

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting: FULL PARISH COUNCIL
Date: 3 May 2022
Location: The Pavilion Meeting Room, Old Basing
Time: 7.45 pm (immediately following the Annual Parish Council Meeting)
Members Participating: Cllrs A Renwick, P Bloyce, R Doust, S Brown, K Tuck, S Grassi, J Robinson, G Moore, D Whiter, M Campbell, C Butfoy
Members Absent:
In Attendance: Mrs S Tuck (Clerk); L Orvis (Finance Officer); 1 member of the public

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE There were no apologies for absence.	
2.	CONFIRMATION OF MINUTES The Minutes of the Ordinary Parish Council Meeting held on Tuesday 5 April 2022 were confirmed as a true record of the business conducted.	
3.	DECLARATIONS OF INTEREST There were no declarations of interest relevant to items on this Agenda.	
4.	REPORTS FROM DISTRICT & COUNTY COUNCILLORS No District or County Councillors were present. Cllr Whiter said he would follow up with Cllr Still re Milkingpen Lane Footpath.	
5.	MATTERS RELATING TO FINANCE 5.1. The Invoice Log detailing the previous month's invoices, petty cash expenditure, salary costs & bank balances were received and ratified . 5.2. The Q4 Management Accounts for the period January – March 2022 and Year End Summary had been circulated to Councillors in advance of the meeting. The Finance Officer commented that the new fixed price for the Grounds Maintenance Contract has helped with the current increase in inflation and he will provide a revised forecast for the Finance & Resources Committee in June. Cllr Doust queried the high level of reserves which were explained as follows: Tennis Club approx. £10k; Environmental Contingency £38k; Lychpit Hall (for possible boiler replacement) £32k; Play equipment £35k (increased following sale of machinery & ring fenced for recreation facilities). Compulsory reserves 25% of revenue. Following this the Q4 Accounts were received and ratified . 5.3. The Clerk's Report relating to the cost of reinstating the grounds following football was received and noted together with details relating to a refund on the 2 nd instalment of charges to the football club due to cancelled matches. The following was proposed and agreed : <ul style="list-style-type: none">• To issue the refund to the club.• To issue an invoice for the difference between the amount the Parish Council expected to pay for end of season restoration work and the additional costs related to damage cause by over-use during bad weather.	

Item No	Item	Action
5.4	The invoice for the renewal of HALC/NALC Membership was received and agreed .	
6.	<p>6.1 ANNUAL AUDIT 2021/22 The Annual Governance & Accountability Return (AGAR) for 2021/22 was received and ratified as follows:</p> <p>6.1.1 Section 1 of the AGAR was signed by the Clerk and Chairman. 6.1.2 Section 2 of the AGAR signed by the Clerk/RFO was signed by the Chairman.</p>	
7.	<p>CORRESPONDENCE RECEIVED</p> <p>7.1. Notification of the intention to dissolve Country Watch and details relating to the distribution of funds to Corporate Members was received and the proposal as set out by Country Watch agreed. The Chairman wished to record thanks to the members of Country Watch.</p> <p>7.2 A Report of the Independent Remuneration Panel for Basingstoke & Deane Borough, Parish & Town Councils was received and it was decided not to adopt a Member Allowances Scheme but to continue with the current basic Chairman's Allowance already in place. All agreed.</p> <p>7.3 The Borough Council's Code of Conduct for Councillors to be implemented following elections on 9 May together with supporting information was received. Cllr Butfoy expressed his concern regarding the paragraphs relating to social media and it was pointed out that this was a standard recommended document that all Councillors accepted on becoming a Councillor. All Councillors to adopt the Code of Conduct and to accept the Social Media Guidance for Councillors.</p>	
8.	<p>PUBLIC PARTICIPATION SESSION</p> <p>The member of the public present at the meeting said that his reason for attending had been addressed at the Annual Parish Council Meeting when his wish to join the Planning & Development Committee was noted and he was invited to contact the Clerk prior to the June meeting if he wished to be considered for co-option.</p>	
9.	<p>MISCELLANEOUS ITEMS</p> <p>The Clerk explained that some of the existing Policies and Procedures were very dated and it was essential that these were now updated. Cllrs Renwick and Bloyce expressed concern at the length of the Standing Orders and the Clerk suggested adopting the NALC model now and a review to more accurately reflect the Parish Council's own needs taking place over the coming months.</p> <p>Councillors agreed to adopt the following:</p> <ul style="list-style-type: none"> • Councillors Code of Conduct (See Item 7.3 above). Agreed • Standing Orders (NALC recommended model) SB commented that the colour coded symbols were unsuitable for anyone who was colour-blind. AR proposed agreeing as suggested by the Clerk. Agreed • Financial Regulations (no change to current version). Agreed • Social Media Guidance for Councillors (See Item 7.3 above). Agreed • Scheme of Delegation (no change to current version). Agreed <p>The following Policies & Procedures were received and will be reviewed for adoption at the June meeting:</p> <ul style="list-style-type: none"> • Statement of Policy on the Local Government Pension Scheme • Publication Scheme 	

Item No	Item	Action
	<ul style="list-style-type: none"> • Community Engagement Policy • Equality & Diversity Policy • Grant Awarding Policy • Reserves Policy • Training & Development Policy • Data Subject Request Policy <p>This is not an exhaustive list and other Policies & Procedures, either existing or new, will be submitted for adoption in the coming months.</p>	
10.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> • Castle Water - awaiting response from Thames Water. • Bench at Lychpit Centre – HCC response unacceptable - clerk to contact HCC again . • FOI request – no progress • Jubilee Oak trees – awaiting quote • Dof E Oak – no progress • APM speaker – all arranged - close • ILP/ERF – DW awaiting information re summer meeting. KT in touch with R Aylard who has offered a tour of the STW – awaiting dates. • Village Hall trees – no progress • Fence dispute – planning committee dealing. Remove • Footpaths 2 & 7 – bridge – ES/Countryside officer dealing. KT has forwarded resident email to ES. 	
11.	CHAIRMAN’S COMMUNICATIONS	
	The Chairman advised Councillors that a request for information relating football at the recreation grounds had been received from Maria Miller MP’s office and this together with a copy of the Clerk’s response will be forwarded to Councillors for information following the meeting.	
12.	REPORTS FROM COMMUNITY REPRESENTATIVES	
	<p>12.1 OB Village Hall (GM) – no report.</p> <p>12.2 Beddington Centre (AR/MC) – No report.</p> <p>12.3 Basinga (PB) – next meeting 26 September.</p> <p>12.4 BDAPTC (PB) – No report.</p> <p>12.5 Transport (RD) – No 55 running on time and almost always full.</p> <p>12.6 Carnival (GM) – website disappeared – scarecrow competition being run on Facebook – Scouts & Guides event on 18 June.</p> <p>12.7 Incinerator Liaison Panel (ILP) & Energy Recovery Facility (ERF) (DW) – DW to chase resumption of meetings.</p> <p>12.8 Footpaths & Rights of Way (RD) – Tarmac lifting on Olivers Walk & Little Basing leaving a hole and causing a trip hazard. Dual ownership of path by BBDBC & HCC a problem.</p> <p>12.9 Speedwatch (PB) – OB this month.</p>	
13.	MATTERS RELATING TO COMMITTEES	
	13.1 Minutes of the Planning & Development Committee of 12 April 2022 were received.	

Item No	Item	Action
---------	------	--------

14. CONFIDENTIAL ITEMS
No items.

Meeting closed at 20.53.

SIGNED:..... (Chairman)

DATED: