

You are requested to attend the
ANNUAL MEETING
of FROYLE PARISH COUNCIL
to be held in
FROYLE VILLAGE HALL
on MONDAY 8th May 2017 at 8 pm

P.C. Stephenson, Clerk

AGENDA

ITEM 1 ELECTION OF A CHAIRMAN

ITEM 2 APOLOGIES FOR ABSENCE

ITEM 3 ELECTION OF A VICE-CHAIRMAN

ITEM 4 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting of the Parish Council held on 13th March 2017, enclosed.

ITEM 5 MATTERS ARISING FROM PREVIOUS MEETINGS

FPC 16.1.17

4.8.1 Appointment of Internal Auditor, Agreed to defer until after the end of the financial year, and then to thank Mr. Elliott.

FPC 13.3.17

ITEM 3 MATTERS ARISING FROM PREVIOUS MEETINGS, 523 etc UF dual purpose bin correspondence already circulated.

ITEM 4 FINANCE

4.4 Other Financial Matters

567 3.4.17 FSA: where a UK authorised bank or building society goes out of business, we provide a protection limit of £85,000 per customer. Rules on which types of claims we can pay compensation for, and describe how much compensation to pay, at www.prarulesbook.co.uk. Deposits made by a parish council are excluded unless it is small - annual budget of up to €500,000. www.prarulebook.co.uk/rulebook/Content/Chapter/303788/23-02-2017.

ITEM 7 OTHER MATTERS

7.1 Playground/Hut 521 etc residents' responses re hut/playground project already circulated.

7.2 Froyle Park, already circulated

537 et seq Cornerstone Barristers J. Findlay re Froyle Park.

551 27.3.17 Mrs. Youll. Drone from FP/552 27.3.17 Mrs. Youll Copy complaint to FP re drone/553 27.3.17 Mrs. Youll FP "response" to drone complaint.

555 27.3.17 Dr. Roberts re FP: written to EHDC in a personal capacity re fireworks, traffic, loud music.

586 7.4.17 EHDC N. Leach, solicitor, FP: response to FPC of 8 February 2017 & 23rd March 2017

597 12.4.17 EHDC L. Galloway: Froyle Park FOI documents.

607 27.4.17 EHDC N. Leach, solicitor: Response to FPC's Letter Before Action

610 28.4.17 Cornerstone Barristers J. Findlay response to EHDC response to LBA re FP

611 1.5.17 Dist.Cllr.Watts Query re inviting heritage officer to meet pc

7.3 Trees 529 16.3.17 EHDC S. Garside: trees are not subject to a Tree Preservation Order or within a Conservation Area. If they are a threat to the highway you should report the matter to Hampshire County Council Highways 538 20.3.17 Hampshire Highways: Coldrey: trees are private, do not belong to HCC but to the adjacent land owners.

Annual Parish Meeting 26.4.17

606 26.4.17 Dist.Cllr.Watts Damaged wall: to be repaired/ Walled garden: Peter Fellows meet FPC?

608 28.4.17 Dist.Cllr.Watts 1 David Fitzgerald's presence at FP: is inducting new person at site. 2 Signage, an email to Ian Dean with options. Andrew will meet to discuss.

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

ITEM 6 ELECTION OF OFFICERS TO FILL THE FOLLOWING POSTS:

EHAPTC/HALC any councillor as appropriate

CPRE any councillor as appropriate

Flag flying/flagpole Mr. Fay

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

Independent Auditor Mr. Elliott until completion f/yr 2016-17, then vacant

Publicity any councillor as appropriate

Village Magazine report Mr. Macnabb

Archivist Mr. & Mrs. Booth

Victim Support Mrs. Wallis

Child and Vulnerable Adult Protection Dr. Roberts

Any others if necessary

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

Date (Tuesdays) Froyle Parish Council Representative

27th June 2017 6.30 pm Mr. Deans

31st October 2017 6.30 pm Dr. Roberts

6th February 2018 6.30 pm Mrs. Southern

ITEM 8 PARISH COUNCIL MEETINGS FOR 2014/15 suggested dates:

Type of meeting Date Remarks

Ordinary PC 11th July 2017 (Tuesday)

Ordinary PC 19th September 2017 (Tuesday)

Ordinary PC 14th November 2017 (Tuesday) Initial Budget Meeting

Ordinary PC 23rd January 2018 (Tuesday) Budget/Precept Approval Mtg

Ordinary PC 13th March 2018 (Tuesday)

Annual Parish Meeting 18th April 2018 (Wednesday)

AGM PC 8th May 2018 (Tuesday) Election of Chairman etc

ITEM 9 FINANCE

9.1 Approval of Payments

To note and approve the following payments made since the meeting of 13.3.17: £

Date	Payee	Purpose	Cheque	Resolution	Gross amount
13.3.17	David C. Andrews	Patio etc	1326	1034.29	
31.3.17	Ricoh UK Ltd.	Photocopier	1327	14 16-17	11.59
31.3.17	Treloar Trust (IKC)	Mag printing	1328	14 16-17	195.00
31.3.17	P. Cullen	Salary and expenses	1329	54 16-17	2876.67
31.3.17	HM Revenue & Customs	Tax deducted from salary	1330		862.20
5.4.17	Hants Ass Local Cls Ltd.	Annual subscription	1331	14 16-17	251.00
7.4.17	MJ Wells Garden Servs Ltd	Tree trim, hedging	1332		453.00
13.4.17	HMRC	VAT payment CHAPS			222.50
26.4.17	CPRE	Annual subscription	1333	14 16-17	36.00
26.4.17	CM Dennis	Hut cleaning	1334		30.00
26.4.17	Br Telecommunications PLC	Telephone	1335	14 16-17	100.65
26.4.17	James Findlay QC	QC advice	1336		900.00
26.4.17	Treloar Trust (IKC)	Mag printing	1337	14 16-17	170.00
30.4.17	OCS Group UK Ltd.	Mowing	1338	14 16-17	249.60

9.2 draft accounts for the year ending 31st March 2017

A copy of the draft accounts for the year ending 31st March 2017 (payments, receipts, bank reconciliation, bank statements, notes to receipts and payments accounts with assets, balance sheet) and Internal Auditor's report (see Annual Return) are enclosed for information and approval.

9.3 Audit of Accounts year ended 31st March 2017

9.3.1 To RESOLVE completion of the Statement of Assurance by answering Yes to each of the following statements: Yes' means that the council:

1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. prepared its accounting statements in accordance with the Accounts and Audit Regulations.

2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.

3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances. has only done what it has the legal power to do and has complied with proper practices in doing so.

4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.

5 We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. considered the financial and other risks it faces and has dealt with them properly.

6 We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems. arranged for a competent person, independent of the financial controls and

procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.

7 We took appropriate action on all matters raised in reports from internal and external audit. responded to matters brought to its attention by internal and external audit.

8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements. disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

9.3.2 Annual Return of Accounts To RESOLVE to approve the Annual Return of Accounts to the Audit Commission (draft and internal auditor's report enclosed).

9.4 Budget 2016-17 Actual figures at 31.3.17 compared with budget. Enclosed.

9.5 Financial Risk Assessment Updated in May 2017. Enclosed. To RESOLVE to accept the assessment for the year 2017-18.

9.6 Receipts and Payment Accounts 2017-18 Copy of receipts and payment accounts 2017-18 at 2nd May enclosed for information and approval.

9.7 Payment of Invoices for Regular Services

Certain invoices are received for services, stationery etc, which on many occasions need to be paid before the next meeting of the Parish Council. To avoid delaying payment unnecessarily, I would like approval to pay the invoices, as they are received, 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

South East Water, sewerage charge for Sports Pavilion

Council tax for Sports Pavilion

Playground: RoSPA inspection

Grass cutting Churchyard, Village Hall, War Memorial etc

OCS Group UK t/a Cannon grass cutting Recreation Ground (Resolution 176/02)

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.

