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Minutes of **MEETING of RENHOLD PARISH COUNCIL** held on **Tuesday 17th March 2009** at 7.30pm in the Committee Room of Renhold Village Hall.

PRESENT:- Parish Councillors Mr. Stewardson (Chairman), Mrs. Dean (Vice Chairman), Mr. Slater, Mr. Gurney, Mr. Stapleton, Mrs. Stewart, Mrs. Brunsdon, the Clerk Mrs. Barnicoat & 7 members of the public.

1. APOLOGIES:- Mr. Andrews, Borough Cllrs. Ellis and Harrison, County Cllr. Wootton

2. PARISH COUNCILLOR VACANCY UPDATE: - Notices had been displayed, and no formal request received for an election. Three residents have so far expressed an interest and co-option will occur at the next meeting.

3. DECLARATIONS OF PERSON AND PREJUDICIAL INTEREST: - Cllr. Stapleton declared an interest in item 11. a) when the Renhold Sports Club grant is to be discussed.

4. MINUTES OF THE LAST MEETING:-

The minutes of the Parish Council Meeting held on 11th February which had been circulated, were approved by those present and signed by the Chairman.

5. MATTERS ARISING:-

a) Visit from the Mayor – letter received expressing Mayor's interest to meet with Parish Council's in regard to the new unitary, Clerk booked for 29th July, any other topics that feel should be covered please raise so can be forwarded in time.

b) European and Borough Council Elections 4th June – Clerk received copy of notice requesting the use of Lower School as polling station for ward.

c) Rural Bulky Waste Collection – notice received that this will take place on Saturday 6th and Sunday 7th June at The Three Horseshoes Car Park between 8.30 and 9.30am, Ravensden Road F/P entrance between 9.30 and 11.30am and Water End/Green End between 11.30 and 12.30pm on both days.

d) Parking along Church End – Clerk liaised with School; Governors agreed with outcome of meeting, parents would be consulted as part of the review of the school's travel plan. Funding is not likely to be sourced through the school and until the unitary authority comes in there is little direction to who to approach in regards to funding opportunities. To be future agenda item.

e) Police Report – no report received, though speed check carried out along Ravensden Road on 16th March and caps on number plates had taken place.

f) Street Champions – new scheme being launched.

g) Parish Council Elections 2010 – notice received that due to the forthcoming unitary the Parish Council elections have been deferred to 2011.

h) Prohibition of parking on verges and footways – Clerk to enquire why signage is not visibly displayed at present.

i) Litter Pick – to meet in Village Hall car park, posters to be displayed.

6. OPEN FORUM:-

Topic raised was school parking issue along Church End.

7. HIGHWAYS:-

a) Traffic Regulation Order update – implementation is imminent. Traffic count along Hookhams Lane has been carried out by Highways.

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b) Area wide weight limit ban for HGV's – Chairman attend Development Control Committee meeting on 5th March, where the ban was approved. Portfolio Holder had signed the Order that day and now going through similar process as TRO waiting for Legal Department at County Hall to draw up till signage is displayed and ban implemented.

8. COUNTY AND BOROUGH COUNCILLOR REPORTS:-

No Councillors present to make a report.

9. REPORTS OF MEETINGS COUNCILLORS HAVE ATTENDED:-

a) Councillor Liasion Forum – Cllrs. Stewardson and Stapleton attended final meeting of Forum, summary report given including criticism that was raised at the meeting of lack of gritting over recent bad weather spell, and caution given for hare coarser who are in fact surveying the land as a potential theft target.

10. PLANNING AND DEVELOPMENT: -

PLANNING APPLICATIONS DECIDED:-

08/03353/FUL 10 Becher Close single storey front and rear extensions, two storey extension to side – planning permission refused

09/00041/FUL 27 Asgard Drive single storey extension to rear of property, extension to front of garage and new roof over – planning permission refused

PLANNING APPLCATIONS RECEIVED:-

a) 09/00468/FUL single storey rear extension and garage extension linked to house at 27 Asgard Drive, application discussed and objection received from neighbour was circulated. Council felt that as previously no objection in principle to the application, however, agreement that any alterations must make sure brickwork remains the same as the original.

