



New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP

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Minutes of the meeting of the New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 11 December 2018 commencing at 7.30pm

Name	Present	Apologies	Absent
Cllr S Deeming (Chair)	✓		
Cllr Power (Vice-Chair)	✓		
Cllr Gordon-Smith	✓		
Cllr Byrne	✓		
Cllr Pinch	✓		
Cllr Sprott	✓		
Cllr Witchard	✓		
Cllr Evans	✓		
Cllr B Jeffs		✓	
Cllr E Jeffs		✓	
Cllr Spencer		✓	

ALSO PRESENT: Members of the public, Town Clerk and Deputy Clerk,

The Chair welcomed all present to the meeting.

18/200 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr E. and B. Jeffs, Cllr Spencer – Apology accepted

(Power used: Local Government Act 1972 s85)

18/201 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

No interests declared.

(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)

18/202 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

The Clerk advised this item was not required for this meeting.

PUBLIC PARTICIPATION FOR FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA. EACH PERSON WISHING TO SPEAK WILL BE ALLOWED A MAXIMUM OF THREE MINUTES.

Question raised by member of the public regarding Finances and concerns that NATC is double accounting in respect of the reserves and that the precept is incorrect. The auditor in due course

will opine on the reserves. Also, to produce the balance sheet for 31/03/19 and 31/03/20 which may assist in clarifying the position.

A member of the public made comment that there is currently a large sum in the current account which represents reserves. Suggested that NATC review the account balance and revisit the budget and account balance.

Chairman advised that there is a meeting tomorrow with a professional. (12 December 2018)

CITY COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 09 NOVEMBER 2018).

The Section 106 Agreements in respect of Sunhill are in process and anticipated due date is end of January 2019. Affordable Housing and Highways are to be as expected. The Scout Hut does not form part of the Section 106, previous minutes are to be amended.

Recommendation1: Previous minutes to be amended to reflect that the Scout Hut does not form part of the proposed Section 106.

COUNTY COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 07 AND 11 DECEMBER 2018).

Cllr Porter provided an update on remedial works to the Millennium Trail, a fortnightly walk along the trail is conducted and remedial works is undertaken as identified. Also enquired as to how NATC will utilise CIL receipt and to detail any plan that may be considered.

In respect of Road Safety, NATC to share with Cllr Porter letter sent to Stuart Jarvis, Director of Economy, Transport and Environment in preparation of her meeting with him early 2019.

Recommendation 1: NATC to share with Cllr Porter copy of letter sent to Stuart Jarvis regarding Road Safety in New Alresford.

POLICE/PCSO REPORT

No report received

18/203 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE TOWN COUNCIL MEETING HELD ON 20 NOVEMBER 2018 (TO CLLRS 07 DECEMBER 2018).

Councillor Spratt declared an interest in item 18/185 and abstained from the vote, amendment to be made to November Minutes.

A proposal was received, seconded and voted in favour of accepting the minutes following amendment to Minute 18/185, as a true and accurate record of the meeting held 20 November 2018

RESOLVED: That the minutes of the meeting held on 20 November 2018, be accepted.

(Power used: Local Government Act 1972 Schedule 12 Para 41 (1))

18/204 TO RECEIVE CLERK'S REPORT OF UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY, TO FOLLOW).

The clerk advised that in preparing the report identified that many actions were not started as due date for commencement is 2019 or, had been ongoing for some time. Advised Councillors that when considering creating Actions/Task that they be timely in nature and closed out in a reasonable period, suggesting four months as reasonable time span.

Noted by Council.

18/205 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE FINANCE COMMITTEE MEETING HELD ON 13 NOVEMBER 2018 (CIRCULATED 05 DECEMBER 2018).

A proposal was received, seconded and voted in favour of accepting the minutes of the meeting, as a true and accurate record of the meeting held on 13 November 2018.

