

**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 25<sup>th</sup> October 2017 at 7pm  
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr R Adkins Chairman

Cllr A Davies

Cllr Mrs J Carter

Cllr N Hindmarch

Cllr Mrs S Marshall

Cllr Mrs K Neale

Cllr Mrs A Warman

Cllr R Warman

Present: Mrs Ann Jacobs Clerk and two Members of the Public.Public Open Forum: None**County Councillors Report – none given as Cllr Shortell and Cllr Bryan were not present.**

Cllr Bryan will forward a report over the next few days.

**147. Vote for temporary Chair** - In the absence of Cllr Adkins, the Meeting appointed Cllr Mrs A Warman to the Chair. Proposed by Cllr A Davies, seconded by Cllr Mrs K Neale. Agreed unanimously.**RESOLVED: Cllr Mrs Warman will take the Chair until the Chairman arrives.****149. Pecuniary Interests:** None given.

Members noted a whole Council dispensation was granted on 26.10.16 effective to May 2019 which enables the Council to discuss the Grant for the Youth Club Min. 152 refers.

**150. Apologies were received and accepted from:** Cllr J Crow; Cllr B Waugh; Cllr M Dyer. Cllr B Goringe and Cllr R Bryan were attending other Council meetings elsewhere.**151. Minutes of the Parish Council Meeting held on 27<sup>th</sup> September 2017** pages 25-27- were agreed as a true and accurate record. Agreed unanimously. Proposed by Cllr Mrs J Carter, seconded by Cllr Mrs S Marshall.**RESOLVED To adopt the Minutes of the meeting held on 27<sup>th</sup> September 2017 pages 25-27.****7.05pm Cllr Adkins arrived and took over the Chair for the rest of the meeting.****152. Matters arising from the Minutes**

1. Money moved from Lloyds to Santander – letter advising sent to Lloyds and new mandates are in the process of being completed to add Cllr S Marshall and Cllr Mrs B Waugh to the Santander Account.
2. Tree work scheduled for 30<sup>th</sup> & 31<sup>st</sup> October

**153. Correspondence:**

1. EDDC Agendas
2. Email sent to Highways England re grass cutting and triangle at Woolsbridge Roundabout – work scheduled for w/c 16.10.17
3. Email re flytipping to DWP Horton Road layby sent 10.10.17
4. Email re road sweeping sent 13.10.17
5. Orchids on verges – A letter of complaint has been received. A response has been given to the complainant.
6. Invitation to the Remembrance Service at All Saints Church on Sunday 12<sup>th</sup> November at 10.45am – Wreath has been ordered. Cllr Adkins, Cllr Hindmarch and Cllr Davies will be attending.

Late items:

7. Street Lighting phase II is to commence shortly. All those households affected will have a letter and information pack.
8. Dorset CPRE review
9. ICO data Protection query Cllr Bryan, This could result in all Councillors requiring individual registration at a cost of £30 each. This cost should be covered by the Council if needed. Members to review what information they hold in respect of their position as Councillor. The Clerk is attending a course on 7<sup>th</sup> December and will report back.

