

**CANDOVERS PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE COUNCIL**

**Date:** Monday 2<sup>nd</sup> July 2017 **Time:** 7:30pm

**Venue:** CVC, Brown Candover

**Present:** Jonathan Moseley Chairman  
Sue Marriott Lady Vice-Chair  
Di Peisley  
Adam Willmott  
Wendy Simson Clerk  
PC Andy Reid

**Apologise:** Edwina Curtis-Hayward

**1022 Apologies**

Councillor Curtis Hayward was not able to attend the meeting and sent her apologies

**1023 Minutes of the last meeting**

The minutes for the last meeting held on 22<sup>nd</sup> May 2017 were reviewed and agreed by the Council as an accurate record. The Chairman signed to confirm they were an accurate record of the meeting.

**1024 Matters arising**

**Additional Bank Account for Lengthsman Grant** – The Clerk has not set up this additional account but plans to do so soon.

**Action:** Clerk to set up new bank account

**Bin Emptying at the end of Duck Lane** – Councillor Willmott confirmed that this bin is now being included in the collection on Tuesdays.

**Grass cutting access on Wayfarers** – Councillor Willmott agreed to speak to the local landowners again.

**1025 Police update**

PC Reid informed the Parish Council that there had been no reported crimes in Brown or Chilton Candover since the last meeting.

There have been many burglaries in the area including Dummer and Cliddesdon. PC Reid had also sent out information about Traveller in the area and asking residents and Parish Councils to ensure any open areas are secured.

The Chairman thanked PC Reid for all his work in the community and his on-going support.

**1026 Financial Update**

The payments to be made at the meeting are: -

- CPRE membership - £36
- Internal audit - £50
- Grant for community event - £400

- Clerk's salary (Apr - Jun) - £180
- PAYE (Apr - Jun) - £120
- Grant for 1<sup>st</sup> Candover Scout group - £300
- Grant for Community Event - £400

The accounts for the CVC are still being sorted out and so the Grant Application has been held again.

**Action:** Clerk to put CVC Grant on the agenda for the next meeting.

The Internal Audit has been completed, the feedback is as follows:

1. Last year I noted that whilst most payments were backed up by invoices, donations/grants to local groups are not. This year grants have been awarded to the Scout Group, The Candover Valley Club, The Community Store, and St Peter's Church without any form of receipt. I suggest that perhaps these organisations could sign a receipt as proof of payment received.
2. I also note that whilst in principle the work of grass cutting around the bus stops and to the rear of St Peter's Church are recorded and approved in the minutes, the actual cost is not mentioned. The amount paid is however in the same ball park as last year's costs.
3. I note that the grant income in respect of the Lengthsman work planned for the parishes of Preston Candover & Nutley, Ellisfield, Northington, Cliddesdon and Herriard as well as the Candover Parish Council is paid into the Candover Parish bank account. However, the Candover Parish Council are not able to authorise payments in respect of services outside the parish. Hence, payments have been made for which no authorisation is given in the minute book. I note the suggestion that in future the grant income be paid into a separate bank account and I believe this would help to put the Candovers Parish accounts in a clearer position. I would further suggest that the authorisation of the invoice for payment be the responsibility of the parish receiving the service.

The Clerk informed the Council that the accounts have now been sent to BDO for external audit and feedback from this should be available for the next meeting in September.

**Action:** Clerk to bring feedback from BDO to next meeting.

The declaration to the Pensions Regulator has been completed to show that there no employees entitled to a pension at the Parish Council.

#### **1027 CVC Update**

The Mad Hatters Tea Party, which took the place of the fete, was a success and it is believed that it has raised over £1,000 for the CVC.

The Club is open most Saturday evenings for the public but has also had many private hires. A "Glitz and Glamour" evening is being planned for September.

#### **1028 Website**

Councillor Peisley confirmed that the website was up to date.

Councillor Peisley had been given some lovely photos of the Mad Hatters Tea Party to put on the website.

#### **1029 Planning**

**Fell 2 Beech Trees at 4 Spybush Cottages** – the Parish Council discussed these trees and it was agreed that a site visit by the Tree Inspector was recommended to give advice.

**Action:** Clerk to ask for a site visit

**Replacement of existing commercial buildings at the Totford Saw Mill** – This application was received earlier in the day and the Chairman asked if the paperwork could be forwarded to all Councillors for consideration.

**Action:** Clerk to forward email.

**1030 Community Store**

No further update

**Action:** Clerk to allocate to “all” on the agenda

**1031 Lengthsman Grant**

The Chairman asked if the contractor had signed and returned the contract for 2017/18, the Clerk informed the Council that it hadn't been returned to date. The Chairman asked that the Clerk chase this and that no further work be allocated until this has been received.

**Action:** Clerk to chase Lengthsman for contract.

Councillor Peisley asked that the speed restriction sign on the Woodmancott Road be turned around and cleaned.

The Lady Vice Chair reported that the Oxdrove has been cut from the Woolpack to the old Dairy but that it still required attention through to the Wield Road in Preston Candover.

**Action:** Clerk to speak to Basingstoke & Deane team.

**1032 General correspondence**

The Clerk received an email from Peter Shelley from Hampshire County Council about changes to the C41 bus service which runs from Basingstoke to Alresford. Currently the service runs 6 days a week but is planned to be cut to 3 days. A survey was included in the email which the Clerk has had completed by all those who use the bus in the parish, HCC did put someone on some of the buses to collect this information but not all commuters met this person. The Councillors agreed that a letter should be written from the Parish Council supporting keeping the bus service 6 days per week. The Chairman agreed to send the letter to Mr Shelley with his support for the service.

**Action:** The Clerk to draft a letter to Mr Shelley about the change to the bus service.

**1033 Any Other Business**

The Chairman commented on the war memorial in Preston Candover and work done to refurbish it. Councillor Willmott agreed to look at the memorial at St Peter's and report on the work required.

**Action:** Councillor Willmott to report at next meeting.

**1021 Date of next meeting**

- Monday 25<sup>th</sup> September
- Monday 27<sup>th</sup> November