RESOLVED: That the minutes of the meeting held on 13 November 2018, be accepted.
(Power used: Local Government Act 1972 Schedule 12 Para 41 (1))

18/206 TO RECEIVE AND APPROVE BUDGET FORECAST FOR 2018/2019.

A proposal was received, seconded and voted in favour of accepting the budget Forecast for 2018/19.

RESOLVED: That the Budget Forecast for 2018/2019 be accepted

18/207 TO CONSIDER AND SET BUDGET AND PRECEPT FOR 2019/2020.

The proposed budget of £325372 was considered and a Precept of £288372

Proposal made to amend the budget to cater for new staff for the following reasons

1. For the office to succeed, there needs to be a growth in staff
2. Planning for the future.

Budget to be amended to £346701

Precept to be amended to £309701 which equates to approximately an increase of 6.2% compared to last year.

A proposal was received, seconded and voted in favour of accepting amendments to Budget and Precept to cater for new staff member.

RESOLVED: That the Budget of £346701 be accepted. That the Precept of £309701 be accepted

18/208 TO RECEIVE AND APPROVE DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 30 NOVEMBER 2018.

Detailed Balance sheet showed total Equity to be £371,989.

Bank Reconciliation showed balances in current and 32-day account of £268,579.10 and £100,454.66 respectively.

Income and Expenditure Report as at 30 November 2018 showed actual year to date Net Income over Expenditure to be £175,507

There are unpaid invoices to the gross value of £3379.64

Recommendation 1- There are several outstanding debtors that require follow up action.

A proposal was received, seconded and voted in favour of accepting the Detailed balance sheet, Bank reconciliation, Bank statements and Income and expenditure report as at 30 November 2018.

RESOLVED: That the Detailed balance sheet, Bank reconciliation, Bank statements and Income and expenditure report as at 30 November 2018 be accepted.

18/209 TO RECEIVE AND APPROVE LIST OF PAYMENTS FOR DECEMBER 2018.

Review of payments to be made in December 2018 Net value £2916.38

A proposal was received, seconded and voted in favour of accepting list of payments

RESOLVED: List of payments for December 2018 accepted and approved.

18/210 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE ECONOMY AND TOURISM COMMITTEE MEETING HELD ON 27 NOVEMBER 2018 (CIRCULATED 28 DECEMBER 2018).

Minutes not available due to be circulated as soon as possible

18/211 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE PLANNING COMMITTEE MEETING HELD ON 4 DECEMBER 2018 (CIRCULATED 20 DECEMBER 2018).

Minutes not available due to be circulated as soon as possible

18/212 TO REVIEW STANDING ORDERS (REFERRED FROM COUNCIL 15 MAY 2018 AND MONTHLY THEREAFTER (CIRCULATED 11 DECEMBER 2018)

Discussion held regarding the latest version of Standing Orders. Agreed that meetings remain at 2 ½ hours' time span. The Grievance and media policies to be prepared by Office.

A proposal was received, seconded and voted in favour of accepting the proposed changes to Standing Orders.

Recommendation 1: Grievance and Media Policies to be prepared by Office

RESOLVED: That the changes to Standing Orders be accepted

18/213 TO RECEIVE AND REVIEW ARC HIRE CHARGES FOR 2019.

Presentation by Clerks of proposed revision of ARC Room Hire Charges.

A proposal was received, seconded and voted in favour of accepting the 2019 price revision of the ARC room charges and to ensure when published it clearly states includes VAT @ 20%

RESOLVED: 2019 ARC Room Hire charges accepted and when published to clearly state prices include VAT @20%

18/214 TO RECEIVE GRANT APPLICATIONS

(i) Church bench slats.

Application request for grant to repair bench seat in Church yard. The seat was a memorial bench for George Henry Osborn in 1983/4. The seat is now in need of repair.

A proposal was received, seconded and voted in favour of approving the Grant application to provide replacement slats for bench seat. Approx. £500.00

(ii) Winchester Live at Home Scheme.

