

MINUTES
of the ANNUAL MEETING of
FROYLE PARISH COUNCIL
held in the Village Hall, Lower Froyle,
on Wednesday 8th May 2019 at 7.45 pm

Present:

<i>Parish Council:</i> Mr. K. Anfield Mr. I. Deans Mr. G. Heyhurst Mr. I. Macnabb Mrs. J. Southern Mr. N. Whines	<i>Clerk</i> <i>Others:</i> 0
---	----------------------------------

ITEM 1 ELECTION OF A CHAIRMAN

It was proposed and seconded that Mrs. J. Southern be Chairman for 2019-20.

01 19-20 There being no other nominations it was RESOLVED that Mrs. J. Southern would be the Chairman for the forthcoming year.

ITEM 2 APOLOGIES FOR ABSENCE Mr. S. Maher, Dr. A. Roberts

ITEM 3 ELECTION OF A VICE-CHAIRMAN

It was proposed and seconded that Mr. I. Deans be Vice-Chairman for 2019-20.

02 19-20 There being no other nominations it was RESOLVED that Mr. I. Deans would be the Vice-Chairman for the forthcoming year.

ITEM 4 MINUTES OF THE PREVIOUS MEETING

03 19-20 It was RESOLVED that the Minutes of the meeting of the Parish Council held on 11th March 2019 be accepted as a true record.

ITEM 5 MATTERS ARISING FROM PREVIOUS MEETINGS

11th March 2019

ITEM 3 MATTERS ARISING FROM PREVIOUS MEETINGS

474 7.3.19 Linden Homes Acknowledgement of Mr. Chapman: **Signs** to Froyle Park housing estate

476 7.3.19 Castle Water to N. Whines: marked the **hut** as vacant from 31/8/2016. cancelled two invoices. 477 8.3.19 N. Whines minute of the hut committee meeting

479 8.3.19 J. Holmes to G. Watts to J. Southern **Permissive footpath** FP: fenced, no timescale. 533 16.4.19 EHDC J. Holmes. 10.5.19. 535 16.4.19 EHDC J. Holmes details. 536 18.4.19 EHDC J. Holmes work scheduled. 537 20.4.19 Mr. Heyhurst
Mr. Heyhurst explained that he is continuing to follow this up with EHDC, noting the need to allow for farm machinery crossing the path at the gate, and the need to bridge the ditch at the bottom of Hen & Chicken Hill.

481 11.3.19 G. Watts to J. Southern **Wall**

502 22.3.19 Traffic Management to I Deans **Butts Bridge diversion**

ITEM 4 FINANCE

482 12.3.19 **TSB** Complaint response had been enclosed with the agenda.

ITEM 5 PLANNING

478 8.3.19 Mr. Deans Report from **Local Plan** consultation event

ITEM 6 FROYLE PARK

480 11.3.19 EHDC Sharman for G. Kneller Letter to FPC. **Mrs. Southern** and **Mr. Whines** to discuss action.

ITEM 11 MATTERS RAISED BY RESIDENTS

484 12.3.19 Clerk, Bentley PC: Field **fence**, Bentley: copy letter to landowner. 490 9.3.19 Clerk, Bentley PC owner not replacing the fence/will repair with existing pieces/spoken with Highways about barrier or speed

restriction to stop cars from hitting fence but they said no/would get rid of travellers if notified/not selling the land for development/planted trees/wanted a house on it and use the land agricultural purposes refused.

11th February 2019

ITEM 5 PLANNING

519 6.4.19 Mr. Maher Oast House **Method Statement**. 520 7.4.19 Mr. Deans New Build Concrete Method Statement. 521 7.4.19 Mr. Maher New Build Concrete Method Statement. 525 9.4.19 Mr. Whines New Build Concrete Method Statement. 526 9.4.19 Mr. Heyhurst New Build Concrete Method Statement.

18th September 2018

ITEM 13 MATTERS FOR REPORTING IN VILLAGE MAGAZINE

506 25.3.19 **SLPP** to J. Southern: Southampton to London Pipeline Project - 25 March briefing note

All items had either already been reported, dealt with, pending or were discussed below.