#### 154. Grants to Outside Bodies:-

- i) **Grant for the Village Hall Management Committee for 2018/2019** – Members received the request and report from the VHMC Treasurer, accounts and rolling works programme. This was discussed. The grant request for 2018/2019 was for £8,000. A grant of £8,000 was proposed for 2018/2019 by Cllr N Hindmarch, seconded by Cllr A Davies and agreed unanimously. The Council noted the well-presented report which inspires confidence in the way in which the Hall is managed.  
**RESOLVED: To allocate a grant of £8,000 for the VHMC for 2018/2019.**
- ii) Members considered approved the following grants for 2017/2018 and budgetary provision for 18/19 in respect of each organisation:-
1. Age Concern Mondays - all day Council meets the room hire costs estimated cost for 2018/2019 is £2500. Currently has a membership of 30 and a further 8 on waiting list. 20 from the Parish. Ave age 90. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall. Agreed unanimously.  
**RESOLVED: To allocate the sum of £2500 for room hire for 2018/2019 for Age Concern Mondays.**
  2. Brightside Club - Wednesday afternoons instigated by the Council, Members pay a weekly contribution balance from the Council. Cost £750 pa. Proposed by Cllr Mrs S Marshall, seconded by Cllr R Warman. Agreed unanimously.  
**RESOLVED: To allocate the sum of £750 pa towards the cost of room hire for the Brightside Club for 2018/2019.**
  3. Greyfriars Community Centre – budgetary provision £300 towards cost of minibus which collects elderly Parishioners weekly for shopping visits in Ringwood. This was discussed and additional information provided. It was agreed unanimously that the sum should be increased to £400 with a review in three months. Additional advertising of the service will be undertaken to make more residents aware. Proposed by Cllr Mrs A Warman, seconded by Cllr A Davies.  
**RESOLVED: To grant the sum of £400 to Greyfriars towards the cost of their minibus for 2017/2018, with a review in three months. Provision of £400 for 2018/2019.**
  4. East Dorset CAB budgetary provision £500 number of clients seen 128 (68 last year) average cost per client £69.42 for this last year (£44.26 13/14 cost)– Accounts and request attached.
  5. This was discussed. It was agreed to increase the grant to £600 for 2017/2018 and put the same provision in for 2018/2019. Proposed by Cllr N Hindmarch, seconded by Cllr Mrs K Neale. Cllr Mrs A Warman voted against the rest were in favour.  
**RESOLVED: To grant the sum of £600 to East Dorset CAB for 2017/2018 and include the same provision for 2018/2019.**
  6. CAB New Forest – budgetary provision £500 – number of clients seen 75 (last year 85 previous 103) however others assisted via advice line, email and web chat services. 145 issues raised in from our area. This was discussed. It was agreed to increase the grant to £600 for 2017/2018 and put the same provision in for 2018/2019. Proposed by Cllr N Hindmarch, seconded by Cllr Mrs K Neale. Cllr Mrs A Warman voted against the rest were in favour.  
**RESOLVED: To grant the sum of £600 to CAB New Forest for 2017/2018 and include the same provision for 2018/2019.**
  7. Royal British Legion – budgetary provision £150 which includes the wreath. The Grant of £150 was agreed unanimously for 2017/2018 and the provision for 2018/2019. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs J Carter.  
**RESOLVED: To award a grant of £150 for 2017/2018 and to allocate the same provision for 2018/2019.**
  8. EDEP Grant request for £300 to assist with meeting costs. This was deferred as the group had not met for a while. The Clerk will ask for a meeting plan and for a statement of accounts and membership.
  9. Youth Club Grant for 2018/2019 - A sum of up to £8,000 has been allocated with a further £4,000 under contingency sums. The Clerk reported that the boiler had exceeded its anticipated life expectancy and provision should be put aside to gift aid a replacement when needed. The grant will be subject to a quarterly review. Proposed by Cllr A Davies, seconded by Cllr Mrs S Marshall. Agreed unanimously.  
**RESOLVED: To allocate £8,000 in the precept subject to a quarterly review with a further £4,000 allocated as a contingency sum.**
- iii) Grants and Precept Committee – The next meeting scheduled for 1<sup>st</sup> November is cancelled as it will be inquorate – Members reviewed the figures presented to date. The Clerk will

revised the figures based on the above grants. Members appointed Cllr A Davies to review the figures with the Clerk prior to the next meeting. Proposed by Cllr A Warman, seconded by Cllr Mrs S Marshall. Agreed unanimously.

**RESOLVED: Cllr A Davies will review the figures with the Clerk.**

It was noted that other Councils were making provision for the LGR this will be discussed at the next meeting when reviewing the reserve sums.

#### 155. Finance:

- i) Members reviewed and approved the schedule of payments for October. A copy of which appears as Appendix A with these Minutes in the Minute Book. Agreed unanimously. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs J Carter.

**RESOLVED: To approve the schedule of payments for October.**

- ii) Members reviewed and approved the bank reconciliation for end of September. . A copy of which appears as Appendix B with these Minutes in the Minute Book Agreed unanimously. Proposed by Cllr Mrs S Marshall, seconded by Cllr Mrs J Carter.

