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| St Leonards & St Ives Parish CouncilThe Parish OfficeVillage Hall, Braeside Road, St Leonards, Ringwood, Hants, BH24 2PJClerk to the Council: Mrs Ann JacobsTelephone: 01425 482727 email: office@stleonardspc.org.uk[www.stleonardspc.org.uk](http://www.stleonardspc.org.uk) |  |

23rd October 2019 **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 Parish Council to be held in the Committee Room, Village Hall, Braeside Road, St Leonards on **Wednesday 30th October 2019** 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***

**AGENDA**

**Public Open Forum** immediately after the above items for 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. A copy of the public speaking policy is available on our website or from the Clerk.

**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 interest in an item to withdraw from a meeting for that item.)

**2.** **Apologies:** To receive Apologies for absence

**3. Minutes of the Parish Council Meeting held on 25th September 2019-**To approve and

 adopt the minutes of this meeting.

**4. Matters arising from the Minutes**

* Chairman’s Allowance for 2019/2020 has been allocated equally shared between Great Ormond Street Hospital, MacMillan Cancer Support and the Air Ambulance
* Fire Assessment received work in hand to resolve some minor issues. Quotations for a new system are being sought. This is a joint system with the Tennis Club but essential for our Insurance.
* Confirmation received that there will be no May 2019 election costs for this Parish as uncontested
* Website – delayed. Having attended the Clerks Seminar it is clear that before it can go live it must be compliant with the new Accessibility regulations. All new sites must comply before going live existing sites have until 23.09.20.
* Remembrance Day: Church service starts at 10.45am prompt, Club service at 12.15pm.

**5.** **Correspondence to be noted:**

* A31 Woolsbridge Roundabout closure notification 28th Oct to 14th November and 15th Nov to 2nd Dec night time 9pm-6pm
* Heath Road & Cedar Ave proposed closure for repairs/resurfacing
* Climate Change – letter from Dorset Council asking whether this council has declared an emergency
* National Community Energy Campaign
* Grant request from St Johns Ambulance

**6.** **Grants to Outside Bodies:-**

i**) Grant for the Village Hall Management Committee for 2020/2021** – Members to receive the request from the VHMC to discuss and agree in principle, the grant allocation for the VHMC for 2020/2021. A sum of £6,000 has been requested.

ii) **Other Grants** To consider grants for 2019/2020 and budgetary provision for 20/21 in respect of each organisation**:-**

1. Brightside club - Wednesday afternoons instigated by the Council – Due to falling numbers and age of attendees the Club will no longer be meeting at the hall. To note.
2. Greyfriars Community Centre – budgetary provision £500 towards cost of minibus which collects elderly Parishioners weekly for shopping visits in Ringwood the service to Lidl is proving popular.
3. East Dorset CAB budgetary provision £600 number of clients seen 299 (128 last year) average cost per client £69.42. More than 700 issues. Accounts and request attached.
4. CAB New Forest – budgetary provision £750– last year 75 clients seen no figure for this year.

See letter and accounts

1. Royal British Legion payment to The Poppy Appeal – budgetary provision £150 which includes the wreath. Note we now ask for two wreaths cost £40.
2. EDEP Grant was for meeting costs but not meeting at present review in 6 months
3. Youth Club Grant for 2019/20 now on an imprest system running at around £3,900 pa of which £800 will be utility bills. Members to sanction a cheque for reimbursement of expenditure if minded.

8. Ex Services Club Remembrance Day event to consider making an annual grant to the Club towards costs for the event. This year £250 sanctioned at the September meeting.

**7. Precept 2020/2021–** Members to review the budget vs expenditure figures to date and commence precept preparation. Final recommendations to be put to Council for the November meeting. A draft budget is attached for discussion.

**8. Finance:**

i) To review and approve the schedule of payments for October

ii) To review and approve the bank reconciliation for end of September.

iii) To receive the findings and recommendations of the Internal Auditor

iv) Notification of CIL payment of £10,950.40 received.

v) Signatories to review signatories and if minded approve additional Members.

vi) To consider approving a credit/debitcard for the Clerk with a limited spend

vii) Youth Club utility bills – Members if minded to approve the transfer of all utilities to the Parish Council as the lease has terminated and the Club runs with a hire agreement. There are standing orders for gas electric and water. Costs total £850 approximately per annum.

**9. Recruitment of Clerk –** To note advert published the deadline for applications is 1st November. Interviews are to be held on Friday 22nd November 2019.

**10. Dorset Council Plan –** A short report will be given by those attending the presentation at Verwood Town Council on Monday 28th October. Members will then consider the draft plan.

**11. Planning meetings –** Members to adopt the approved minutes of the following meetings:-

**12. Parish Councillors’ Reports -To receive reports from Parish Councillors including:-**

1. DAPTC

2. Homewatch

5. Youth Club – AGM held on 16th October 2019 – Minutes circulated. DBS and Safefuarding review has been requested with a target date of end of November for completion.

**13.**  **Policies of the Council –** Members to review and if minded to adopt the following new policies on:-

* Sick Pay
* Expenses policies to include new employee potential costs such as Cilca?
* Trees

**14. Report from Dorset Council Members**

**15. Amenities:**

i)Dog warden report

ii) To receive any other amenity matters

**16. Annual Parish Meeting Date – Members if minded to approve the date of 15th April 2020**

**17. Exchange of information**: Next meeting to be held on 27th November 2019