ITEM 6 ELECTION OF OFFICERS TO FILL THE FOLLOWING POSTS:

It was **agreed** that the following duties be undertaken by those indicated:

EHAPTC/HALC	Rota to be agreed
CPRE	any councillor as appropriate
Flag flying/flagpole	Mr. Heyhurst
Open Spaces (incl. playground maintenance)	Mr. Anfield, Mr. Macnabb
Maintenance (churchyard etc)	Mr. Deans
Footpaths	Mr. Macnabb
Lengthsman	Mr. Deans
Roads & transport	Mr. Deans
Tree Warden	Planning Committee (Mr. Deans & Mr. Whines)
Recycling Area	Froyle Village Hall Management Committee
Village Hall	Mr. Whines
Planning	Planning Committee (Mr. Deans & Mr. Whines)
Radian Housing and housing matters	Mr. Whines
Budget	Mr. Macnabb
Internal/Independent Auditor	Mr. T. Light (Lightatouch)
Data Protection Officer	Mr. Heyhurst
Publicity	any councillor as appropriate
Village Magazine report	Mr. Whines
Archivist	Mr. & Mrs. Booth
Victim Support	Mr. Maher
Child and Vulnerable Adult Protection	Dr. Roberts

ITEM 7 REPRESENTATION AT COMMUNITY FORUM (ALTON & SURROUNDING VILLAGES)

It was **agreed** that Community Forum meetings be attended by those indicated:

Date (Tuesdays)	Froyle Parish Council Representative
No information at 30.4.19	Mr. Maher
“	Dr. Roberts
“	Mrs. Southern

ITEM 8 PARISH COUNCIL MEETINGS FOR 2018-19

It was **agreed** that Parish Council meetings would be:

Type of meeting	Date	Remarks
	Monday 10 th June 2019	booked
	Monday 8 th July 2019	booked
	Monday 12 th August 2019	booked
	Monday 9 th September 2019	booked
	Monday 14 th October 2019	booked
	Monday 11 th November 2019	booked, Initial Budget Meeting
	Monday 9 th December 2019	booked
	Monday 13 th January 2020	booked Budget/Precept Approval Mtg
	Monday 10 th February 2020	booked
	Monday 9 th March 2020	booked
Statutory Annual Meeting	Monday 11 th May 2020	booked Election of Chairman etc

ITEM 9 ANNUAL PARISH MEETING

It was **agreed** that Annual Parish Meeting would be:

Annual Parish Meeting	22nd April 2020 (Wednesday)	booked
-----------------------	-----------------------------	--------

ITEM 10 FINANCE

10.1 Approval of Payments

04 19-20 It was RESOLVED to note and approve the following payments made since the agenda for the meeting of 11.3.19 had been prepared

£

Date	Payee	Purpose	Cheque	Resolution	Gross amount
11.3.19	Froyle Village Hall	hall hire	3	9 18-19	80.00
16.3.19	Castle Water	refund	cheque d500048		-136.35
31.3.19	Treloar Trust (IKC)	Mag printing	Transfer	9 18-19	187.00
31.3.19	Iredell Services	Playground maint	4		100.00
31.3.19	P. Cullen	Salary	5	39 18-19	886.00
31.3.19	HMRC	PAYE tax	6		221.60
31.3.19	P. Cullen	expenses	7		284.39

10.2 Draft accounts for the year ending 31st March 2019

The **draft accounts for the year ending 31st March 2019** (payments, receipts, bank reconciliation, Assets Register & Notes To Receipts And Payments Accounts 2018-19, bank statements,) had been enclosed with the agenda. Final accounts to be approved at next meeting.

10.3 Audit of Accounts year ended 31st March 2019

10.3.1 AGAR Statement of Assurance

05 19-20 It was RESOLVED to answer Yes to each of the statements on page 4 of draft AGAR.

10.3.2 Annual Return of Accounts Draft Accountability and Governance Annual Return 2018-19 had been enclosed with the agenda for information. (Accountability and Governance Annual Return 2018-19 to the External Auditor and internal auditor's report for approval at June meeting).

10.4 Budget 2018-19 Actual figures at 31.3.19 compared with budget had been enclosed with the agenda. It was **agreed** to increase budgeted expenditure on magazine costs to £2300.

10.5 Financial & Other Risks Assessment Updated in May 2019 had been enclosed with the agenda.

06 19-20 It was RESOLVED to accept the assessment for the year 2019-20 with amendments. **Mr. Macnabb** to review insurance item and ask Village Hall Committee what their insurance cover for Bonfire Night is. There was discussion of what risks associated with Bonfire Night would be whose responsibility. There was discussion of whether the bus shelter was or should be insured and to whom it belongs.

