

**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council  
Minutes of the Meeting Held On Wednesday 27<sup>th</sup> April 2016 at 7.00pm  
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr R Adkins, Chairman

Cllr R Bryan

Cllr J Crow

Cllr M Dyer

Cllr B Goringe

Cllr N Hindmarch

Cllr M Hockley

Cllr Mrs A Warman

Cllr R Warman

Present: Mrs A Jacobs Clerk in attendance and Mr Peter Walker, Internal Auditor.

**Public Open Forum:** Cllr Hockley was asked by the Internal Auditor about his abstentions to the Minutes. Cllr Hockley will email the Auditor separately. Mr Walker also gave further detail in respect of the Footpaths and Bridleways.

**471. Declarations of Pecuniary Interests:** Cllr R Bryan declared an interest on the cheque list for April and abstained from voting on this item.

**472. Apologies** were received and accepted from Cllr Mrs J Carter

**473. Minutes of the Full Council** meeting held on 30<sup>th</sup> March 2016 pages 93-96 were agreed unanimously, as a true and accurate record. Proposed by Cllr B Goringe, seconded by Cllr M Dyer.

**RESOLVED: the Minutes of the full Council meeting held on 30<sup>th</sup> March 2016, pages 93-96 were agreed and adopted.**

**474. Matters arising from the Minutes**, noted:-

- Min. 445 (i) Insurance Company have been advised.
- Min. 443 - The Clerk has responded to the resident
- Min. 445 (ii) vests received

**475. Correspondence to note only:**

1. EDDC Agendas
2. Three letters of complaint from one resident had been received. These related to litter, purple rubbish bags and weed killer spraying. All had been responded to and concluded.

**476. Committees:**

- i) Members noted the approved Minutes of the Planning Committee held on 28<sup>th</sup> January 2016 pages 79-80
- ii) Members confirmed the accuracy and adopted the minutes of Amenities and Finance meetings held on 2<sup>nd</sup> March 2016. Proposed by Cllr Mrs A Warman, seconded by Cllr M Dyer, Cllr M Hockley abstained the rest were in favour.

**RESOLVED: The minutes of Amenities and Finance meetings held on 2<sup>nd</sup> March 2016 were confirmed and adopted as a true record.**

**477. Finance of the Council -**

- i) **Authorised Signatories** - Cllr Goringe was appointed as a signatory for the Council bank accounts including the reserve accounts. Proposed by Cllr Mrs A Warman, seconded by Cllr R Bryan, agreed unanimously.

**RESOLVED: Cllr B Goringe is authorised to sign on the Council bank accounts.**

- ii) **Schedule of Payments** - The schedule of payments for December, March and April were agreed and approved. Proposed by Cllr J Crow, seconded by Cllr B Goringe. Cllr R Bryan and Cllr M Hockley abstained the rest were in favour.

Copies of these documents appear as Appendices A/1; A/2 and A/3 with these Minutes in the Minute Book.

**RESOLVED: schedule of payments for December, March and April were agreed and approved.**

- iii) **Bank Reconciliations** - Members approved the bank reconciliations for March and April. Proposed by Cllr R Bryan, seconded by Cllr B Goringe. Cllr M Hockley abstained the rest were in favour. Copies of these documents appear as Appendices B1;B2 and B3 with these Minutes in the Minute Book.

**RESOLVED: The bank reconciliations for March and April were approved.**

- iv) **Internal Audit** - The report from the Internal Auditor for quarter ending 31<sup>st</sup> March 2016 was noted. The Clerk has corrected the items as per the report. A copy of this document appears as Appendix C with these Minutes in the Minute Book.
- v) **Budget vs expenditure figures** for 31.03.16 were noted. A copy of this document appears as Appendix D with these Minutes in the Minute Book.

#### **478. Annual Return 2015/2016 (Audited):-**

- i) **Annual Governance Statement for 2015/2016** – Members noted and considered the Annual Governance Statement for 2015/2016 and agreed with the declarations made. The Clerk and Chairman were authorised to sign Section 1 on behalf of the Council. Proposed by Cllr R Bryan, seconded by Cllr J Crow. Cllr M Hockley abstained the rest were in favour. The Clerk asked Cllr Hockley if he had any issue with the document as it was a key document relating to the Council's finances and risks. Cllr Hockley informed the Clerk that he had no comment at this point.

