



New Alresford Town Council

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

Tel: 01962 732079 Email: townclerk@newalresford-tc.gov.uk

Minutes of the meeting of the New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 20 November 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.

18/170 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr E. Jeffs – Apology accepted

(Power used: Local Government Act 1972 s85)

18/171 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

No interests declared. The Clerk reminded Committee members that Disclosable Pecuniary Interest forms if not already completed including online were to be completed and returned to the office by Friday 23rd November 2018.

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

18/172 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.

18/173 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS 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.

A proposal was received, seconded and voted in favour of suspending Standing Orders to allow the members of the public present to speak.

RESOLVED: That Standing Orders be suspended to allow the members of the public present to speak.

PUBLIC QUESTION TIME

Question raised by member of the public regarding Finances and Section 26.1 of the Local Audit and Accountability Act 2014 – The right to inspect records. On 28/6/2018 a request was made to inspect the records. The member of the public has been in communication with External Auditor PKF Littlejohn and they will seek legal action if any breaches to electors' rights are identified. Arrangements are in place to view the requested documents. Chairman made no comment.

A member of the public made comment that the July 2018 minutes did not accurately reflect the discussion held regarding the herbage growth along Sun Lane. The location is Sun Lane between East Street and Haig Road.

To be referred to Recreation and Environment Committee for follow-up.

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

No comments

COUNTY COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 16 OCTOBER 2018).

No Comments

POLICE/PCSO REPORT

No report received

Clerk advised that drug paraphernalia had been found at ARC grounds in the past week. The police were made aware on 19th November 2018.

18/174 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

A proposal was received, seconded and voted in favour of resuming Standing Orders to allow the meeting to continue.

RESOLVED: That Standing Orders be resumed to allow the meeting to continue.

18/175 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 16 OCTOBER (COPIES TO ALL COUNCILLORS 09 NOVEMBER 2018)

A proposal was received, seconded and voted in favour of accepting the minutes of the meeting, as a true record of the meeting held on 18 September 2018.

RESOLVED: That the minutes of the meeting held on 18 September 2018, be accepted.

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

18/176 TO RECEIVE CLERK'S REPORT OF UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY, TO FOLLOW)

The Clerks report was not circulated prior to the meeting due IT issues and therefore not reviewed. Due to the recent IT issues it is requested by Council that the current contract with Technique is to be reviewed.

Recommendation 1: NATC current contract with Technique IT be reviewed

18/177 TO RECEIVE AND APPROVE DETAILED BALANCE SHEET, BANK RECONCILIATION AND INCOME AND EXPENDITURE REPORT AS AT 1 NOVEMBER 2018.

Bank Reconciliation showed a balance in the current and notice accounts of £283,702.17 and £100,101.49 respectively.

Requested by council that Bank Statements be made available for sign off by the Chair.

Recommendation 1: Bank Statements for both current and notice accounts be made available for signing by the Chair.

A proposal was received, seconded and voted in favour of accepting the Detailed balance sheet, Bank reconciliation and Income and Expenditure report as at 1 November 2018.

RESOLVED: That the Balance sheet, Bank reconciliation and Income and Expenditure report as at 1 November 2018 be approved.

(Power used: Local Government Act 1972 Schedule 12 Section 151)

18/178 TO RECEIVE AND APPROVE LIST OF PAYMENTS FOR NOVEMBER 2018

Payments made to the value of £9324.42 and £2616.37 for months October and November 2018 paid. Invoices received to the value of £4976.95 and £108.00 to be paid for October and November 2018

A proposal was received, seconded and voted in favour of approving the list of accounts.

RESOLVED: That the List of payments as at 20 November 2018 be accepted.

18/179 TO RECEIVE AND APPROVE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 13 NOVEMBER 2018 (TO FOLLOW)

Due to the recent IT issues Finance Minutes are not available for review.

Review of the first draft of Forecast Balances 2018/19 and 2019/20 Budget. Propose to agree Budget and Precept at the next Full Council meeting in December 2018.

RESOLVED: That the Finance Minutes be referred to next full Council on December 11th, 2018.