10.6 Receipts and Payment Accounts 2019-20 It was **agreed** to approve the receipts and payment accounts 2019-20 at 27th April which had been enclosed with the agenda.

10.7 Payment of Invoices for Regular Services

07 19-20 It was RESOLVED to pay the invoices, as they are received, approved and within budget, for the following services:

Hampshire Association of Local Councils Subscription & NALC levy
Local Council Review (NALC) Subscription
Campaign to Protect Rural England Subscription
Hampshire Playing Field Association subscription
Southern Electric, for Sports Pavilion
Council tax for Sports Pavilion
Playground: RoSPA inspection
Grass cutting Churchyard, Village Hall, War Memorial etc
Mr. M. Wimshurst grass cutting Recreation Ground
Mr. G. Wells, grass cutting
Printing the Village Magazine
Repayment of Village Magazine expenses
Hire of halls for Council and Committee meetings
Stationery and minor office equipment

Photocopier maintenance

Clerk's salary and expenses - the Chairman will be provided with full details and requested to authorise payment before the cheque is signed.

BT for telephone

Information Commissioner (renewal of entry registration)

Audit fee

Journal of Local Planning subscription

RBL Poppy Appeal wreath

Printing of new residents' welcome pack

All payments made under the above approval will be shown in detail on the agenda for the subsequent ordinary meeting. Other payments, eg major equipment purchases, services not undertaken on a routine basis and grants, both those under S137 of the 1972 Local Government Act and other sections of the Acts, will be made only after approval has been given by specific resolution of the Council. These payments will also be shown in the agenda for the next ordinary meeting.

It was **agreed** to discuss with the PCC whether it was necessary for the parish council to continue responsibility for churchyard grass cutting.

10.8 Applications for Grant

483 12.3.19 **Citizens Advice** Application to Froyle Parish Council for grant aid from Citizens Advice East Hampshire, had been enclosed with the agenda (Annual Report previously forwarded). Previous grant was £325 paid on 21.9.11.

08 19-20 It was RESOLVED to make a grant of £350 to Citizens Advice East Hampshire.

10.9 Other financial matters

10.9.1 Grants: Previous f/yr grants paid by FPC (ref FPC 21.11.11).

DATE	PAYEE	PURPOSE	CHQ	RESL	S137 grants	OTHER grants
					4480.20	
					limit	
29.3.18	Home Start Wey Water	Grant for 27-19 (see Int Aud email)	Transfer	43 17-18	200.00	
24.7.18	Froyle Wildlife	Materials for annual cornfield	Transfer	22 18-19	112.45	
18.9.18	Victim Support	Grant	1406	35 18-19	50.00	
12.11.18	Mrs. A. Booth	Froyle Archive grant	1420	37 18-19	750.00	
23.11.18	Mrs. ME Scotton	Froyle Baby & Toddler Group grant	1422	38 18-19	500.00	
20.12.18	Bentley Primary School	Minibus grant	1426	41 18-19		3000.00
2.1.19	Froyle Wildlife	Annual grant	Transfer		400.00	
2.1.19	Lasham Gliding Soc SpRFund	Airspace appeal	1427	42 18-19	500.00	
					2512.45	3000.00

10.9.2 Section 137 spending limit for 2019-20

Published 20th December 2018 <https://www.slcc.co.uk/news-item/section-137-spending-limit-for-2019-20/1889/>

The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2018-19 is **£8.12**.

This is the amount that results from increasing the amount of 2017-18 (£7.86) by the percentage increase in the retail index between September 2017 and September 2018, in accordance with Schedule 12B to the 1972 Act.

573 electors at 1.12.18, with revisions since +13 - 16 = 570. £8.12 x 570 = £4628.40.

10.10 Finance other

485 13.3.19 Mr. Maher Planning Resource publication query £250 pa. **Mr. Whines** and **Mr. Maher** to discuss.

522 8.4.19 EHDC CIL Planning CIL Neighbourhood Proportion payments: Froyle 0

ITEM 11 PLANNING

11.1 Planning Applications

492 19.3.19 **39395/002 FUL Chandler's Yard**, Froyle Road, Lower Froyle, Installation of a satellite dish at the rear of the property. Consultation expired 11.4.19. FPC responded with no comment.

