

# BADGER FARM PARISH COUNCIL

## Minutes of the Meeting held on 12th October 2009

### PRESENT:

Keith Taylor (Chair)  
John Godbold  
Fenella Jarvis  
Ian Tait  
Daniel Phelps  
Dean Upton

### IN ATTENDANCE:

Martin Macpherson (Clerk)  
Cllr Brian Collin (WCC)  
Cllr David Spender (WCC)  
PC Nigel Harding

### APOLOGIES:

Ray Stannard  
Will Hawthorne  
Cllr Charlotte Bailey (HCC)

### 866. Minutes of previous meeting

The minutes of the meeting held on 14<sup>th</sup> September 2009 were **AGREED** and signed as an accurate record.

### 867. Reports and Recommendations from Working Parties

#### a) Police

**PC NH** reported on the crime figures for the month. There had been:

- (i) 3 Thefts                      Motor Bike from Elder Close – recovered fire damaged  
   Cycle from Maytree Close  
   Cycle from communal stairwell
- Suspicious Persons            3 males in Maytree Close – window cleaners  
   1 male in Plough Way – no offence
- Criminal Damage            Damage to rear door in Plough Way
- Trespass                      Honeysuckle Close
- Domestic Dispute            Harvest Close
- 3 Burglaries                    Silverwood Close – Smashed patio door  
   Honeysuckle Close – Empty house  
   Charfield Close – Entry via insecure window
- 1 Rowdy & Inconsiderate    Drunk in Meadow Way

**MM** reported that:

- (ii) The next meeting of the Parish Policing Partnership Forum will be held on 21st October in the Arlebury Park Centre, Alresford at 7.30pm.

#### b) Open Space

**CB** had reported by email that:

- (i) Work on the Falcon View beds had been completed.
- (ii) The Falcon Way underpass vegetation clearance had been completed.

**DU** reported that:

(iii) He had been asked why the pavements had been re-surfaced in Silverwood Close but not in Wheatland Close. **MM** will follow-up with **CB**.

**MM** reported that:

(iv) The bulbs ordered on 27 January for Autumn planting had now all arrived and had been passed to **RS** for planting.

c) Planning

**MM** reported that:

(i) No new applications had been received:

(ii) 2 applications had been approved:

Rances Way	Conservatory to Rear
Juniper Close	Conservatory to Rear

(iii) No applications had been refused.

(iv) No applications had been withdrawn:

**KT** reported that:

(v) He had objected to the Lark Hill Rise application (minute 860 c) (i) refers) on the grounds of general amenity and car parking.

(vi) He had responded to a flyer about the proposed development of the Pitt Manor site as an alternative Park & Ride observing that Badger Farm Parish Council did not support the ideas because of the problems of access and traffic.

d) Play Equipment

**MM** reported that:

(i) Play Equipment inspections were up to date.

(ii) Further to the discussion about the ownership and insurance of the five-a-side goal (minute 860 d) (i) refers) Council **AGREED** that:

(a) **MM** should establish what additional premium would be payable for replacement and indemnity/third party insurance.

(b) What best practice about the goal nets is recommended by RSPoA.

Should these enquiries be satisfactorily resolved Council will adopt the goal and associated responsibilities.

e) Transport

**MM** reported that:

- (i) The next meeting of the Parish Transport Representatives meeting will be held in the Discovery Centre on Saturday 14<sup>th</sup> November at 10.00am.

f) Parish Website

NTR

g) Finance

**MM** reported that:

- (i) The bank statements and reconciliation for September 2009 were signed by **KT**. The cleared balance on 1 October 2009 was £43,886.48. There was one un-presented cheque to the value of £20.00.
- (ii) He was in the process of negotiating with NatWest about the imposition of £35 bank charges for an unpaid cheque. The bank was instructed by letter to transfer funds to the Reserve Account on 2 July. Some 18 days later they refused to honour cheque 001428 on the basis that there were insufficient funds and only carried out the transfer a day later. He had written to the bank on 4<sup>th</sup> September to complain but had received no answer by 7<sup>th</sup> October and had therefore written again (recorded delivery) on 8 October. The matter remains unresolved.
- (iii) Expenditure remained within budget.

h) Community Project

**DP** reported that:

- (i) He had now received a number of responses to the survey and would present a collated report at the next meeting. **KT** undertook to pass the results of previous parish surveys to **DP** for inclusion.