**RESOLVED: To approve the bank reconciliation for the end of September.**

- iii) Members received and noted the Budget vs Expenditure 2<sup>nd</sup> quarter figures
- iv) Members received the report and recommendations from the Internal Auditor – No issues raised. Noted.

#### 156. Alarm Systems

- i) Cost to move the Tennis Club panel into the lower stair well of the Tennis Club from the Youth Club is £172 + VAT. Members discussed the information received. It was agreed unanimously to proceed with moving the panel, the Council will bear the cost as Landlords. Proposed by Cllr A Davies, seconded by Cllr Mrs K Neale.

**RESOLVED: To move the Tennis Club alarm panel at a cost of £172 + VAT.**

- ii) Monitoring of the alarm systems £164 + VAT to install the Digital communicator plus a further £60+VAT pa for monitoring. This would also need a separate telephone line being installed adjacent to the control panel the cost and arranging of which is down to us and not included in these figures. This was discussed it was agreed to write to the Tennis Club to ask their opinion of having a monitored system and give them the costs.

#### 157. Amenities:

- i) Dog Warden report was noted
- ii) Playground inspection report was noted. The Clerk has highlighted the gravel levels to the Lengthsman to rectify.
- iii) Orchids in the Parish – Members received and noted the report from the Clerk following concern raised about orchids in the verges within the Parish. It was suggested that the report was put onto the Parish website.

- 158. **Public Speaking at Council meetings** - Members reviewed the draft policy on Public Speaking and participation at Parish Council meetings. It was agreed unanimously to adopt the policy which will be put on the Parish website. Proposed by Cllr Mrs J Carter, seconded by Cllr Mrs K Neale.

**RESOLVED: To adopt the Policy as presented.**

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

1. DAPTC - IN future any contested election within a Parish will be charged to the Parish. The meeting had an informed talk from the NHS who explained the need for the movement of beds. Remaining beds at St Leonards Hospital will all be removed. Assumptions were made on the consultation that people could make their own way to Bournemouth Hospital but they were not aware of the withdrawal of the bus service. It is not yet known what will happen to the rest of the hospital facilities.
2. Homewatch – no meeting. The Dorset Alert has highlighted that Police need to be called on 999 when a crime is in progress otherwise on 101.
3. EDEP Meetings – meeting scheduled for December
4. Burial Ground – BDMP is being compiled. Bore holes are now required to prove the water levels.
5. Emergency Plan Working Party
6. Meeting with Knowlton PC and DCC – Cllr Adkins reported. The Clerk will put a request for a crossing outside of Moors Valley on the next agenda as the Woolsbridge Industrial Estate Plans will increase use of Horton Road.

**160. Precept 2018/2019** – Members to reviewed the budget vs expenditure figures to date and commenced precept preparation. Final recommendations to be put to Council for the November meeting. For final approval and submission by 29<sup>th</sup> November 2017 as the deadline for submission of demands is the 31<sup>st</sup> January 2018 and our full Council meeting is on that date. Noted.

**161. District Councillors' Update: None present to report.**

**162. Boundary Review** - The Boundary Commission for England has published its Revised Proposals for new Parliamentary Constituency Boundaries. The proposals and maps for the nine English regions have been published on their website, at [www.bce2018.org.uk](http://www.bce2018.org.uk). An eight-week public consultation period will run until 11 December 2017. The main change proposed is that Verwood will become part of the Christchurch constituency.

**163. Code of Conduct Review** – Members considered the Clerk's report. It was agreed unanimously that the Code of Conduct should include sections on bias and predetermination and include the requirement for Members to withdraw from the meeting in these circumstances. Proposed by Cllr Mrs K Neale, seconded by Cllr Mrs S Marshall.

**RESOLVED: the duly adopted Code of Conduct of this Parish Council will include sections on bias and predetermination and include the requirement for Members to withdraw from the meeting in these circumstances.**

The Clerk will circulate a revised copy of the adopted Code to all Members.

**164. To Resolve to exclude the Press and Public to discuss:-**

**The recommendations of the Clerk's Committee. Item deferred. Clerks Committee was inquorate.**

**165. Exchange of information:**

1. Next meeting to be held on 29<sup>th</sup> November 2017
2. The Clerk will expedite the pavement repair quotations.

Meeting closed at 8.50pm.

**Chairman**