9.8 Applications for Grants None

9.9 Other financial matters

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

DATE PAYEE PURPOSE CHQ RESL S137 grants

£3680.32 limit

13.5.16 Sue Sharman Better Balance grant 1276 24 16-17 100.00

20.9.16 Victim Support Grant 1298 37 16-17 50.00

14.11.16 Mrs. A. Booth Archive grant 1309 44 16-17 600.00

16.1.17 Wey Valley Radio Alton Grant 1320 53 16-17 100.00

850.00

9.9.2 S137

S137 Expenditure: Limit for 2017/18, Published 27th February 2017: The Department for Communities and Local Government (DCLG) has confirmed that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2017/18 is £7.57 per elector. 532 electors at 1.12.16, with revisions since +8 - 3 =37. £7.57 x 537 =4065.09

ITEM 10 PLANNING

10.1 Planning Applications

510 9.3.17 39958/013 CAT Colt House, Ryebidge Lane, Upper Froyle, Lime tree in rear garden - Remove the small branches on the trunk and top. Consultation expired 30.3.17. FPC responded with no comment.

572 4.4.17 24792/009 CAT Sunnyside, Park Lane, Lower Froyle, Conifers x 9 - reduce by 3.6-4.5m leaving height of 2.5-3m, Willow - reduce crown by 2-3m back to past reduction points leaving height of 10-12m. Consultation expired 25.4.17. FPC responded with no comment.

583 6.4.17 53696/011 HSE Misselbrook Farm, Upper Froyle, Retention of logstore and garden shed. Consultation expired 4.5.17. FPC responded.

596 12.4.17 37223/003 CAT Colt House, Upper Froyle, Proposal: Remove 2 Leylandil type trees. Consultation expired 3.5.17. FPC responded with no comment.

10.2 Results of Planning Applications

533 17.3.17 20107/094 Froyle House, Ryebidge Lane, UF, Conversion of 3 apartments into 5 smaller apartments and extend car park (amended description, as amended by plans received 03.02.2017) PERMISSION

534 17.3.17 20107/095 Froyle House, Ryebidge Lane, Upper Froyle, Listed Building Consent for the conversion of 3 apartments into 5 smaller apartments and extend car park (amended description, as amended by plans received 03.02.2017) CONSENT

547 24.3.17 57088 3 Jephson House, Ryebidge Lane, Upper Froyle Listed building consent - installation of a gas stove flue CONSENT

564 31.3.17 57022/002 The Friars, Upper Froyle, Fell two Sycamore trees on the verge outside the rear boundary of The Friars NO OBJECTION

598 13.4.17 39958/013 Colt House, Upper Froyle, Lime tree in rear garden - Repollard to previous pollard points. NO OBJECTION

599 13.4.17 27454/031 Aldersey House, Lower Froyle, Listed building consent - Replacement of existing sliding doors and replacement Oak framing, new glass balustrading and alterations to the rear elevation and internal removal of internal partition wall. CONSENT

ITEM 11 REPORTS BY OFFICERS AND COUNCILLORS

ITEM 12 OTHER MATTERS

12.1 Froyle Park

12.2 Dual use bin, Upper Froyle

12.3 Tree planting on Jubilee Green 574 5.4.17 Mr. Deans Tree planting on Jubilee Green

ITEM 13 CORRESPONDENCE RECEIVED

A list of the correspondence received since the agenda for the meeting of 13th March 2017 had been prepared is enclosed. Some matters do not require any action, and some items have already been circulated to councillors. Other matters, some of which the papers will be at the meeting, are:

520 13.3.17 EHAPTC Simon Jenkins - notes from EHAP&TC Meeting, plus Housing White Paper Briefing

522 14.3.17 EHDC Local Plan Part 3 explained

570 4.4.17 Came & Co. confirm that while the Contractor's insurance will cover any loss or damage to third parties or their property arising from their activities the cover provided under the Hiscox Policy arranged on the Parish Council will remain in force.

ITEM 14 MATTERS RAISED BY COUNCILLORS AND OFFICERS

ITEM 15 MATTERS RAISED BY RESIDENTS

ITEM 16 MATTERS FOR REPORTING IN VILLAGE MAGAZINE

ITEM 17 DATE OF NEXT MEETING