

## PRESTON CANDOVER AND NUTLEY PARISH COUNCIL

### MINUTES OF PARISH MEETING OF THE COUNCIL

<b>Date:</b>	Monday 26 <sup>th</sup> June 2017.	<b>Time:</b>	8:00pm
<b>Venue:</b>	Preston Candover Village Hall		
<b>Present:</b>	Alex Taylor	Chairman	
	Paul Sadler	Vice Chairman	
	Tish Owencroft		
	Daphne Prosser		
	Tina Spicer		
	Ian Simpson		
	Wendy Simson	Clerk	
<b>Apologies:</b>	Rob Marks		
	Ruth Chattell		

#### 825 Apologies

Councillors Chattell and Marks was not able to attend the meeting and sent apologies

#### 826 Minutes of previous meeting

The minutes of the previous meeting on 15<sup>th</sup> May were approved as a true record of the meeting and signed by the Chairman.

#### 827 Matter arising

**Website Maintenance** – it was agreed that Councillor Marks needed to be present if the website was to be discussed as he had the greatest knowledge of the system.

**Action:** Clerk to [website maintenance on the agenda for the next meeting](#)

**Skate Ramp Repairs** – The patch on the skate ramp has been completed and Councillor Prosser reported that many children had been seen using it.

**Action:** Clerk to [download the inspection report and circulate to check that the risk rating has been reduced.](#)

#### 828 Financial Update

The Clerk presented the finance report.

One cheque had been signed off since the last meeting, it was:

- £495.00 – skate ramp repair

This was £100 lower than expected as the contractor believed it would be a larger job and had asked a colleague to join him however, the extra man didn't turn up.

There were five payments to be signed off at the meeting they were:

- £264.00 – Grassing cutting (May)
- £531.63 – replacement posts for SID
- £235.50 – PAYE (Apr - Jun)

- £354.30 – Clerk’s salary (Apr - Jun)
- £10.00 – HALC for 2 new Councillor Guides

The Clerk explained that the Internal Audit was carried out by John Murray on 24<sup>th</sup> April. There were no issues and the points raised were:

- Asset Register – you should show the “frozen” values as well as the insurance values on your paperwork. This will make it easier in future years if you dispose of an asset.
- Village Hall – there are no invoices from the Village Hall for the two payments you made for meetings during the year. Can you please ensure these are obtained and confirm to me they have been received?
- I have noted that you have opted out of The Workplace Pension Scheme (your staging date being 1<sup>st</sup> July)
- I have also noted that your salary has not increased – this is a personal matter between you and the Parish Council
- Would suggest that all policy documents – e.g. Standing Orders, Financial Regulations, Risk Assessments are reviewed annually at the Annual Parish Meeting of the Council.

The paperwork has now been sent to BDO for the External Audit and this is due to take place after 20<sup>th</sup> June.

**Action:** Clerk to bring BDO report to next meeting.

**829 Planning**

There have been no planning applications since the last meeting

**830 Rights of Way**

Councillor Simpson informed the Council that there were no issues with the Rights of Way now.

**831 Children’s play areas**

Councillor Owencroft explained that the fence was still in need of repair at the Children’s Play Area.

Councillor Simpson suggested that a set of spikes should be put on the top of the swings to stop the pigeons sitting on the bar and defecating on the swings.

**Action:** Ian to investigate what is available and cost and present at next meeting

The Vice Chairman asked about the fencing in front of the skate ramp and what it’s purpose was? It was suggested that it was to prevent children running onto the ramp. The issue is that the grass doesn’t get cut round these posts and dogs tend to gravitate towards the area to defecate.

**Action:** Clerk to email Bernard Crisp to ask if this fence can be removed so the area can be cut by the ride on mower.

**832 Recreation Ground**

Nothing further to report

**833 War Memorial**

Work on the War Memorial has been started and the Parish Council agreed that it was already looking much better.

The Vice Chairman suggested that Lord Sainsbury would like to support the work being done to improve this area and proposed that a gully of shingle be created round the War Memorial to stop the lawnmowers knocking it the stonework. It was also planned that the posts and the water pump be given a lick of paint. There is a waste paper bin attached to the side of the water pump which doesn't look very attractive. It was agreed that as there is a bin at the bus shelter across the road that this could be removed.

Action: The Vice Chairman to liaise with Charles Bradshaw to agree on the improvement plans

**834 Highways**

Councillor Prosser reported that there had been no further work done on the pot holes in the area.

**835 Council Property**

Nothing to report

**836 Community Store Update**

There is nothing further to report now

**837 Lay-by project**

The Clerk gave each member of the Parish Council a map showing the proposed improvements to the children's crossing area and the lay-by. The Highways Department are still waiting for tenders to be returned but it is estimated that the costs of completing all the work will be £13,000. There is approximately £8,000 remaining in the Section 106 pot. The Councillors agreed that until the itemised costs are received that no decision can be made about what to cut out of the project or if the full project should be completed and funding allocated from the Parish Council finances.

**Action:** Councillor Chattell to push for these costs ASAP and an emergency meeting will be called once these have been received so an agreement can be made.

**838 General Correspondence**

The Clerk received a letter from Charles Bradshaw expressing his gratitude for the card and gift for his retirement.

A resident from Axford had emailed the Clerk asking if the hedges along the Dummer Road could be cut back.

**Action:** The Vice Chairman and Councillor Simpson to get in touch with the resident to get more details so this can be actioned.

The Clerk spoke to a resident of Preston Candover about the hedges at Jasmine Cottage which obscure the view when pulling out onto the B3046. The property is for sale and the executors have been asked to get this work completed.

**839 Any other business**

The Clerk has passed on an email to Councillor Prosser about proposed changes to the bus service from Basingstoke to Alresford. The proposal would see the days the bus runs drop from 6 days to 3 per week. A survey has taken place with a small proportion of the passengers but the Clerk had also circulated copies for residents to complete.

**Action:** Councillor Prosser to draft a letter to Councillor McNair Scott (County Councillor) and Councillor Ruffell (Borough Councillor) asking for their support to protect this service.

Councillor Owencroft suggested that copies of the survey be given out at the over 60's lunch on Thursday 29<sup>th</sup> June.

**Action:** Clerk to print of 12 copies ready for this event.

**824 Date of next meeting**

Parish Council meeting to be held on Monday 18<sup>th</sup> September at 7:30pm