

MINUTES
of the ANNUAL GENERAL MEETING of
FROYLE PARISH COUNCIL
held in the Village Hall, Lower Froyle,
on Monday 12th May 2014 at 8.00 pm

Present:

<i>Parish Council:</i> Mr. D. Collingborn Mr. I. Deans Mr. T. Goodsell Miss J Gove Mr. S. Lloyd to item 10 Mr MJ Wells Mr. N. Whines	<i>Clerk:</i> <i>Others:</i> 9 members of the public
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ITEM 1 ELECTION OF A CHAIRMAN

It was proposed and seconded that Mr M. Wells be Chairman for 2014-15.

- 01 14-15** There being no other nominations it was **RESOLVED** that Mr. Wells would be the Chairman for the forthcoming year.

ITEM 2 APOLOGIES FOR ABSENCE Dist. Cllr. Glynis Watts

ITEM 3 ELECTION OF A VICE-CHAIRMAN

It was proposed and seconded that Mr. I. Deans be Vice-Chairman for 2014-15.

- 02 14-15** There being no other nominations it was **RESOLVED** that Mr. Deans would be the Vice-Chairman for the forthcoming year.

ITEM 4 MINUTES OF THE PREVIOUS MEETING

- 03 14-15** It was **RESOLVED** that the Minutes of the meeting of the Parish Council held on 8th April 2014 be accepted as a true record.

Item 10 was taken at this point.

ITEM 5 MATTERS ARISING FROM PREVIOUS MEETINGS (pftac)

14th January 2014

ITEM 3 MATTERS ARISING FROM PREVIOUS MEETINGS

Bus service: 537 Mrs. Black: HCC Review of Local Bus and Community Transport Services. Noted. It was reported that the Transport Group, a committee of the parish council, had responded to this. The TG reported that the present buses had no lowering ramp but steps, so fewer people could use the service, thus the service may be withdrawn for lack of use.

8th April 2014

ITEM 3 MATTERS ARISING FROM PREVIOUS MEETINGS pftc

521 Grayshott PC: **Lengthsman** scheme: meeting: needed to be changes in agreements, to go back to Council on May 12th. Noted.

38-41 **Westburn Fields:**

509 Ms Watts: Response re 55379 38-41 Westburn Fields: revisions acceptable to Highways. Noted

540 EHDC: S106 Proposed Local Connection Westburn Fields. Noted.

ITEM 6 OTHER MATTERS

519 EHDC to object to increasing airspace at TAG Farnborough. Noted.

ITEM 10 MATTERS RAISED BY RESIDENTS

508 Mrs. Potter Village shop update

518 Mr. Potter Village Shop: meeting NJG 29 April, will attend with others, will seek clarification from NJG on whether a way forward, will report to PC May 12.

523 Mr. Robertson Village Shop: Mr. & Mrs. Robertson unable to continue.

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

ITEM 6 ELECTION OF OFFICERS TO FILL THE FOLLOWING POSTS:

04 14-15 It was **RESOLVED** that the following duties be undertaken by those indicated:

Archivist	Mr. & Mrs. Booth
Association of Parish Councils	Mr. Collingborn
Churchyard Maintenance	Mr. Wells
CPRE	Miss Gove
Footpaths	Miss Gove
Independent Auditor	Mr. Elliott
Lengthsman	Mr. Deans
Maintenance Volunteer (inc playground)	Mr. Collingborn/Mr. Wells
Open Spaces	Mr. Cray
Planning	Messrs. Collingborn, Deans, Whines, as Planning Committee
Publicity	Mr. Lloyd
Recycling Area	Froyle Village Hall Management Committee
Roads & transportation	Mr. Cray
Tree Warden	Planning Committee
Victim Support	Mr. Collingborn
Village Hall	Mr. Whines
Flag/flagpole	Mr. Collingborn

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

05 14-15 It was **RESOLVED** that members would attend the meetings below:

Date (Tuesdays, 6.30 pm)	Froyle Parish Council Representative
July 22nd 2014	Mr. I. Deans
October 28 th 2014	Mr. T. Goodsell
January 27 th 2015	Miss J Gove
April 28 th 2015	Mr. S. Lloyd

ITEM 8 PARISH COUNCIL MEETINGS FOR 2014/15

8.1 Ordinary Meetings

06 14-15 It was **RESOLVED** that Parish Council meetings would be:

Type of meeting	Date	Remarks
Ordinary PC	7th July 2014 (Monday)	
Ordinary PC	15th September 2014 (Monday)	
Ordinary PC	17 th November 2014 (Monday)	Initial Budget Meeting
Ordinary PC	12th January 2015 (Monday)	Budget/Precept Approval Mtg
Ordinary PC	2nd March 2015 (Monday)	
Annual Parish Meeting	22nd April 2015 (Wednesday)	
AGM PC	11th May 2015 (Monday)	Election of Chairman etc

