour – youths congregating in road
Ivy Close	Anti-Social Behaviour – Mopeds riding on WSR
Silverwood Close	Anti-Social Behaviour – youths building tree house
Harvest Close	Theft – Lead stolen from garage
May Tree Close	Theft – Scooter stolen from front garden

- (ii) The next meeting of the Winchester District Parish Policing Partnership will be held in the Beeston Room, North Walls Police Station at 6.30pm on Thursday 17 May. CI James Fulton wishes to discuss Illegal Encampments and Scrap Metal Operations as well as giving an overall performance view.
- (iii) **IT** had attended the most recent Police & Community Together (PACT) meeting.

b) Open Space

Councillors reported that:

- (i) The Kestrel Close footpath is overgrown and needs clearing - **BL** action.
- (ii) The remnants of a metal post on the footpath across the Davis Kickabout is dangerous and must be removed - **BL** action.
- (iii) The road surface at the junction between Rooks Down Way and Ashbarn Crescent has been damaged and has been reported to HCC.

c) Planning

JG reported that:

- (i) 1 new application had been received.
 Honeysuckle Close External chimney stack
- (ii) 2 applications had been approved:
 Falcon View Replacement of garage door with window. Front garden grass replaced by gravel. Footpath to house entrance replaced and additional footpath to bin area. New conservatory at back of the existing garage.
 Rooks Down Rd Replacement conservatory
- (iii) No applications had been refused

d) Play Equipment

JG reported that:

- (i) "In-house" fortnightly play equipment inspections are up to date.
- (ii) On the night of Saturday 7 April one of the Central Kickabout Trim Trail posts was vandalised. The post has been sheared off at the base. This was reported to the police by **JG** at 1405 on Sunday 8 April and was allocated crime number 44120137816. **JG** had made the area safe. This equipment is now obsolete but the contractor Record RSS can repair the damage. An identical repair in January 2008 cost £1,132 (inc VAT). Should Council decide to go ahead and claim on our insurance the excess will be £125. Council **AGREED** to claim.
- (iii) The item above caused Council to discuss the level of usage of the Central Kickabout. **JG** undertook to include a report in the next Community Newsletter to raise awareness of the levels of vandalism.
- (iv) The most recent Vita Play inspection took place on Wednesday 4 April. 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	Traverse ropes worn to core	Replace	C
Wicksteed Multi Play	2 post caps missing 1 post cap broken	Replace	C
Trim Trail	Broken Post (see (ii) above)		B
Davis Kickabout			
Flat Seat Swings	Cracks in frame	Monitor/Fill	C
Cradle Swings	Cracks in frame	Monitor/Fill	C
Multi Play	Cracks in frame	Monitor/Fill	C
	Rope on Incline ladder worn	Replace	C
Safety Surfacing	Algae & Moss	Clean	C

e) Transport

No Report

f) Communications

DU reported that:

- (i) The website now required to be populated by councillors. **JG** suggested that an informal meeting be held where **DU** can instruct Councillors in how to upload information.

g) Finance

MM reported that:

- (i) Expenditure remained within budget.
- (ii) The cleared bank balance on 30 March 2012 was £ 41,505.69. There were two un-cleared cheques to the value of £552.00:

001568	Dean Upton	Repayment for Domain name	£ 125.00
001571	M D Macpherson	Clerk Salary (February)	£ 427.00

The bank statements and reconciliation for March 2012 were signed by **JG**.

- (iii) The VAT claim for £1,507.52 for the period 1 September 2011 to 31 March 2012 was forwarded to HM R & C on 2 April 2012.
- (iv) Aon had now issued a new cover note after increasing the Public Liability limit of indemnity to £10M (Minute 1055 i) page 803 refers). The additional premium is £33.75.

h) Parish Proposals and Action Grid

NTR

i) Community Centre Lease Compliance

NTR

j) Whiteshute Ridge

JG reported that:

- (i) Two teenagers had been camping on the Ridge. This had been resolved amicably.

DU requested:

- (ii) Clarification on the allowable use of Whiteshute Ridge and the responsibilities vested in the Parish Council. **MM** will clarify the details of the lease at the next meeting.

k) County Council Rep

No Report

l) City Council Reps

BL reported that:

- (i) The police had attended Tree House between Silverwood and Wheatlands. (see Minute 1065 a) (i) Page 810 above).
- (ii) The WCC Head of Wild Life has offered to promote wildlife on Whiteshute Ridge. More details are required before this statement can be assessed.