Provides support to older persons living in their own homes to help maintain independence and reduce isolation.

A proposal was received, seconded and voted in favour of approving the Grant application for the sum of £400.00

RESOLVED: That the Grant applications be approved, St John Church to provide replacement slats for bench and Winchester live at Home Scheme the sum of £400.00

18/215 TO CONSIDER REVISING GRANT OPERATING PROCEDURE.

To update the Grant operating procedure in line with Internal Auditors comments, best practice and GDPR. To include that only under exceptional circumstances will a second grant application be considered within the same financial year. Clerk to present draft document at February 2019 Council meeting.

A proposal was received, seconded and voted in favour of reviewing a draft Grant Operating Procedure at February 2019 Council meeting

RESOLVED: That the Draft Grant Operating Procedure be presented by the Clerk in February 2019 Town Council Meeting.

18/216 TO RECEIVE AND REVIEW NATC 'MISSION STATEMENT' FOR WEBSITE.

Discussion held relating to draft Mission Statement. Suggested that the aims relate to the new educational 3 R's model – Rights, Responsibility and Respect.

A proposal was received, seconded and voted in favour of including the educational 3R's model in the Mission Statement.

RESOLVED: That the 3 R's educational model be included in the New Alresford Town Council Mission Statement.

18/217 TO RECEIVE AND REVIEW PWLB LOAN STATEMENT FOR WEBSITE.

Review of PWLB Loan statement for publication on NATC website

A proposal was received, seconded and voted in favour of approving the PWLB Loan Statement for NATC website

RESOLVED: That the PWLB Loan statement is published on NATC website

18/218 RECEIVE AND REVIEW AMF AGREEMENT.

The document was discussed in detail. Recommended that the Town Crest is included in advertisements. That the AMF agreement is now progressed by the Facilities Committee. A proposal was received, seconded and voted in favour of including the Town Crest in AMF advertising and the AMF Agreement is progressed by the Facilities Committee

RESOLVED: That advertisements include New Alresford Town Crest and the Agreement is progressed by Facilities Committee.

18/219 REPORTS AND ISSUES - FOR INFORMATION ONLY

(i) Car park – WCC update.

Clerk informed Council that WCC will be repainting the white lines of the Carpark at Arlebury Park. Date to be arranged.

Noted by Council.

Council requested to know if the yellow lines at the could also be repainted as these areas are required to remain clear for emergency vehicle access.

Clerk to make further enquiries.

(ii) Section 137 Update. (Circulated 11 December 2018)

National Association of Local Councils has issued an update regarding Section 137 of the Local Government Act 1972.

Noted by Council

(iii) Perins MAT alignment of Admissions Policies of Perins School and Sun Hill Junior School.

Clerk informed Council that Perins Multi Academy Trust has made minor changes to their Admissions policy to ensure the policies are aligned for both schools

(iv) Ashburton Road, opening of homes debrief.

Cllr Power provided a debrief of the opening of the homes at Ashburton Road by the Mayor of Winchester.

18/220 TO RECEIVE RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS FROM CONFIDENTIAL MATTERS TO BE DISCUSSED 'THAT IN VIEW OF THE CONFIDENTIAL/SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED, AND THEY ARE INSTRUCTED TO WITHDRAW'

A proposal was received, seconded and voted in favour of temporarily excluding members of the public and press.

18/221 TO RECEIVE CLERKS OBSERVATIONS REPORT

Duly noted

18/222 TO RECEIVE AND DISCUSS LEASE AGREEMENT OF FIRST FLOOR OF ARC.

Update provided regarding the terms of the proposed Lease

18/223 DATE OF NEXT MEETING TUESDAY 22 JANUARY 2019 AT ALRESFORD RECREATION CENTRE, THE AVENUE, ALRESFORD, SO24 9EP, COMMENCING AT 7.30PM

The meeting closed at 2130 hours.