8.2 Extraordinary Meetings To be arranged when required.

ITEM 9 FINANCE

9.1 Approval of Payments

07 14-15 It was **RESOLVED** to note and approve the following payments made since the agenda for the meeting of 10.3.14 had been prepared

£

7.3.14	Southern Electric	Football hut	1127	13 13- 14	61.69
10.3.14	Mr. MJ Wells	Football hut keys	1128		7.00
17.3.14	NALC	LCR subscription	1129	13 13- 14	17.00
21.3.14	Ricoh UK Ltd	Photocopying	1130	13 13- 14	10.63
25.3.14	Treloar Enterprises Ltd (IKC)	Mag	1131	13 13- 14	110.00
27.3.14	Treloar Enterprises Ltd (IKC)	Mag	1132	13 13- 14	110.00
27.3.14	P. Cullen	Salary & expenses	1133	35 13- 14	1094.30
4.4.14	Hampshire Ass Local Cls	Affiliation fee	1134	13 13- 14	215.00
4.4.14	Landscape Group	Dog bin	1135	13 13- 14	171.60
4.4.14	Froyle Village Hall	Hall hire	1136	13 13- 14	120.00
8.4.14	David C. Andrews	Football hut	1137		190.33
23.4.14	Jenny Gove	Flowers for Ms Essenson (replace canc.)	1138	13 13- 14	26.60
23.4.14	Froyle Baby & Toddler Group	Grant	1139	55 13- 14	185.00
23.4.14	Four Seasons Marquees Ltd.	VH marquee hire	1140		224.64
23.4.14	Hants Playing Fields Ass	Subscription	1141	13 13- 14	40.00
17.4.14	TSB	Charge for cheque cancellation			10.00
2.5.14	Treloar Trust	Magazine printing	1142	13 13- 14	120.00
2.5.14	BT Payments Services Ltd	Telephone	1143	13 13- 14	87.90

9.2 draft accounts for the year ending 31st March 2014

08 14-15 It was **RESOLVED** to approve the payments, receipts, receipts and payments accounts summary, bank reconciliation, bank statements, notes to receipts and payments accounts with assets, balance sheet, for year ending 31st March 2013, and Internal Auditor's report (in Annual Return) which had been enclosed with the agenda.

9.3 Audit of Accounts year ended 31st March 2014

09 14-15 It was **RESOLVED** to complete the Statement of Assurance by answering Yes to each of the following statements:

‘Yes’ means that the council:

1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	prepared its accounting statements in the way prescribed by law.
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 the council 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 has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council 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 the council.
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 the council 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

535 Mr. Elliott: Internal audit: no material issues to report. Noted.

10 14-15 It was **RESOLVED** to approve the Annual Return of Accounts to the Audit Commission, a copy of which had been enclosed with the agenda.

9.4 Budget 2013-14

Actual figures at 31.3.14 compared with budget had been enclosed with the agenda. Noted.

9.5 Financial Risk Assessment

11 14-15 It was **RESOLVED** to accept the updated Financial Risk Assessment as at May 2014 which had been enclosed with the agenda.

9.6 Receipts and Payment Accounts 2014-15

12 14-15 It was **RESOLVED** to approve the receipts and payment accounts 2014-15 as at 5th May, a copy of which had been enclosed with the agenda.

9.7 Payment of Invoices for Regular Services

13 14-15 It was **RESOLVED** that invoices for expenditure listed below (for services, stationery etc, which on many occasions need to be paid before the next meeting of the Parish Council) be paid as they are received, to avoid delaying payment unnecessarily.

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
English Landscapes
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

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

Froyle Village Hall 30 year celebration

502 Froyle Village Hall Committee

544 Mr. Findlay: Application for grant: hall 30th anniversary budget. Details had been enclosed with the agenda.

It was explained that due to the number of attenders expected HSE had advised that a larger marquee was needed than had been planned and thus the cost of hire would increase. A DJ would be hired and barbecue arranged, free for attenders with donations requested.

14 14-15 It was **RESOLVED** that there would be no grant as the parish council would be co-sponsors of the event up to expenditure of £2000, and the pc paying the larger bills.

9.9 Other financial matters

9.8.1 Insurance premium 17.9.13 paid to Came & Co. £1544.63. Noted.

9.9.2 S137 Expenditure

<http://www.hampshire-alc.gov.uk/Search/Default.aspx?q=Section+137&btnSearch=Search>

SECTION 137 EXPENDITURE: LIMIT FOR 2014/2015

The Department for Communities and Local Government has confirmed that the appropriate sum for parish councils for the purposes of section 137(4)(a) of the Local Government Act 1972 ("1972 Act") for 2014-2015 is £7.20.

