



Minutes of the Meeting of the Parish Council held in the Bushfield Room, Badger Farm Community Centre at 7.30 p.m. on Monday 13<sup>th</sup> May, 2019.

Members Present: Cllr. Mrs. Rhian Dolby - Chairman  
Cllr. Mrs. Julie Lacey – Vice Chairman  
Cllr. Mrs. Fenella Jarvis  
Cllr. Godbold  
Cllr. Skinner  
Cllr. Parsons

In Attendance: Mrs. C. Howe - Parish Clerk,

By invitation: Cllr. Laming (W.C.C.) Cllr. Ms. Williams (W.C.C.) from 8.25 p.m.

**69/19 To elect the Chairman of the Council**

Cllr. Mrs. Lacey proposed and Cllr. Mrs. Jarvis seconded Cllr. Mrs. Dolby for chairman.

**Resolved:** Cllr. Mrs. Dolby was elected as Chairman and duly signed the Declaration of Office.

**70/19 To elect the Vice-Chairman of the Council**

Cllr. Mrs. Dolby proposed and Cllr. Mrs. Jarvis seconded Cllr. Mrs. Lacey as Vice-chairman.

**Resolved:** Cllr. Julie Lacey was elected as Vice-Chairman.

**71/19 To receive apologies for absence**

Cllr. Mrs. Warwick and Cllr. Mrs. Bell – both attending other meetings. Cllr. Bell has sent her apologies for the whole year as she will be unable to attend due to becoming the Mayor of Winchester and being a member of her own parish council.

**72/19 To receive any Declarations of Interest from Members**

None received.

**73/19 To approve as a correct record, the minutes of the Meeting on 8<sup>th</sup> April, 2019**

**Resolved:** The minutes were accepted and signed by the Chairman as a true record.

**74/19 To receive the Chairman's Report**

The Chairman informed council:

1. The room hire rate will increase from £23.75p to £24.35p on the 1<sup>st</sup> June, 2019.
2. We have been refunded the full amount of VAT £984.01p.
3. We received the precept on 12<sup>th</sup> April, 2019.
4. Insurance is due on 1<sup>st</sup> June, 2019. Came and Co. quoted £1,6714.84, Norris and Fisher quoted £613.81p. The cover provided is identical with the exception of terrorism.
5. AVA Recreation quoted £1,002.00 inc.vat. for mending/altering the playground equipment.

Chairman.....

13<sup>th</sup> May, 2018

**75/19 Public participation - the public are invited to speak for a maximum of 3 mins. each on a topic which is relevant to the parish**  
No questions from the floor.

**76/19 To appoint an Internal Auditor for 2018/19**  
**Resolved:** To continue with Ms. Eleanor Greene.

**77/19 To review Council's Asset Register**  
Councillors were not aware of any changes which needed to be made.  
**Resolved:** The asset register was approved and confirmed.

**78/19 To review Council's Insurance Policy**  
Councillors were not aware of any changes which needed to be made.  
**Resolved:** Clerk to contact other parishes who use Norris and Fisher and, subject to positive feedback, to arrange BFPC insurance cover with them.

**79/19 To note Clerk's salary increase in line with NJC and hours of employment**  
Clerk's salary is at point 19 (old sc.pt.26) within the LC2 (18-23 below substantive range) as set out in the 2018/19 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. The hourly rate is now £12.89p. Hours worked per week are 15.  
**Noted.**

**80/19 To appoint members to working parties**  
**Resolved:** The following members were appointed to the following working parties.

a. Planning	-	Cllr. Mrs. Jarvis (Chairman), Cllr. Godbold, Cllr. Parsons
b. Communications		
i. Facebook	-	Cllr. Mrs. Lacey
ii. Twitter	-	Cllr. Skinner
iii. Newsletter	-	Cllr. Mrs. Dolby
iv. Noticeboards	-	Cllr. Mrs. Dolby
c. Playgrounds	-	Cllr. Skinner, Cllr. Godbold
d. Open spaces	-	All
d. Parish Lengthsman	-	Cllr. Mrs. Lacey
e. Highways and Transport	-	Cllr. Skinner

**81/19 To appoint representatives to external bodies**  
**Resolved:** To appoint the following members as representatives of BFPC to external bodies.