493 19.3.19 **37446/007 FUL 2 The Barracks**, Spollycombe Lane, U F, Retrospective - Excavation of land to increase size of pond Consultation expired 11-Apr-19. FPC responded with no comment.

498 19.3.19 **49319/005 FUL West End House**, Farnham Road, Froyle, Change of use from existing outbuilding to Sui Generis use in conjunction with the existing bed and breakfast and proposed A3 cafe use. Consultation expired 16.4.19. FPC responded with no comment.

534 16.4.19 **50512/003 Coombefield Cottage**, Ryebidge Lane, Upper Froyle, Ground and first floor extensions and detached triple garage with accommodation above following demolition of existing garages and partial demolition of existing utility room. There was discussion of the height and visibility of the proposed garage. **Mrs. Southern** to consult applicant.

538 23.4.19 **35913/014 LBC Old Brewery House**, Husseys Lane, Lower Froyle, Listed building consent - replacement green house.

9 19-20 It was RESOLVED to make no comment on this application.

11.2 Results of Planning Applications

503 22.3.19 **49828/004 1 Rye Bridge Cottages**, Ryebidge Lane, Upper Froyle, Proposal: T1 -Japanese Larch -fell. T2 -Sycamore -removal of 3 lowest hanging branches. T3 -Fir -fell. T4 -Sycamore, removal of 3 low branches over shed NO OBJECTION

504 22.3.19 **20316/013 Old Malt House**, Froyle Road, Lower Froyle, Fell Leylandii at rear of house NO OBJECTION

512 1.4.19 **57201/001 Myrtle Barn**, Ryebidge Lane, Upper Froyle, T1 Sycamore -Crown thinning to a max of 20%, and crown lift to 3.0 metres. NO OBJECTION

540 26.4.19 **57196/002 7 Fiennes Lane**, Upper Froyle, Velux windows to front PERMISSION

541 26.4.19 **49319/005 West End House**, Farnham Road, Froyle, Change of use of part of existing outbuilding to A3 cafe use (description amended 24/4/2019) PERMISSION

ITEM 12 REPORTS BY OFFICERS AND COUNCILLORS None

ITEM 13 OTHER MATTERS

518 4.4.19 Mr. G. Mitchell **Speedwatch**: request for PC approval of sites for speed control had been enclosed with the agenda.

Additional sites were discussed and questioned if these could be added in future, provided that they met HCC criteria for sightlines, width of verge, etc. **Mrs Southern** to write to Mr. Mitchell and to ask Cllr. Costigan to chase EHDC Mr. Tweddle regarding the availability of funds.

ITEM 14 CORRESPONDENCE RECEIVED

A list of the correspondence received since the agenda for the meeting of 11th March 2019 had been prepared had been enclosed with the agenda. Some matters did not require any action, and some items had already been circulated to councillors. Other matters, some of which the papers were at the meeting, were:

496 19.3.19 HALC advisory note 'Making Tax Digital'

497 19.3.19 EHDC enforcement: Unauthorised Encampment Clanfield

517 3.4.19 HALC Governance and Accountability Practitioners Guide

ITEM 15 MATTERS RAISED BY COUNCILLORS AND OFFICERS

15.1 Hut. Mr. Whines. It was noted that it had been agreed to keep the hut and use it for storage, improving the roof and adding an external shelter. It was **agreed** to ask Mr. Penfold to prepare drawings, specifications and a tender document and to ask him send these out to tender.

15.2 Playground ship: Mr. Macnabb. The repainting will take 7 to 10 days at cost approximately £2000. **Mrs. Southern** to get another quotation for the work.

15.3 War Memorial base: **Mr. Deans** will renew it and **Mr. Macnabb** to ask the landowner about timing for access.

15.4 Barfield Close: hedge and bank clearance. **Mrs. Southern** to speak to owner.

ITEM 16 MATTERS RAISED BY RESIDENTS None

ITEM 17 MATTERS FOR REPORTING IN VILLAGE MAGAZINE

New parish council, chairman and deputy, precept, permissive footpath, Speedwatch, not suitable for HGV signs, ship repainting.

ITEM 18 DATE OF NEXT MEETING

Monday 10th June 2019

The meeting closed at 10.10 pm.

Date.....

Chairman.....