This is the amount that results from increasing the amount for 2013-2014 (£6.98) by the percentage increase in the Retail Prices Index between September 2012 and September 2013 (of 3.2%), in accordance with Schedule 12B to the 1972 Act.

Feb. 2014 electoral roll with amendments (0) was 474. £7.20 x 474 = **£3412.80**. Noted.

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

DATE	PAYEE	PURPOSE	CHQ	RESL	£137 grants
					FPC 11.11.13 £3231.74 limit
4.4.13	Bentley School	Grant 2013-14	1070	75 12-13	400.00
17.9.13	Victim Support	Grant 2013-14	1098	28 13-14	50.00
12.11.13	Binsted Bentley Froyle Care	Grant	1108	33 13-14	100.00
18.12.13	Froyle Fete & St. Jones Containers	Grant and container	1117	34 13-14	500.00
14.1.14	Mrs. A. Booth	Froyle Archive	1119	43 13-14	400.00
14.1.14	Home-Start Weywater	Grant	1121	42 13-14	200.00
					1650.00

ITEM 10 PLANNING

10.1 Planning Applications (previously forwarded to councillors)

501 **27648/015 Elmcroft**, Lower Froyle, T1 Lawson cypress - remove T2 apple - crown reduce to 2.5 metres high to remove all water shoots and reduce any overextended laterals back to shape crown. Finished crown spread of 2-3 metres T3 apple - crown lift to 3.5-4 metres and cut back from car port to provide 2.5 metres clearance. Crown thin by 20% TG1 amelanchier, Judas tree and apple tree - crown lift all trees to 3.5 metres and tip back to give 2 metres clearance from telephone wire. Prune Judas to shape to reduce pressure on stem weakness. Finished height of 4-5 metres and spread of 2-3 metres. T4 swamp cypress - crown lift to 1.8 metres t5 apple - general prune to lift lower branches over patio to provide 2 metre clearance and rebalance crown by reducing branch towards house by 1-1.5 metres giving finished branch length of 2 metres. Consultation expired on 25.4.14. FPC responded: no objection.

511 **22916/008 Mast Site on the west of Brockham Hill Lane**, Froyle, VARIATION OF CONDITION 2 OF 22916/007 TO ALTER THE TIME FRAME FROM 6 MONTHS TO 24 MONTHS. Consultation expired 8.5.14. FPC responded: no objection.

514 **20107/068 20107/069 Treloar College**, Upper Froyle, CONVERSION AND EXTENSION OF JEPHSON HOUSE TO FORM FIVE DWELLINGS (REVISED SCHEME TO PLANNING PERMISSION 20107/061 & LISTED BUILDING CONSENT 20107/062). Consultation expired 8.5.14. FPC responded: objection.

524 HCC Variation Condition 5 planning permission F26326/9/CAN to enable movement oil from **Weston Common** by road tanker. FPC responded: no objection.

Mr. Lloyd and Mr. Whines declared interests in the following item and took no part in the discussion.

531 **54255/003 Blue Cottage**, Lower Froyle, CHANGE OF DESIGN OF GLASSHOUSE AS APPROVED UNDER 54255/002 TO PROVIDE A GLASSHOUSE WITH ADJOINING POTTING SHED.

15 14-15 It was **RESOLVED** to make no comment on this application.

538 **Lime Quarry**, Well Lane, Lower Froyle, 22196/010 Demolition of buildings and associated plant and hardstanding, and retention of two buildings (for storage and management of equipment for ecology sanctuary), construction of two houses, track and associated soft and hard landscaping and restoration, creation and management of ecological sanctuary.

Mr. Lloyd reported on the conservation plan for the **SINC** (Site of Interest for Nature Conservation). He had had a conversation with Trevor Codlin of Hampshire Wildlife Trust who had the same concern as regards planting of trees in the chalk grassland area. He explained that the existence of the chalk grassland was the reason for the area's designation as a SINC. The Froyle Nature Conservation Group is to act as liaison with the owners for access, and they consider that 5 days' access per year is inadequate for maintenance and monitoring of the wildlife. The Alton Naturalists would like to monitor the site. The length of time suggested for the grazing of the grassland was felt to be excessive.

Mr. Deans reported that he had asked Julia Mansi, the EHDC Case Officer, how the SINC and access to it could be enshrined in perpetuity, and it had been suggested that an S106 agreement via a committee of the parish council could be arranged. Miss Mansi had also said that the planning department would take account of local fears that the **small dwelling** could be sold separately from the main dwelling. It was noted that the design and access statement says that it is to be let.