i) Community Centre Lease Compliance

**KT** reported that:

- (i) **WH** had received several comments from parishioners about the new parking regulations imposed by Sainsbury's in their car park (3 hour maximum stay). **KT** had inspected the Community Centre lease and confirmed that Sainsbury were under no legal obligation to earmark parking space for the Community Centre. Council **AGREED** that this was a matter for the RCA who should try to negotiate an exemption for their employees and customers.

j) Whiteshute Ridge

**MM** reported that:

- (i) Following the discussion at the last meeting (minute 860 j) (i) refers) **JG** and **WH** had selected a suitable site for an additional dog bin on the footpath leading onto the Ridge from beside 48 Plough Way. It is approx 95 metres from the bottom where the diagonal path meets the first path on the top. **MM** had contacted WCC (Ext 2350) who have undertaken to advise whether this site will incur additional collection costs. Council **AGREED** that **MM** should go ahead and arrange this provided that the additional costs were not exorbitant.

k) County Council Rep

**CB** was unable to attend but had reported that:

- (i) She had provided a grant to the Badger Farm Friendly Club but was still in a position to make further grants.
- (ii) She was aware of the Pitt Manor debate (see minute 867 c) (vi) above) and was in contact with the Highways Dept about any planning application.

l) City Council Reps

**BC** reported on:

- (i) HCC "E" conference.
- (ii) WCC Crime Panel – handbag lanyards
- (iii) Bushfield Roundabout – progress report.

**DS** reported on:

- (iv) Badger Farm Road Subway – Murals
- (v) Dog Fouling signs on Ashbarn Crescent have been replaced
- (vi) Honeysuckle Close road sign will be replaced.

m). Notice Board Rep

NTR

n). Newsletter Rep

NTR

o). WDALC

**MM** reported that:

- (i) The AGM will be held in the Wykeham Room, Guildhall at 7.00pm on Thursday 22 October. **KT** will try to attend.

#### **868. Review Council Standing Orders**

**MM** had produced a new set of Badger Farm Parish Council Standing Orders in accordance with the recommendation of the Internal Auditor and circulated draft copies to all Council members prior to the meeting. These were based on the NALC Standing Orders 2003. Council resolved unanimously to adopt them forthwith. **KT** signed the master copy.

#### **869. Financial Risk Assessment**

As part of the continuous internal financial risk assessment process **KT** checked the following:

- a) Clerk's salary – hours and rate to contract
- b) PAYE calculations
- c) Arithmetic on invoices

and then signed the Financial Risk Assessment and Management form.

#### **870. Renewal of Community Centre Lease**

The Chairman of BF & OB RCA (Ian Millar) had recently asked **KT** whether the lease of the Community Centre to the RCA could be renewed early because of under the existing lease he believed that the CA was unable to renegotiate their lease of the Doctor's Surgery past 2011. **MM** reported that this was probably untrue since the lease was negotiated by Godwin, Bremridge and Clifton, Solicitors of 12 St Thomas Street, Winchester in 1986 but was subsequently amended in 1992 and it therefore now expires on 31<sup>st</sup> October 2017.

Council **AGREED** that **MM** should write to Ian Miller pointing out the amendment and seeking an optimum solution to the renewal of both leases that would minimise the financial outlay in solicitors fees over the medium term to both RCA and Parish Council.

#### **871. Clerk Salary Review**

**MM** reported that the National Joint Council for Local Government Services had agreed the terms of the 2009 pay settlement with the Trade Unions. Pay would be increased by 1% and an additional leave entitlement of four days after five years continuous service would be granted. This represents an increase of 10p per hour on salary and 48p per month on office expenses. Council unanimously **AGREED** to implement this increase from 1 September 2009 for the Clerk.

#### **872. Correspondence**

The following correspondence was discussed:

- a) The next BF & OB RCA User Group meeting will be held in the Community Centre on Wednesday 21 October at 8.00pm. The agenda was passed to **KT**.

- b) A Hampshire County Council survey on working in partnership with local councils had been completed online by **KT**. (<http://www.surveymonkey.com/s.aspx?>).

**873. Payment of Accounts**

<b>Cheque</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>
The following payments were approved and signed:				
1435	HM R & C	PAYE & NIC 2 <sup>nd</sup> Quarter	£ 356.05	£ 0.00
1436	M D Macpherson	Clerk Salary & Expenses	£ 417.69	£ 0.00
1437	SERCO	Litter Bin Emptying	£ 188.37	£ 24.57

**874. Any other business**

- a) A backup CD and sealed envelope containing passwords for the Parish Computer were passed to **JG** for alternative site storage.
- b) **DH** raised an issue about membership of the Community Centre Social Club. This will be discussed with **WH**.

There being no further business the meeting closed at 2210.

Signed .....

Date .....