

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting:	FULL PARISH COUNCIL
Date:	Tuesday 14 May 2019
Location:	Parish Council Meeting Room
Time:	7.30 pm
Members Present:	Cllrs A Renwick (Chair), M Oszczyk, R Doust, J Robinson
Members Absent:	Cllrs V Riley-Shaw, P Bloyce, KA Chamberlain, D Whiter
In Attendance:	Mrs S Tuck (Clerk), L Orvis (Finance Officer), Borough Cllrs Onnalee Cubitt & Sven Godesen. Mr Richard Barker (co-option)

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies were received from Cllrs Bloyce, Whiter and Riley-Shaw.	
2.	CONFIRMATION OF MINUTES Minutes of the Full Parish Council Meeting of 2 April were confirmed as a true copy of the business conducted.	
3.	CO-OPTION OF NEW COUNCILLOR(S): Representations from candidates had been circulated in advance of the meeting and the following were co-opted: Mr Richard Barker (Old Basing) Mrs Christine Fowler (Old Basing) Mr Stephen Brown (Lychpit) Mr Barker was invited to sign his Declaration of Acceptance of Office and joined the meeting. Mrs Fowler and Mr Brown were co-opted in their absence.	
4.	DECLARATIONS OF INTEREST Cllr Barker declared an interest in Item 16.1.	
5.	PUBLIC PARTICIPATION SESSION There were no members of the public present.	
6.	MATTERS RELATING TO FINANCE 6.1 The Invoice Log detailing the previous month's invoices, petty cash expenditure and salary costs was received and agreed – no queries were raised. 6.2 Receipt of the Precept (1 st instalment), LW Grant and S106 funding was noted .	

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	<p>6.3 The rollover of funds with Lloyds and Barclays for a further 3 months was agreed.</p> <p>6.4 The Clerk confirmed that two bank signatories will be cancelled. Cllr Renwick agreed to be new signatory. The Clerk and Finance Officer were tasked with looking into an additional bank account to spread risk.</p> <p>6.5 Renewal of HALC affiliation and HR Consultancy fees was agreed.</p> <p>6.6 The Year End Accounts were reviewed and ratified. Allocation of reserves will be reviewed and agreed at the July meeting.</p>	Clerk /FO
7.	<p>2018/2019 AUDIT</p> <p>The audit return had been circulated in advance and the figures explained by the Finance officer:</p> <p>7.1 The Annual Governance & Accountability Return (AGAR) for 2018/19 was ratified and signed by the Chairman and Clerk.</p> <p>7.2 The Accounting Statements for 2018/19 were ratified and signed by the Chairman.</p>	
8.	<p>CHAIRMAN'S COMMUNICATIONS</p> <p>No items.</p>	
9.	<p>MONTHLY MONITORING REPORT</p> <ul style="list-style-type: none"> • HCC Leader Funding – application submitted. • Highways project – Cllr Still had advised that a response is being prepared by the Highways Officer but has not yet been received. • Stagecoach re No. 7 & No. 14 buses – reminder sent but no response as yet. • Issue with Castle Water – complaint logged with Consumer Council for Water. Finance Officer to complete summary of payments prior to submission. • Crown Lane/Church Lane footpath – Rights of Way Officer has referred this to Highways. Update on progress has been requested. • S106 contribution towards Lime Pits Project - £9,000 offered – awaiting response from Borough Officer. <p>All other items closed.</p>	AR / FO Clerk
10.	<p>REPORTS FROM DISTRICT & COUNTY COUNCILLORS</p> <p>Cllr Cubitt reported as follows: She has been appointed Deputy Mayor. The new Borough Council year has started with all councillors standing for re-election next year when the number of councillors will be a reduced to 54.</p>	

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	<p>A meeting together with Cllr Godesen with the Chief Inspector of Police to discuss issues including Basing Fens, a protocol to cover the drugs festival if held again. She stressed the importance of everyone reporting any crime to ensure statistics are accurate. Clerk to include in a future Newsletter.</p> <p>The Local Plan will be re-opened next year.</p>	Clerk
11.	PAVILION BUILD	
	11.1 The Clerk read Cllr Whiter's final report. This item will now be removed from future Agendas.	Clerk
12.	CORRESPONDENCE RECEIVED	
	12.1 Correspondence regarding anti-social behavior was received and noted . Clerk to forward to Cllrs Cubitt and Godesen for action.	Clerk
	12.2 An invitation to the Institution Service for Revd. Heather Leppard was received . Cllr Renwick will attend.	AR
13.	REPORTS FROM COMMUNITY REPRESENTATIVES	
	13.1 OB Village Hall (VRS) – no report.	
	13.2 Beddington Centre (AR) - no report.	
	13.3 Basinga (PB) – no report.	
	13.4 BDAPTC (AR) – no report.	
	13.5 Transport (RD) – no report.	
	13.6 Carnival (VRS) – no report.	
	13.7 Incinerator Liaison Panel & ERF (DW) – meeting on 20 May – DW to attend.	
	13.8 Footpaths/Rights of Way (RD) – monitoring report item.	
	13.9 Hampshire Road Safety Council – remove.	
	13.10 Country Watch (AR/JR) – still seeking new members.	
14.	MISCELLANEOUS MATTERS	
	14.1 Following discussion it was agreed meetings should continue to start at 7.30 pm .	
	14.2 The decision regarding a Saturday funeral was ratified .	
	14.3 Extended hours for the Carnival in 2020 were agreed .	
	14.4 Members agreed the recipient of the Annual Parish Award should be Anne Francis for her Millfield Conservation work .	
	An additional Long Service Award will be presented to former Cllr Betty Waller following her retirement after 26 years' as a Councillor.	
	It was also agreed to plant a tree marked with a plaque in recognition of the contribution of former Country Watch members . A suitable location and species to be determined.	
	14.5 No speaker was agreed. A speaker for the 2020 meeting will be considered at the January meeting.	Grounds & Facilities Mgr

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	14.6 Copy for the Summer Newsletter was agreed .	
15.	MATTERS RELATING TO COMMITTEES 15.1 The Minutes of the Planning & Development Committee of 9 April and draft Minutes of 23 April were received .	
16.	CONFIDENTIAL ITEMS The Chairman resolved to close the meeting to the press and public for the following items. Cllr Barker left the meeting. 16.1 The Deputy Clerk's intention to retire in July was noted and her resignation letter received . The Chairman and Clerk will discuss the role of a replacement prior to starting the recruitment process. A working party consisting of AR/RD/JR/Finance Officer and Clerk will discuss the grounds & facilities roles. The Clerk left the meeting prior to discussion of the following item. 16.2 The Chairman later confirmed that the changes discussed were agreed .	AR/Clerk AR/RD/JR/FO /Clerk
Meeting closed at 9.35 pm.		

SIGNED:.....

DATED:.....