

St Leonards & St Ives Parish Council

The Parish Office
Village Hall, Braeside Road,
St Leonards, Ringwood, Hants, BH24 2PJ
Clerk to the Council: Mrs Ann Jacobs
Telephone: 01425 482727 email: office@stleonardspc.org.uk
www.stleonardspc.org.uk



22nd February 2018

To: All Members of the Parish Council

Dear Councillor

MEETING OF THE FULL PARISH COUNCIL

You are hereby summoned to attend a meeting of the full Parish Council to be held in the Committee Room, Village Hall, Braeside Road, St Leonards on **Wednesday 28th February 2018** at **7.00 pm** to transact the business as listed on the agenda below:-

Mrs Ann Jacobs, Clerk to Council

***No Fire drill is planned please exit the building if the alarm sounds
Meetings are recorded to facilitate the compilation of the Minutes only***

Public Open Forum 5-10 minutes - An opportunity for Members of the Public to ask questions of the Council. Members of the Public are reminded that they must not interrupt the meeting when this item has ended. Please note that the meeting must resume promptly to ensure the conclusion of business.

County Councillors Report – To receive a report from the County Councillor.

AGENDA

1. Pecuniary Interests: Members are required to declare any Pecuniary Interests which have not already been included on their Register of Interests form. To consider any written requests for a Grant of Dispensation for items on the agenda.
(Members are respectfully reminded that standing order 13(b) requires a Member with a discloseable pecuniary interest in an item to withdraw from the meeting for that item.)

2. Apologies: To receive Apologies for absence

3. Minutes of the Parish Council Meeting held on 31st January 2018 pages - To approve and adopt the minutes of this meeting.

(Members are respectfully reminded of **SO 12 (a) Draft minutes** - If the draft minutes of a preceding meeting have been served on councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, they shall be taken as read.

4. Matters arising from the Minutes

- Horton Road – Moors Valley Crossing – email sent to Andrew Martin
- Annual Parish Assembly Wednesday 18th April 2018 – Due to the change in management and ownership a request for a speaker from the Airport has been declined.
- Road sweeping requests despatched and reports are being received of completion w/c 12/02. Members to note roads are no longer swept to a schedule only on demand.

5. Correspondence:

1. EDDC Agendas
2. Notification of request for planning permission from the Tennis Club for new tennis courts with floodlights and replacing existing lighting with new LED lighting.

6. Finance:

- i) To review and approve the schedule of payments for February
- ii) To review and approve the bank reconciliation for end January
- iii) To appoint a replacement scrutineer for the monthly bank reconciliation
- iv) To appoint an additional authorised signatory to all bank accounts including Lloyds; Santander and Allied Irish Bank GB.

7. Internal Audit –

- i) To review the effectiveness of the system of Internal Audit
- ii) To review the appointment letter to the Internal Auditor and confirm the scope required.
If minded to approve the letter for despatch.

8. Website: To review and if minded agree to proceed with upgrading the website and a budget for the project.

9. Parish Councillors' Reports -To receive reports from Parish Councillors including:-

- 1. DAPTC
- 2. Homewatch – report circulated on meeting held
- 3. EDEP Meetings
- 4. Bournemouth Airport Forum – Cllr Davies and Cllr Hindmarch to report
- 4. Burial Ground –

10. Local Government Reform Update – To receive the latest statement. Members to discuss potential impact and further steps.

11. District Councillors' Update

12. Village Hall – Members to receive a request to use the Braeside Village Green as part of the May Fair being arranged by the VHMC. Request is for children's races, possibly a dog training display. In addition permission to use the patio area for a band if the weather allows.

13. Amenities:

- i) Dog Warden
- ii) Playground inspection report to note. Minor repairs instructed.

14. Street Naming- To receive suggestions for road names from the Developer of the small development off St Ives Park. These have been copied by email separately. Members to discuss and if minded agree a response.

15. Fire - Risk Assessments – Clerk has completed these for the Youth Club and Tennis Club and the Fire Alarm has been serviced on 13.02.18. VHMC have been requested to copy their FRA to the Clerk. VHMC Fire alarm service check booked for 20.02.18.

16. GDPR – General Data Protection Regulations – Members to note that the new regulation comes into force on 25th May 2018 – The Clerk has attended one training event and is scheduled for further training on 26th March. The Clerk will be conducting a review of data held.

17. Working Together Project – Members to receive information on the project and to note the implications on the budget, insurance implications, Councillors time, and Clerks time if utilising outside sources in preference to engaging DCC services.

18. Council Vacancy – Members to receive the result of the declaration of a vacancy advertisement and if minded to agree to proceed to the next stage if necessary.

19. Dorset Youth Association – Request for additional funding- Members to consider a donation to the Association in light of the additional responsibilities of the Youth Club. This is now the only source of professional advice. Note currently the membership fee is £25 per year.

20. Exchange of information: Next meeting to be held on 28th March 2018