

**MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT
PARISH COUNCIL
HELD ON TUESDAY, 26 JUNE 2018
AT THE SCOUT HUT, BOYATT LANE
(7:00pm - 8:35pm)**

PRESENT: Councillor Clarke (Chair); Councillors Betts, Banks, Barrett, Lee-Potter, Freemantle, Palmer and Whittle

10. MINUTES

RESOLVED –

That the Minutes of the meetings held on 16 May 2018 be approved and signed as a correct record.

MATTERS ARISING

Asset Transfers - The Chair advised that he had approached Cheryl Gosling the previous Clerk of Fair Oak and Horton Heath Parish Council to undertake a review of how the Council wanted to move forward. After a meeting with Eastleigh Borough Council where they would discuss what assets were to be transferred to the Borough she would help advise how the Council would resource it in terms of staffing requirements.

Parish Newsletter – Councillor Lee-Potter tabled some samples of the Newsletter she had produced in order that Councillors could agree what paper and what layout was preferred. It was agreed that the once finalised the newsletter would be printed in September and as a team Councillors would deliver it. Councillors Lee-Potter and Palmer advised of the quotes they had received for printing the newsletter. Members were asked to agree which size, layout and provider they wanted to use.

RESOLVED –

That the Newsletter be printed on 160g paper on a 4 page A5 layout by Talk Design.

Newsletter to be completed and printed	Cllr Lee-Potter	End of August 18
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11. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

12. UPDATE BY THE POLICE

PC Aaron Wicks introduced himself to the Meeting, he was a local beat officer for the area and had grown up locally. He advised that there were not too many issues in the Parish and suggested that he would provide a newsletter for next meeting and asked what Members would like to see in it.

The Chair asked that perhaps dates and times of any drop-in sessions could be advertised. He advised that there was a drop-in session called cops and coffee and he would provide details of where and when it was happening.

PC Wicks advised that Police were aware of a car dumped in Pitmore Road in a layby and were dealing with it. There had been some recurring anti-social behaviour on Allbrook meadow. He advised that more patrols would take place in the area to monitor the issue as there had been kids seen on mopeds on the site between 21:30 – 22:00.

The Site Representative for Broomhill advised that there had been some small thefts at the allotment site. He had called the 101 Police number and been advised to install CCTV cameras or security patrols. He explained that the site was approximately 3.5 acres difficult to police. It was suspected that it could be internal due to the site being locked and having 6 foot perimeter fence and no sign of break in and due to the pattern of thefts and things taken. PC Wicks advised that the Police were unable to help in this circumstance as there was an extremely slim chance of catching them in the act. Members agreed that a notice could be put in the newsletter and emails sent to allotment holders to raise awareness for other Allotment Holders. PC Wicks suggested a sign be put up about the theft and an Incident number for people to advise the Police if they saw anything. A resident suggested that there was a Neighbourhood watch scheme on Boyatt Wood, Torre Close which may be able to help with security.

The Chair advised that there had been some allegations of anti-social behaviour at Chartwell Green he had advised residents to call 101. Although some residents weren't aware of any problems.

Councillor Clarke thanked PC Wicks for attending and updating the Meeting on local matters.

13. ALLOTMENT UPDATE

There was no Allotment Update on this occasion.

14. REPORT FROM THE COUNTY & BOROUGH COUNCILS

Councillor Clarke informed Members that in future his Borough Colleagues would attend Parish meetings but unfortunately due to Borough Council business they were unable to attend tonight.

He advised that the County Council were currently asking for residents' and stakeholders' views in an eight-week consultation on options for applying budget reductions to subsidies for public transport and street lighting.

The consultation opened on midday on Monday 11 June 2018 and would close at midnight on Sunday 5 August 2018.

The County Council was seeking to make savings through changes to financial support for public transport services. Feedback from passengers would be looked at, alongside data on passenger journeys and the cost of providing individual journeys or services.

