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**Minutes of the Full Council meeting
held on Tuesday 18 December 2018 at 7.00 pm
in the Scout Hut, Boyatt Lane, Eastleigh SO50 4LQ**

Councillors Present: D Clarke (Chair), J Barrett, D Betts, M Freemantle, R Lee-Potter & N Palmer

Apologies: C Banks, R Whittle, Borough Councillors' R Reynolds & S Tyson-Payne

Officers in attendance: C Gosling (Clerk)

PUBLIC SESSION

There were 6 members of the public in attendance. The Council was asked if outdoor gym equipment could be installed on Allbrook Meadow. The Vice-Chairman reported that the land was not yet in the Parish Council's ownership. It was still on a 12-month maintenance period and subsequently will be owned by Eastleigh Borough Council then transferred to the Parish Council. The Chairman advised that a public consultation will take place next year to find out residents' ideas.

A resident asked if the Council could organise a village litter pick. The Clerk suggested that the litter pick could coincide with the National Day in the Spring.

The Chairman thanked members of the public for their attendance and opened the meeting.

70 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

The following Members had each submitted a request for a dispensation to allow them to participate and vote in respect of the budget proposals for 2019/20.

Councillors' Barrett, Betts, Freemantle, Lee-Potter & Palmer

RESOLVED: (a) That the written requests for dispensation from Councillors approved;

(b) That it be noted that their reason for submitting the request was on the basis "that without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of that business"; and

(c) That the dispensation be granted until the next elections in 2022.

71 MINUTES OF THE MEETING 27 NOVEMBER 2018

Councillor Betts proposed to accept the minutes of the meeting held on 27 November 2018. Councillor Barrett seconded and all voted in favour.

RESOLVED: That the minutes of the meeting held on 27 November 2018 be accepted as a true record of the meeting.

72 CORRESPONDENCE

Members noted the correspondence list dated 18 December 2018.

73 BOROUGH AND COUNTY COUNCILLORS' REPORT

Councillor Clarke gave a combined report outlining the following: As part of the Borough Council's commitment to improve air quality, a study has been commissioned for a Park and Ride scheme, commissioning additional electric vehicle charging points. Streetscene had won two national awards for the upkeep of the Borough. Overnight roadworks on 8/9 January A335 Allbrook Railway Arch. Revision of the Borough's planning process following a planning application appeal as the 8-week deadline was not met by the authority. The Memorial building in the recreation ground to be listed as a historical building. Southampton Airport held a masterplan meeting on their plans to extend the airport. The Chairman recommended that the Parish Council has a representative at the meetings.

74 FINANCE REPORT

The payments listed below were presented to the Council for approval

DD	British Gas	Gas	14.41
100491	HRMC	National Insurance	239.17
STO	Mobile Mini UK	Container hire at allotments	41.45
STO	J Humphrey	Payroll	24.00
100492	15th Chandlers Ford Scouts	Room hire Nov 18 to Mar 19	200.00
100493	Control Pest UK Ltd	Mole contract 2019	672.00
100494	Talk Design & Print	Christmas Cards	204.00
100495	Salaries		2010.15
100496			
100497			
100498	Mr R Ormond	Allotment expenses	20.25
100499	Ms C Gosling	Clerk expenses	40.15
100499	Ms C Gosling	Stationery	37.26
100499	Ms C Gosling	Christmas refreshments	50.60
100499	Ms C Gosling	Stamps	66.04

Councillor Barrett proposed to approve the payments, Councillor Freemantle seconded and all voted in favour.

**RESOLVED: a) That the report be approved;
and b) That cheque signing, and payments be authorised.**

75 INTERNAL AUDIT REPORT 2017/18

Members reviewed the comments made by the internal auditor. Councillor Lee-Potter proposed to accept the recommendations outlined in the Clerk's report, Councillor Betts seconded and all voted in favour.

RESOLVED: a) That the recommendations of the report be approved; and b) that the recommendations be applied to the financial year 2018/19.

76 APPOINTMENT OF INTERNAL AUDITOR

Councillor Palmer proposed to appoint 'Lightatouch' as the internal auditor in respect of 2018/19 for a fee of £325.00. Councillor Betts seconded and all voted in favour. The Clerk reported that the date of the first internal audit is 8 January 2019.

RESOLVED: That Lightatouch is appointed as the approved internal auditor for the financial year 2018/19.