**RESOLVED: To approve the Annual Governance Statement for 2015/2016.**

The Clerk and Chairman were authorised to sign the document on behalf of the Parish Council.

- ii) **Accounting Statements for 2015/2016** - Members noted that the figures had been audited by the Internal Auditor. Members considered the accounting statements and agreed that they presented fairly the financial position of the Council and its receipts and payments for the financial year 2015/2016. Proposed by Cllr R Warman, seconded by Cllr M Dyer. Cllr M Hockley abstained the rest were in favour.

**RESOLVED: That the statements presented fairly the financial position of the Council and its receipts and payments for the financial year 2015/2016.**

Copies of these documents appear as Appendices E1 and E2 with these Minutes in the Minute Book. A bank reconciliation for the year appears as Appendix E3.

The Clerk and Chairman were authorised to sign Section 2 on behalf of the Council.

- 479. Annual Insurance renewal** – Members reviewed the renewal invitation and agreed unanimously, to take up the 3 year Long Term Agreement at a cost of £2050.27. It was noted that the Company gave a direct contact and had been most prompt and helpful with a recent claim, the figure quoted was also over £100 less than last year's premium. Proposed by Cllr M Dyer, seconded by Cllr R Warman.

**RESOLVED: To renew the insurance for a sum of £2050.27 on a three year long term agreement.**

#### **480. Parish Councillors' Reports:-**

1. A338 update – Cllr R Bryan - A brief verbal report was given. A site meeting is being held on Friday. They are currently 3 to 4 days ahead of schedule and due to finish on schedule at the end of May. The road is a lot smoother and the Central Reservation is going in quickly.
2. Allotments report – Cllr R Bryan reported: The plans have been resubmitted. A driveway will be needed to access the lodge which due to its new position has meant a larger area being allocated for allotments.
3. DAPTC – Annual conference 3<sup>rd</sup> March report from Cllr R Bryan – A copy of the report appears as Appendix F with these Minutes in the Minute Book.

Cllr Dyer reported on the recent Eastern Area meeting – Nothing extra to add except that the meeting focused on finance and devolution. The Speaker was David Jenkins and his main theme was that there was no more money. Most delegates felt that Unitaries are inevitable due to a shortage of finance. How devolution will work is to be seen as they want more work done by Parishes and Towns but most are too small to take the work on. The Parishes and Towns will have to take on additional staff so where the cost saving is, is unknown.

#### **481. District Councillors' Brief Update:**

Cllr Dyer: The EDDC Leader is now in the discussion on unitaries with Bournemouth and Christchurch as it was felt important to know what was happening and participate in the discussions.

An application for a Claim of Lawful Use for Matchams was deemed unlawful and not proved so was refused.

EDDC have agreed to sell Furzehill and will move into the Teachers Building once an offer is accepted on the site.

Cllr Bryan: The meeting discussing the sale of Furzehill was recorded and is on UTube. The main reason for proceeding was that in 2011 it was agreed to move the offices to Christchurch and now very few people are working on that site. The proceeds of the sale will be ringfenced for the EDDC area. If EDDC becomes Unitary the assets pass to the new body. EDDC will be inviting Clerks; Parishes and Towns to discuss and update them on discussions in this respect.

A resident survey was recently undertaken.

Cllr Goringe will be assisting on the monitoring of the sale. There is a new Committee for Compliance

and the Code of Conduct. Cllr Goringe has attended some of the same meetings as Cllr Dyer and Cllr Bryan, in addition has also attended Planning and Scrutiny.

- 482. Youth Club** – The Clerk and Cllr Warman are working towards becoming Corporate Trustee. The Clerk has been liaising with the Tennis Club with a view to carrying out joint servicing on key items. Currently the Youth Club still has some funds. Members agreed unanimously that the Clerk could proceed with the boiler and air conditioning servicing at a cost of £228 + VAT. Cllr R Warman is compiling a new Constitution. The use of rooms by EDDC for a chargeable sum was mentioned. The Clerk was asked to put the possible use of the Youth Club on the next agenda.  
**RESOLVED: To authorise the Clerk to proceed with the boiler and air conditioning service of the Youth Club.**

The Clerk will also check about insurance cover for Trustees.