a. Police	-	Cllr. Mrs. Lacey
b. Hampshire Transport Forum	-	Cllr. Skinner
c. Badger Farm Community Centre	-	Cllr. Godbold
d. WDALC (Winch.Dist.Ass.of Local Councils)	-	Cllr. Mrs. Dolby, Cllr. Godbold

**82/19 To set the dates and times of ordinary Council Meetings for the year**

June	10 <sup>th</sup> 2019		
July	8 <sup>th</sup> 2019	Dec.	9 <sup>th</sup> 2019
No meeting in August		Jan.	13 <sup>th</sup> 2020
Sept.	9 <sup>th</sup> 2019	Feb.	10 <sup>th</sup> 2020
Oct.	14 <sup>th</sup> 2019	March	9 <sup>th</sup> 2020
Nov.	11 <sup>th</sup> 2019	April	13 <sup>th</sup> 2020

**Resolved:** The dates were approved and confirmed. All meetings to be held at the Badger Farm Community Centre, Clerk to inform Mrs. Jan Dawkins the booking secretary at the Centre.

**83/19 To consider continued membership of HALC**

**Resolved:** To continue subscription to HALC.

**84/19 Planning:**

**Applications**

**19/00558** – 32 Ashbarn Crescent, Badger Farm, SO22 4QJ

Creation of front porch overhang and garage extension, wood cladding to front, replacement windows, rear single storey extension (under Permitted Development), retaining existing balcony at lower ground floor with change in balcony surround to frosted privacy glass.

**Comment:** No objection.

**19/00741** – 7 Roydon Close, Badger Farm, SO22 4PY

Erection of a single storey rear extension.

**Comment:** Support the application, no objection.

**19/00725** – 35 Harrow Down, Badger Farm, SO22 4LZ

2 storey side extension.

**Comment:** No objection.

**85/19 To receive report from H.C.C. Member Cllr. Mrs. Jan Warwick**

Report received.

**86/19 To receive report from W.C.C. Members Cllrs. Bell, Williams and Laming**

No report.

BFPC wish to thank Jan Warwick for all her hard work on our behalf during her time as our district councillor. **Chairman** to write and thank her.

**87/19 Recreation and open spaces**

The contractors for estates maintenance have mown down shrubs which BFPC planted and a large swathe of cowslips (now a protected species), Council requested **Cllr. Laming** find out who has been appointed to manage the estates maintenance contractors and let the Clerk know.

**88/19 Highways and Transport –**

**Highways and Transport Report for May 2019**

**Speed Monitoring**

A meeting with a traffic officer from HCC is scheduled for 20<sup>th</sup> May, to look at proposed sites around the parish to locate a flashing speed sign.

**Buses**

No service alterations to report.

**Roadworks etc.**

The damaged sign at Badger Farm roundabout is due to be replaced between 22<sup>nd</sup> to 24<sup>th</sup> May. There is expected to be a lane closure during the works.

Southern Water due to replace a stop tap in May Tree Close on 15<sup>th</sup> to 16<sup>th</sup> May, with some carriageway incursion.

**89/19 Communications**

1. Website

Still waiting for the 'members only' page on the website.

2. Facebook

Nothing to report.

- 3. Twitter  
Nothing to report.
- 4. Newsletter  
Nothing to report.
- 5. Notice Board  
Nothing to report.

**90/19 To discuss funding Mr. James Miller’s proposal to set up a ‘Keep Badger Farm Tidy’ team**  
**Resolved:** Clerk to send a grant application form to Mr. Miller and council to discuss the grant at the June meeting.

**91/19 Finance**

**To approve the Annual Governance and Accountability Return and sign off 2018/19 accounts**

**a. To approve Section 1 of the AGAR**

Section 1 was approved and signed by the Chairman and Clerk/RFO.

**b. To approve Section 2 of the AGAR**

Section 2 was approved and signed by the Chairman and Clerk/RFO.

**c. To receive explanations of significant differences**

The significant differences explanation was received and approved.

**d To approve payments for April ’19**

April payments were approved.

**e. To approve and sign the bank reconciliation for April ’19**

Bank reconciliation was approved and signed by the chairman.

There being no further business to transact, the Chairman thanked those present and closed the meeting at 8.30 p.m.

The date and location of the next meeting -

***Monday 10th June, 2019, Badger Farm Community Centre at 7.30 p.m.***