77 EXTERNAL AUDIT REPORT 2017/18

Councillor Freemantle proposed to accept completion of the Accountability and Governance Return (AGAR) for the financial year 2017/18, noting recommendation to reduce the general reserve. Councillor Lee-Potter seconded and all voted in favour. The Clerk reported that the Notice of the Conclusion of audit would be displayed on the noticeboards and website.

RESOLVED: That the Council has noted the completion of the AGAR for 2017/8; and b) resolves to allocate reserves to capital expenditure during the financial year 2018/19; c) To display the conclusion of audit notice.

78 SUBSCRIPTIONS

The Clerk recommended that the Council subscribed to the Society of Council Clerks (SLCC) at £189, the Local Council Review (LCR) Magazine at £17 each and the free subscription to Clerks and Councils Direct. Councillor Clarke approved the above subscriptions requesting to purchase two copies of the LCR. Councillor Betts seconded and all agreed.

RESOLVED: The subscriptions for the SLCC, LCR and Clerks and Councils Direct is approved.

79 TRADE ACCOUNTS

The Clerk reported that the internal auditor had made comment on the cash advances made to the allotment officer and representatives. The Clerk advised that this was not good practice and where possible invoices on account should be sought to enable Members to approve the payments. Councillor Lee-Potter approved the opening of trade accounts in the Parish Council's name. Councillor Clarke seconded and all voted in favour.

RESOLVED: The opening of trade accounts is approved; and b) that invoices received will meet with approval by the Council before payment is made.

80 VARIABLE DIRECT DEBITS

It is acknowledged by the Council that accounts with utility companies will be paid by Direct Debit. Councillor Betts approved the payment of variable direct debits in line with the Council's Financial Regulations. Councillor Freemantle seconded and all voted in favour.

RESOLVED: The payment of variable direct debits is approved.

81 GRANT APPLICATIONS

No applications received.

82 PRECEPT 2019/20

Members reviewed the increase in the budget due to the employment of professional Clerk with additional hours and earmarking reserves for capital projects. Councillor Barrett proposed to set the Precept for 2019/20 at £49,598.03 representing a £67.99 charge on a Band D property, to agree to request that Eastleigh Borough Council grant the sum by voluntary arrangement of £1,102.79, making a final budget for the year of £50,700.82. Councillor Palmer seconded and all voted in favour.

RESOLVED: The Council's precept for 2019/20 is approved at £50,700.82 representing a Band D charge of £67.99.

83 PRINCIPLE AUTHORITY ASSETS

Members discussed the sites for consideration to be devolved from Eastleigh Borough Council:

- Allbrook Meadow
- Allbrook Knoll play area
- Allbrook Recreation Area
- Land situated behind the terrace of small bungalows and backs onto the Itchen Navigation in Allbrook Hill.

Councillor Clarke proposed that the above sites are listed as aspirations for the Council to consider adopting as Parish Council assets. Councillor Palmer seconded and all agreed.

RESOLVED: That the listed sites be considered for adoption by the Council.

84 PLANNING

No applications received to date.

Councillors noted the following decision:

Application Details: T/18/83976 Consent under Tree Preservation Orders

Decision: 26 Nov 2018 Refuse Tree Consent for Delegated Decision

Proposal: 2 no. Ash (T1 & T2) - Fell.

Location: 8 THE PADDOCK, EASTLEIGH, SO50 4SD

85 DATE OF NEXT MEETING

The date of the next meeting is scheduled to take place on Tuesday 29 January 2019, at the Scout Hut, Boyatt Lane, Eastleigh SO50 4LQ, commencing at 7pm.

86 PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960

Councillor Clarke proposed, Councillor Barrett seconded and all voted in favour of excluding the public and press from the meeting.

RESOLVED: to exclude members of the public and press from confidential matters to be discussed "that, under Section 1(2) of the Public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature (staffing matter)"

87 ALLOTMENT OFFICER'S HOURS

Councillor Clarke proposed to approve the payment of an additional 13.5 hours worked by the Allotment Officer, Councillor Betts seconded and all voted in favour.

RESOLVED: That the Allotment Officer will be paid the additional hours.

The Chairman closed the meeting by wishing Members and the Clerk a Merry Christmas and a Happy New Year.

This was all the business and the meeting closed at 8.20pm

Signed Chairman