

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting:	FULL PARISH COUNCIL
Date:	Tuesday 4 June 2019
Location:	Parish Council Meeting Room
Time:	7.30 pm
Members Present:	Cllrs A Renwick (Chair), M Oszczyk, R Doust, J Robinson, P Bloyce, V Riley-Shaw, K-A Chamberlain, D Whiter, R Barker, S Brown, C Fowler
Members Absent:	
In Attendance:	Mrs S Tuck (Clerk), L Orvis (Finance Officer), Borough Cllr Sven Godesen.

Item No	Item	Action
1.	WELCOME NEW COUNCILLORS Fire Regulations were read. 1.1 The Chairman welcomed new Councillors Brown and Fowler and their Acceptance of Office and Register of Interest Forms were received by the Clerk. 1.2 The following new Committee Members were agreed: Facilities Management: Cllr S Brown Planning Committees: Cllrs C Fowler and R Barker Finance Committee: Cllrs M Oszczyk and C Fowler	
2.	APOLOGIES FOR ABSENCE No members absent.	
3.	CONFIRMATION OF MINUTES Minutes of the Full Parish Council Meeting of 14 May were confirmed as a true copy of the business conducted subject to an amendment to the wording of item 4.	
4.	DECLARATIONS OF INTEREST No declarations of interest.	
5.	SAFER NEIGHBOURHOOD PANEL 5.1 The Chairman read a report submitted by the CSPO. Comment was made on the non-attendance of a police officer or PCSO and whether it was worth continuing these sessions. Cllr Robinson's offer to take this up with the constabulary was agreed. 5.2 Members were encouraged to report policing priorities directly on to the website in future as individual members of the public. 5.3 Cllr Bloyce reported that there were currently 5 speed watch volunteers and they had carried out 4 checks during May. Cllrs Barker and Doust offered to join the team.	JR

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6.	PUBLIC PARTICIPATION SESSION No members of the public present.	
7.	MATTERS RELATING TO FINANCE 7.1 The Invoice Log detailing the previous month's invoices, petty cash expenditure and salary costs was received and agreed following clarification of the need for and cost of replacement tractor tyres. Cllr Fowler queried the actual cost of the Pavilion Building Works which were £42.00 over budget. 7.2 A grant application from Victim Support was received and rejected . Clerk to advise the applicant.	Clerk
8.	CHAIRMAN'S COMMUNICATIONS The Chairman read a Thank You letter from former Cllr Betty Waller.	
9.	MONTHLY MONITORING REPORT <ul style="list-style-type: none"> • HCC Leader Funding – application rejected due to work having been completed. The Chairman thanked Cllr Riley-Shaw for her efforts - close. • Highways project – A report had been received from the Highways Officer following the meeting on 21 February. The Clerk will forward to all councilors for information. • Stagecoach re No. 7 & No. 14 buses – reminder sent but no response as yet. • Issue with Castle Water – letter of complaint to CCW prepared. Clerk to send and to cancel direct debit. • Crown Lane/Church Lane footpath – The Clerk reported on action taken by the Countryside Officer following the meeting on 16 April. • S106 contribution towards Lime Pits Project - £9,000 accepted by the Borough Council and will be deducted from available S106 funds. • Bank accounts – Clerk still to arrange removal and additional signatories. • Awards – dealt with – close. • Staffing matters – agenda item. 	Clerk Clerk Clerk
10.	REPORTS FROM DISTRICT & COUNTY COUNCILLORS Cllr Godesen reported as follows: He had spoken to the land-owners and the trees across the Loddon would be dealt with.	

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	<p>A resident had complained about overhanging trees in Marsh Court backing on to Daneshill Drive. As this is an unadopted road the resident will have to deal with them.</p> <p>The Chairman read a report from Cllr Still who sent apologies. Cllr Godesen then left the meeting.</p>	
11.	<p>WORKSHOP SECURITY</p> <p>11.1 The Chairman reported on progress and the need for additional electrical work and WiFi booster to facilitate the new security measures. The additional costs of £710.00 and £295.00 plus VAT were agreed. Additional work still to be completed was outlined.</p>	
12.	<p>CORRESPONDENCE RECEIVED</p> <p>No items.</p>	
13.	<p>REPORTS FROM COMMUNITY REPRESENTATIVES</p> <p>13.1 OB Village Hall (VRS) – no report.</p> <p>13.2 Beddington Centre (AR) – Cllr Chamberlain to continue as a representative.</p> <p>13.3 Basinga (PB) – no report.</p> <p>13.4 BDAPTC (AR) – no report.</p> <p>13.5 Transport (RD) – Route 55 bus very busy with the possible introduction of a return route from Basingstoke into Lychpit.</p> <p>13.6 Carnival (VRS) – there is a meeting tomorrow (5th) – it is unlikely the carnival will continue after 2020 due to the age of current committee members and lack of new volunteers.</p> <p>13.7 Incinerator Liaison Panel & ERF (DW) – DW reported on the recent meeting and confirmed that these will continue.</p> <p>13.8 Footpaths/Rights of Way (RD) – no report.</p> <p>13.9 Country Watch (AR/JR) – still seeking new members and a leader. AR to speak to Kate Tuck regarding SOLVE.</p>	AR
14.	<p>MISCELLANEOUS MATTERS</p> <p>14.1 Cllr Oszczyk outlined recommendations to improve the office computers and proposed the following:</p> <ul style="list-style-type: none"> • To replace the NAS with suitable Synology equipment at a cost of approximately £500.00 • To purchase two solid state drives at a cost of approximately £60.00 each. • Consider changing to Office 365 (which is a subscription based system) in the future. <p>He will install the new hardware over the next two months. All proposals were agreed.</p>	MO

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15.	<p>MATTERS RELATING TO COMMITTEES</p> <p>15.1 The draft Minutes of the Planning & Development Committee of 21 May were received and decisions ratified.</p>	
16.	<p>CONFIDENTIAL ITEMS</p> <p>The Chairman resolved to close the meeting to the press and public for the following items.</p> <p>16.1 The Clerk outlined the following proposals for the Deputy Clerk's replacement:</p> <ul style="list-style-type: none"> • Job title – Assistant Clerk. • Hours – increased from 14 to 18 per week. • Requirement to study for CILCA if not already held. • Advertising. <p>All the above proposals were agreed.</p> <p>Volunteers to sit on the interview panel with the Chairman and Clerk were Cllrs Fowler and Robinson.</p> <p>The Chairman proposed delegating the following to the interview panel:</p> <ul style="list-style-type: none"> • Agree Job Description (drafted by Clerk) • Shortlist candidates • Interview candidates • Decide which candidate to appoint • The salary banding depending on experience <p>All the above proposals were agreed.</p> <p>The Chairman also asked the Clerk to obtain a list of Locums.</p> <p>16.2 The date for the first Facilities Working Party meeting was agreed.</p>	Clerk
<p>The meeting closed at 9.20 pm.</p>		

SIGNED:.....

DATED:.....