18/180 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE RECREATION & ENVIRONMENT COMMITTEE MEETING HELD ON 23 OCTOBER 2018 (COPIES TO ALL COUNCILLORS 14 NOVEMBER 2018)

Attention drawn to item 181008, the five-year plan to improve the Play areas within the Town.

RESOLVED: That the minutes of the meeting held on 23 October 2018, be accepted.

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

18/181 TO MINUTE THE COUNCIL POLICY ON REPAYMENT OF PWLB LOANS.

Public Work Loan Board provide loan structures that are structured in such a way that there is little or no benefit to repay early. This has been reviewed by the Internal Auditor who concluded that there is not benefit in repaying early.

The PWLB loan statements are to be published on the NATC website.

A proposal was received, seconded and voted in favour of PWLB statements published on NATC website.

RESOLVED: That the PWLB Loans are not to be repaid early at this time. The biannual statements are to be published on NATC website.

18/182 TO CONSIDER PICTURE DISPLAY LOCATION. TO CELEBRATE 35 YEARS OF EXCHANGE VISITS, IN JUNE 2018 THE MAYOR OF BRIQUEBEC PRESENTED TO ALRESFORD IN BRIQUEBEC CASTLE A DRAWING OF THE CASTLE.

The location of the picture display was resolved in July 2018 Full Council item 18/107 refers. Now received, the picture is to be displayed in the Lower Meeting Room at Alresford Recreation Centre

RESOLVED: 18/107 That the picture be displayed in the Lower Meeting Room at the Arlebury Recreation Centre and a letter of thanks being sent to the Alresford Twinning Association.

18/183 TO CONSIDER BRIQUEBEC PARTY VISITING ALRESFORD 14-16 JUNE 2019

Discussion regarding the visit and the role expected from the Town and possibly Mayor of Winchester. To be referred to Economy and Tourism Committee for further discussion and follow-up.

RESOLVED: That the Town plans to receive Briquebec visiting party be referred to Economy and Tourism Committee.

18/184 PLANNING APPLICATION

(i) To receive planning application 18/02414/FUL – Derryveagh, Bridge Road, Alresford. SO24 9ET. Erection of 3-bedroom dwelling on land to the north of ‘Derryveagh’

Discussion regarding the view from the Avenue. That an extension be requested for the Planning Committee to obtain further details.

RESOLVED: That an extension be requested for planning application 18/02414/FUL – Derryveagh, Bridge Road, Alresford. SO24 9ET. Erection of 3-bedroom dwelling on land to the north of ‘Derryveagh’. Referred to Planning Committee 4th December 2018

18/185 TO RECEIVE NOTICE OF TREE ASSESSMENT – MEMORIAL GARDENS.

Notice received of Tree assessment at Memorial Gardens. Three trees are required to be removed.

Councillor Spratt – Declared interest and abstained from vote.

Review of three quotes obtained to carry out works.

A proposal was received, seconded and voted in favour of the remedial works be conducted by Ropley Trees for £1850

RESOLVED: The Tree works at Memorial Gardens be conducted by Ropley Trees.

18/186 TO REVIEW STANDING ORDERS (REFERRED FROM COUNCIL 15 MAY 2018, REVISED COPIES TO FOLLOW)

Detailed discussion took place regarding the revision of Standing Orders. Due to the numerous edits in the current draft a clean version is to be circulated

A proposal was received, seconded and voted in favour of a clean version of Standing Orders circulated for review.

RESOLVED: A clean version of Standing Orders be circulated for review.

18/187 GRANT APPLICATION

(i) The Giles Group

Provide help and support to persons with disabilities. The Giles Group raise funds via Membership fees, donations, raffles and are seeking a Grant of £350.00. The cost of the group is approx. £1122.00

A proposal was received, seconded and voted in favour of approving the Grant Application for the sum of £350.00

(ii) St Johns Church

Annual upkeep and maintenance of the Church grounds including the burial ground. Funds are raised by donations and the grounds maintained by volunteers. Specialized work needs to be carried out to maintain grounds which is the only green space in the Town. Seeking a Grant of £3000.00 towards a project with estimated costs of £7154.00
A proposal was received, seconded and voted in favour of approving the Grant Application for the sum of £3000.00

RESOLVED: That Grant applications be approved; Giles Group receive the sum of £350.00 and St Johns Church receive the sum of £3000.00

18/188 TO WELCOME NEW MEMBER STAFF – CARETAKER

Welcome new member of staff to New Alresford Town Council

18/189 TO REVIEW BOOKINGS AND PLAN SCHEDULE FOR FUTURE BOOKINGS, OPENING AND CLOSING OF ARC.