OTHER PLANNING MATTERS: - None

11. FINANCE:-

Current Account £64.79 Deposit Account £16106.57 Transaction reports circulated.

a) Review of Parish Council grants – the Finance Working Group met with each applicant and discussed the grants awarded by the Council, how the money was being used, what the expectations for the forthcoming year are, and other potential ways of sourcing funds. The Finance Working Group made the following recommendations:

1. Good Neighbours Scheme - the FEWG recommends that for the next year that the Parish Council pay a grant to Good Neighbours to cover their liability in respect to insurance, phone rental plus a contribution towards sundries. Also ask that Good Neighbours provide/consider the following:

1. That the Council is provided with a copy of their constitution.
2. That the Council receives copies of their detailed and audited accounts.
3. A schedule of help provided and mileage claimed.
4. That they do not start to take over services that should be provided by other bodies.
5. That the maximum mileage rate claimed is £0.40 per mile which is the maximum allowable without recipients' needing to declare for income tax and national insurance contributions.

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2. Renhold Sports Club: the FEWG recommends that for the next year that the Parish Council pay a grant to Renhold Sports Club as contribution towards their insurance costs. The sum of £500 will be made in one payment as the insurance premium will be required in one payment. The FEWG will also look to provide details of insurance companies who may be able to provide more competitive quotes to help reduce the overall cost. The FEWG recommends that Renhold Sports Club look to increase the rents charged by £50 per football club and £25 for the cricket club which will increase the Sports Club's overall income by £175. The FEWG were made aware that the School use the facilities and although invited to make a contribution, declined to do so. The FEWG recommends that the school be made aware that work is undertaken and resources are used to make sure that facilities are available for them and as such they should make a contribution towards running costs.

3. Renhold Village Magazine: the FEWG recommends that for the next year that the Parish Council pay a grant to Renhold Village Magazine as contribution towards increased printing costs. The FEWG recognised that the editorial team will need to have additional copies printed over the next year to cover the new developments along Norse Road. However, the numbers of properties shown on the electoral register do differ from those provided by the Editorial Team. From the numbers the FEWG have available we have identified that an additional 50 copies will be needed in the short term and a further 50 in the medium/long term. This will still allow spare copies for sending to Unitary Councillors, local Police and for copies to be left in the Post Office. To help cover the increased printing costs the FEWG recommends that for the year 2009 / 2010 that a grant be paid of £1380 payable in two instalments of £650 and £730. The FEWG recommends that Renhold Parish Magazine also consider the following:

1. Their advertising rates have not been increased for a number of years. With the increased circulation as increase should be considered.
2. The quality of the current magazine is of a very high standard; however can the current print provider offer options on different qualities of paper that will still allow for colour printing.
3. Alternative quotes should be sought to ensure that the current print provider is providing the printer material at a competitive rate.
4. Options should be looked at to have the printed material collated and stapled to reduce the future reliance on the stapler which may need attention or replacing in the future.

4. Renhold Churchyard, All Saint's Church, Renhold: the FEWG recommends that for the next year that the Parish Council pay a grant to Renhold Churchyard – All Saint's Church, Renhold as contribution towards the upkeep of the Churchyard. The sum of £418 is recommended.

Cllr. Stapleton left the room while discussions took place in regards to the Sports Club application. Cllr. Gurney proposed that the Council adopt the FEWG recommendations for awarding the Sports Club a grant of £500 for the forthcoming financial year, seconded by Cllr. Slater, all agreed unanimously, resolution passed.

Agreed

Cllr Stapleton rejoined the room. Cllr. Dean proposed that the Council adopt the FEWG recommendations for awarding the Good Neighbors Scheme a grant of £314 for the forthcoming financial year, seconded by Cllr. Stewart, all agreed unanimously, resolution passed.

Agreed

Cllr. Gurney proposed that the Council adopt the FEWG recommendations for awarding the Parish Magazine a grant of £1380 to be made paid payable in two installments for the forthcoming financial year, seconded by Cllr. Brunsdon, (Cllr. Stapleton abstained from vote) all agreed unanimously, resolution passed.

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Agreed

Cllr. Slater proposed that the Council adopt the FEWG recommendations for awarding the Parish Church a grant of £418 towards the maintenance of the Churchyard, to be made payable for the forthcoming financial year, seconded by Cllr. Stapleton, all agreed unanimously, resolution passed.