A query was raised about **access by foot/vehicle** for days when the SINC was open to residents. A path within the site had been suggested, but was not mentioned in application documents. This is to be discussed with other access issues. Parking at the top of the site was suggested to allow the bringing of equipment onto the site, but lack of land and unsuitability as regards entry onto Well Lane was felt to preclude this.

Residents' comments:

- that the cost of development of the site was overestimated, which reduced the value of the development and reduces developer contribution;
- it was planned to import non-local topsoil, which could bring in non-local seeds; suggested that bund created from quarry spoil could be used instead, though it was pointed out that much of this would be clay;
- the original quarry restoration plan was for the whole quarry area, but in the present plan some of the SINC area would be lost to development, and on some of the application documents some parts of the SINC had been omitted, grassland should be 68% of the area of the quarry but as planned it would be 52%;
- it was feared that the amount of grazing proposed might destroy food for rare butterflies; a survey of invertebrates by an entomologist was suggested;
- could the northern area of the quarry be treated separately from the rest?
- an initial baseline wildlife survey would be useful for later comparison with the management plan to see whether it was working.

Mr. Deans to request an extension of the consultation period and organise a further parish council meeting, suggest a meeting between the owners of the quarry and the Froyle Nature Conservation Group, before the end of the consultation period in order to address some of the detailed issues above.

10.2 Results of Planning Applications None

10.3 Other Planning

528 East Hampshire District Local Plan: Joint Core Strategy - Publication of the Inspector's Final Report. Noted.

ITEM 11 MATTERS ARISING FROM ANNUAL PARISH MEETING

A copy of the draft minutes of the annual parish meeting held on 23rd April 2014 had been circulated to councillors.

ITEM 12 REPORTS BY OFFICERS AND COUNCILLORS

Query on expenditure on sports hut: to prevent deterioration.

ITEM 13 OTHER MATTERS

13.1 Car park soakaway, deferred from 8.4.14

Mr. Whines recommended that it should be flushed out. Fillet cannot be increased because it would be a trip hazard. **Mr. Whines** to arrange clearing of soakaway.

13.2 Cyclists: referred from APM

Mr. Deans said that this matter had been referred to the Transport Group, who are investigating whether it is possible to reduce traffic speed. **Mr. Whines** to ask Mrs. Mills to remind cycling clubs who book the village hall not to park on the verge.

13.3 534 Local Works: Sustainable Communities Act proposal: percentage of **Business Rates** to be paid direct to Parish and Town Councils for the benefit of local economic growth. Details had been enclosed with the agenda. Noted.

13.4 541 Mrs. Clark: Holmwood demolition of garage and replacement **bats survey**/mitigation absent. Details had been enclosed with the agenda. Noted.

13.5 542 Mrs. Youll/Mr. Saunders: Lorries at Treloar site. Details had been enclosed with the agenda.

Mr. Deans was in contact with Dist.Cllr. Watts regarding having the green gas box by the wall of the Treloar site moved.

13.6 Plaque to commemorate contribution **Newton Davis Hall**.

13.7 Bus service Details had been enclosed with the agenda.

ITEM 14 CORRESPONDENCE RECEIVED

A list of the correspondence received since the agenda for the meeting of 8th April 2014 had been prepared had been enclosed with the agenda. Some matters did not require any action, some items had already been circulated to councillors, and other items were dealt with earlier in the meeting. Other matters, some of which the papers were at the meeting, were noted as below:

500 HCC Small Grants Scheme COUNTRYSIDE ACCESS

503 HCC Hampshire Minerals & Waste Plan: Oil and Gas Development in Hampshire Event - *Expression of Interest* to attend 25.4.14

506 8 HALC Deregulation Bill/Local Audit and Accountability Act 2014: pc turnover less than £25000.

516 Community Transport Bulletin: bus services, minibus operation and permits

510 HALC: NALC: revised Draft Model Financial Regulations and a Financial Briefing

ITEM 15 MATTERS RAISED BY COUNCILLORS AND OFFICERS

None

ITEM 16 MATTERS RAISED BY RESIDENTS

16.1 Helleborines at War Memorial: **Mr. Wells** to ask Mr. G. Wells to avoid cutting them.

16.2 Mr. Goodsell volunteered to clear away the **timber** from old play equipment which is on the recreation ground.

ITEM 17 MATTERS FOR REPORTING IN VILLAGE MAGAZINE

FPC submission to EHDC re Lime Quarry planning application, and establishment of group to manage the SINC.

Treloar site: withdrawal of Jephson House and addition of car ports applications.

Village Hall celebrations

ITEM 18 DATE OF NEXT MEETING

Ordinary PC 7th July 2014 (Monday)

The meeting closed at 9.45 pm.

Date.....

Chairman.....