Caretaker now in place and therefore future bookings can be scheduled as previous. A proposal was received, seconded and voted in favour of bookings scheduled in the normal manner.

RESOLVED: The bookings revert to normal scheduling practice.

18/190 TO REVIEW ARC MEETING ROOM HIRE CHARGES FOR 2019.

Discussion took place regarding the charges applied to the Lower Meeting Room. Office staff to prepare a proposal of new pricing to Council for further review.

A proposal was received, seconded and voted in favour of Office staff preparing a new price list for the Lower Meeting Room for 2019

RESOLVED: Office staff to prepare new price list for Lower Meeting Room 2019 for review at next Council meeting

18/191 TO CONSIDER PREPARING NATC ‘MISSION STATEMENT’ FOR WEBSITE.

Discussed NATC having a Mission Statement for the website.

A proposal was received, seconded and voted in favour of a Mission Statement being prepared for the Website

RESOLVED: Mission Statement to be prepared for further discussion at next Council Meeting

18/192 TO CONSIDER CLOSING NATC OFFICES FOR 1 WEEK IN DECEMBER 2018 TO ADDRESS GDPR AND ADMINISTRATION SYSTEMS.

The Clerk requested the office be closed to address office administration and GDPR requirements.

A proposal was received, seconded and voted in favour of the office closing December 17 -21 2018.

RESOLVED: The NATC Office will be closed December 17-21, 2018.

18/193 TO CONSIDER PROPOSALS RECEIVED REGARDING THE LEASE/PURCHASE OF PHOTOCOPIER

Proposals received discussed, and offer packages reviewed in detail.

A proposal was received, seconded and voted in favour of Odeos.

RESOLVED: NATC engages with Odeos for new photocopier package.

18/194 TO CONSIDER REPORT REGARDING NATC AND PERINS MULTI ACADEMY TRUST MEETINGS.

Perins report discussed and agreed that in future that liaison is via the Recreational and Environment Committee.

A proposal was received, seconded and voted in favour of the Recreational and Environment Committee continuing to liaise with Perins and Town Council made aware of progress updates

RESOLVED: Liaison with Perins be referred to the Recreational and Environment Committee and Town Council to receive progress updates

18/195 TO RECEIVE REQUEST TO BE RELEASED FROM COMMITTEE MEMBERSHIP

Chairman Deeming requested to be released from Recreation and Environment, Economy and Tourism and Staffing Committees for personal reasons.

A request to be circulated for an additional Councillor for each Committee

Recommendation 1: Request to be made for an additional Councillor for Recreation and Environment, Economy and Tourism and Staffing Committees.

18/196 REPORTS AND ISSUES - FOR INFORMATION ONLY

(i) To receive details The Facilities Committee is operational.

The Facilities Committee created on 30 October 2018. Chair - Cllr Spencer, Vice Chair - Cllr Witchard. To convene on a quarterly basis.

(ii) To receive Letter from Jake Berry MP, Minister for Local Growth at the Ministry of Housing, Communities & Local Government.

Noted

(iii) To receive debrief from CPRE conference held on November 2018.

Councillors provided debrief of conference which related to issues concerning rural housing

(iv) To receive notice of NALC Spring Conference 2019 – To be held In London 11 February 2019. There is a saving of 20% applicable to bookings made by 30 November 2018.

Noted.

18/197 DATE OF NEXT MEETING - TUESDAY 11 DECEMBER 2018 AT ALRESFORD RECREATION CENTRE, THE AVENUE, ALRESFORD, SO24 9EP, COMMENCING AT 7.30PM

18/198 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.

18/199 TO RECEIVE AND APPROVE UPDATED INFORMATION REGARDING LEASE, FIRST FLOOR ALRESFORD RECREATION CENTRE.

Discussed in detail terms of the proposed Lease.

The meeting closed at 2240 hours.