LB reported that:

- (iii) Council house building. WCC will discuss at their next meeting with a view to development in Stanmore.
- (iv) A resident had complained about broken glass, dog mess and evidence of drug use on areas of Open Space.

m). Notice Board Rep

JG reported that:

- (i) The legal notices concerning the Local Elections have been posted.
- (ii) The front of the Silverwood Close notice board has become opaque and requires a new front.

n). Newsletter Rep

NTR

o). WDALC

JG reported that:

- (i) WDALC wish to get involved in WCC's forthcoming review of their planning processes. Any comments should be forwarded to WDALC Administrator by Monday 30th April.

1066. Local Elections

WH reported that:

- a) He had delivered the seven candidate's application forms to Winchester City Council on Monday 2 April. Ian Tait did not apply to stand; the seven other existing councillor's applications have been accepted.
- b) He had received a letter from WCC confirming that the election will be unopposed.
- c) He distributed a "Return of Expenses and Declaration" form which must be completed by all candidates even if no expenses were incurred.

WH was thanked by the Chairman for his work in co-ordinating the administrative arrangements required to support the election.

1067. Parish Lengthsman

JG reported that:

- a) The changes to the Council's insurance policy necessary to join the Lengthsman scheme had now been completed – see Minute 1065 para g) (iv) above.
- b) **MM** had signed the formal Agreement between Otterbourne Parish Council (the Lead Parish) and Badger Farm Parish Council (the Associate) and forwarded it on 2 April 2012.

1068. 2011/12 Audited Accounts

JG reported that:

- a) The internal audit for 2011/12 had been conducted by Mr Nicholas Caiger and completed on 10 April 2012. No problems had been identified. Copies of the Balance Sheet and Income & Expenditure Account at 31 March 2012 were circulated. He summarised the "Significant Variances" return and the "Supporting Statement".
- b) The Accounts for the year ending 31 March 2012 and the Statement of Assurance were **APPROVED** by Council. The Balance Sheet, Income and Expenditure Account, Asset Register, Supporting Statement and Explanation of Variance (including the Reconciliation of Statement of Accounts) were signed by **JG** prior to their being forwarded to District Audit in Bolton.
- c) The Annual Governance Statement was **APPROVED** by Council.
- d) The Auditor stated in his report that: "I am bound to comment again on Fidelity Insurance. I am delighted that the Council has increased cover to £40,000 but I observe that the month end balances are always more than this figure. I would encourage Councillors to

raise the cover to £60,000 which would then satisfy what one might call the month end test. Until then, it will be difficult to refute any suggestion by the insurers that as they are only covering part of the liability, in the event of a claim they will only pay out a similar proportion.” Council discussed this recommendation and **MM** was tasked to establish what additional premium the Insurance Company would demand to mitigate this risk.

- e) The Auditor’s summary comment was “I thought that your records were in very good order” and “I am pleased to see that you considered the points I made last year and have taken action”.
- f) Notices advertising Electors rights had been passed to **JG** for display on the Parish notice boards until 11 June 2012.

1069. Correspondence

The following correspondence was discussed:

- a) **JG** had accepted an invitation from the Mayor to attend the celebration of the Queen’s Jubilee in the Cathedral.

1070. Payment of Accounts

The following payments were approved and signed at the meeting:

1573	M D Macpherson	Clerk Salary (March)	£	497.95	£	-
1574	VitaPlay	Playground Inspections (March)	£	76.80	£	12.80
1575	HM R & C	4 th Quarter PAYE	£	320.80	£	-
1576	Aon Limited	Additional premium	£	33.75	£	-
1577	BF & OB RCA	WiFi for Community Centre	£	44.99	£	-
1578	HALC	2012/13 Affiliation Fees	£	473.00	£	-
1579	WCC	Dog Bin Emptying	£	455.00	£	-
1580	H Nicholson	Chairman’s Expenses	£	25.00	£	-

1071. Any other business

There being no further business the meeting closed at 2100.

Signed

Date