Agreed

Clerk to contact applicants with the decisions above, and also state that one off applicants can be made and will be considered by the Council.

b) Internal Audit terms of reference – Finance Working Group had met with Clerk and put together a draft Audit Plan Terms of Reference, Review of Internal Audit Procedures, Audit Plan, and Finance Risk Assessment Policy for 2008/09. A copy of how proposed Internal Auditor Gill Wiggs carries out the audit in line with the Audit Commissions requirements was also circulated. These were all reviewed and amendments made, proposed by Cllr. Stewart and seconded by Cllr. Dean that the terms of reference be adopted and annually reviewed, all agreed unanimously, resolution passed.

Agreed

c) Update regarding Litter Bins – Ravensden Road bin has been installed, awaiting invoice. Cllr. Gurney reported on the bins within the parish and overview was that all are generally in good repair, and that Cranborne Gardens could benefit from the installation of a bin adjacent to the notice board. Proposed by Cllr. Gurney and seconded by Cllr. Stapleton that bin be purchased and installed in Cranborne Gardens, all unanimously agreed, resolution passed.

Agreed

d) Renhold Sports Club grant – second half of grant now due, resolution previously agreed and passed that Renhold Sports Club be awarded second half of grant totaling £447, cheque to be paid.

Agreed

e) Bus Shelter maintenance invoices – invoices received for maintenance of bus shelter by Colin Norman and Peter Tarbox of £100 each, proposed by Cllr. Stewardson and seconded by Cllr. Gurney that invoices of £100.00 both be paid, all agreed unanimously, resolution passed.

Agreed

f) BATPC membership renewal – invoice received for membership fee renewal totaling £343.00, proposed by Cllr. Slater and seconded by Cllr. Dean that fees be paid, all agreed unanimously, resolution passed.

Agreed

g) Printing expenses for HGV ban letter – Clerk produced invoices totaling £115.25 for printing HGV information letter, and letter of support for every household in village, proposed by Cllr. Stapleton and seconded by Cllr. Brunsdon that Clerk be reimbursed £115.25. All agreed unanimously, resolution passed.

Agreed

h) Bank mandate for new signatory – due to retirement of Mr. Locke, Cllrs Dean and Andrews are now the only signatories on the account. Mandate filled in removing Mr. Locke, and adding Cllr. Gurney.

g) Clerk's wages - Clerk circulated time sheet, proposed by Cllr. Dean and seconded by Cllr. Stewart that Clerk's wages of £463.93 be paid All agreed, resolution made. Employment Briefing received and circulated that additional adjustment of 0.30% agreed and therefore payable, equates to 2.8 pence per hour, £6.01 in total, proposed by Cllr. Slater and seconded by Cllr. Gurney that adjustment be awarded, all agreed, resolution passed.

Agreed

Clerk to obtain bank mandate to set up standing order for 8 hours a week, to be included in next agenda.

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12. CHURCHYARD PROVISION UPDATE: - No update, as rodding still not occurred.

13. VILLAGE OF THE YEAR COMPETITION:- Information circulated in regards to this year's competition. Due to forthcoming deadline it was agreed that this should be pursued now with next year in mind, to therefore submit a thorough entry. Clerk to enquire who should submit final entry, Council or village residents.

14. OPEN FORUM:-

Topics raised included condition of open notice boards, and condition of BT phone box.

15. FUTURE AGENDA ITEMS:-

Village of the Year competition, notice board refurbishment, BT phone box

16. CORRESPONDANCE AND INFORMATION RECEIVED:-

BBC Letter from Mayor re visiting Parish Councils

BBC Parish Council Elections 2010 deferred to 2011 notification

BBC Mobile Libraries and Library Link Services update

BBC Street Champion launch letter

BCC Service Bulletins

Current Roadwork's List

Local Government Working Together Conference invite

BBC Bulky WASTE Collection Service 2009

BBC Rural Affairs Committee 10th March postponed and minutes of 20th January

BDO Stoy Hayward Local Council Briefing

Playing Field Association newsletter

Local Small Works Contractor letter

Rural Affordable Housing survey

Play Area training

NALC magazine

Arien Signs information

CPRE Campaign Update

Standards Board bulletin

17. DATE OF NEXT MEETING: - Tuesday 14th April 2009 at 7.30pm

Meeting closed at 9.40pm

Signed

Dated