**483. Footpaths and Bridleways –**

Mr Peter Walker, Volunteer Rights of Way Officer gave further detail on the following items:-

- i) Reports of issues with two bridleways which cross the A338 but have been blocked by the new concrete barriers have been highlighted to DCC. Stop/diversion orders are anticipated for safety reasons. Noted. Cllr Bryan reported that there were two crossings affected. Cllr Mrs Phipps was put in charge of ensuring any orders were done legally. Cllr Hockley asked why a footpath or bridleway should be closed because Highways forgot that they were there, the A31 has gaps for crossing? Mr Walker suggested that Cllr Hockley ask DCC for their reasons, the issue was further complicated because the orders were made prior to the boundary changes in the 1970's. Cllr Hindmarch responded that he had been involved in the 1980 map review and at that time he thought that the map did not show FP17 crossing the A338.
- ii) Footpath behind bungalow Hurn Lane – fallen tree reported. Query logged with DCC as this does not appear on definitive map and DCC state private land. Enquiries are being made with Highways Agency. Noted.
- iii) Cllr Hindmarch reported an issue with FP14 as it appeared to have been commandeered by a Developer, Enforcement action has been instigated by the owner of the land.

- 484. Queens Birthday celebrations** – Members agreed a budget of £100 to cover costs for a Council stand. Proposed by Cllr M Dyer, seconded by Cllr B Goringe. Agreed unanimously.

**RESOLVED: To authorise a budget of £100 to cover costs for the Queens Birthday celebration stand for the Council.**

- 485. Village Hall Management Committee** – February minutes, emailed to all. A copy of the Minutes appears as Appendix G with these Minutes in the Minute Book. Noted.

- 486. Councillor Vacancies** – It was noted that an election was not called for. The Council may now co-opt to fill the two vacancies. The Clerk will compile and display the posters with the aim of appointing at the Annual Meeting in May or at a subsequent EGM if more than two candidates.

- 487. Annual Parish Meeting** – No items were referred from the Annual Parish meeting. The Council agreed that a donation of £20 should be sent to the WI for their help on the evening. Agreed unanimously. Proposed by Cllr M Dyer, seconded by Cllr B Goringe.

**RESOLVED: To grant a sum of £20 to the WI.**

The donations for the Speaker and Historian went to the Salvation Army and The Meeting House respectively.

- 488. Burial Ground** – Cllr Adkins reported: We currently have a reserve of £3000 which will not last long. Hydrology, Water levels and Tree Clearance will be required. The site is on high ground but quite sandy. To move forward we will need to look at funding and a Committee will be needed for this. Instead of increasing the precept the Council may wish to consider a Public Works Loan. For the project to be a success we will need a car park, pavilion and toilets. A budget will need to be compiled and a draft agreement as soon as possible. Cllr Adkins reported that the first step will be mapping followed by hydrology. The site is 74 acres but some of the terrain is unsuitable and some discussion will be needed with the County Council over ownership. Cllr Adkins hopes to be able to identify the land at the next meeting. The Clerk will put this as an item on the next agenda. Cllr Mrs Warman suggested that the Woodland Burial Ground at Colehill was worth looking at.

**489. Exchange of information:**

1. Next meeting Full Council Wednesday 25th May 2016

2. Queens Birthday – Cllr Mrs Warman reported that the Pig Roast tickets were selling well. Children’s races start at 1pm.
3. Defibrillator – Cllr Mrs Warman – There are some issues with the phone connection as there has been difficulty in getting the cable. Cllr Warman asked for permission to erect a small sign identifying the donors of funds. The Members felt that this was not their remit as the hall is managed by the VHMC.
4. Cllr Adkins was asked at the APM if a couple of slabs could be put in front of the noticeboard at the driveway entrance.
5. Cllr Bryan: Members were asked to look out for any land grabbing of areas of land.

The meeting closed at 8.20pm

**Chairman**