Although they had recently reduced the number of street lights the County were now considering reducing the visibility. He urged residents to view and comment on the consultation.

He also advised that the County were seeking views on proposed changes to the housing related support services provided for people who are homeless or at risk of homelessness. This could see the County Council moving away from providing support for those with less critical needs, and focusing support on the most vulnerable. He added that there was a Community lunch being held at 1pm on 19 July 2018.

On Borough Council matters he advised that 77 Allbrook Hill had fulfilled pre commencement conditions so development would be able to be started. The double yellow lines in Pitmore Road were being discussed with Borough Engineers as they were shorter than had be planned and it was hoped they could be extended.

Parish Councillors were holding a meeting with Officers of the Borough Council on 18 July to discuss devolving assets to the Parish Council.

The Chair had attended the EDALC meeting on behalf of the Parish and advised that Hampshire Police were no longer recruiting PCSO's. The Parish Council had been part funding a PCSO in the area so he wondered if Parish residents were getting value for money. The Parish Council were contributing for a certain number of hours and he questioned whether legally the Council were doing the right thing by paying into the Police when there was no community benefit. He advised that any new agreement with Hampshire Police would come with no performance requirements, and that the Council needed to take a tough line.

15. COUNCIL IT REQUIREMENTS

The Chair advised that the Council would be installing a new IT system, databases, email addresses and website which will enable better

communication between Members. It also meant that the Council would be compliant with the recent changes to legislation regarding General Data Protection Regulations. It was hoped that the website would become a more useful tool for residents and make communication a lot more efficient. He advised that the set up cost would be approximately £750 and would cost £82.30 per month for the email system.

RESOLVED –

That Absolute technology be appointed as IT consultants to develop a new website, provide email addresses and cloud storage for the Council.

Absolute Technology to be instructed to install Council's new IT system	Cllr Clarke	ASAP
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16. REVIEW OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL'S POLICIES AND REGULATIONS

The Chairman confirmed that the Council's Standing Orders had been updated with some minor amendments and all Councillors received a copy. Councillor Palmer suggested that an action box be added to the minutes template to give clear identification to who was responsible for each action and when it should be completed.

RESOLVED –

- (1) **That Standing Orders be adopted as amended; and**
- (2) **That an action box be added to the Minutes to provide clarity for specific actions.**

Minute template to be amended with the addition of action box	Clerk	Next set of Minutes
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17. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

- a) Members were asked to approve the Annual Governance Statement as supplied by the Parish Clerk and signed off by the internal auditors, in accordance with legislation and in preparation for the external audit on 09 July 2018.

RESOLVED –

That the Annual Governance Statement be signed by the Chair as a correct record of accounts for the year 2017/18.

- b) Members were asked to approve the Annual Accounting Statements as supplied by the Parish Clerk and signed off by the internal auditors, in accordance with legislation and in preparation for the external audit on 09 July 2018.

RESOLVED –

That the Annual Accounting Statements be signed by the Chair as a correct record of accounts for the year 2017/18.

All Audit papers to be collated, checked signed and submitted to external Auditors	Cllr Clarke/Clerk	9 JUL 18
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18. DATE OF NEXT MEETING

It was confirmed that the next meeting would be held on 24 July 2018 at 7 pm in The Scout Hut, Boyatt Lane. Future Meetings would be held on the fourth Tuesday of the month except for August and December.

Scout Hut to be booked for the next meeting	Cllr Clarke/Clerk	ASAP
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19. EXEMPT BUSINESS

RESOLVED –

- (1) **That, in pursuance of Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act; and**
- (2) **That, in pursuance of the public interest test, the public interest in disclosing the information contained in the following item of business was outweighed by the public interest in maintaining the exemption.**

20. STAFFING MATTERS

Members were advised of the current staffing issues and several approaches were discussed with regard to the current vacancy.

Adverts for vacant post to be added to website put in the Daily Echo and on local Noticeboards.	Cllr Lee-Potter/ Clerk	ASAP
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