

FARRINGDON PARISH COUNCIL

Parish Clerk: Mrs Claire Gibbs

Tel: 07765 129409

Email: clerk@farringdonpc.org

Website: www.farringdonpc.org

Minutes of the Annual Council Meeting of Farringdon Parish Council held in the Function Room, The Golden Pheasant, Gosport Road, Farringdon, GU34 3DJ, on Wednesday, 15th May 2019, commencing at 7:00pm.

Present: Councillor (Cllr) Elderton in the Chair until the new Chair was elected, Cllr Batley in the Chair following the election, Cllr Mrs Farris as the Vice-Chair following the election, Cllrs Durrant, Mossman, Williams, and Ms de Ledesma. Also in attendance were the new Cllrs Craig, Horton and Ryan, the Clerk, Mrs Claire Gibbs and three members of the public.

MINUTES

01/19 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND WELCOME

Apologies were received from Cllr Clegg. A proposal was received, seconded and voted in favour of accepting the apology received.

After Cllr Clegg's apology, Cllr Elderton welcomed those present to the meeting. As Cllr Elderton did not stand as a Parish Cllr in the recent elections, he was therefore standing down as Chair of the Parish Council. Cllr Elderton has served for eight years on the Parish Council and in that time there had been about 20 Cllrs and five Clerks. Also, during the eight years, the Village Plan 2030 was published and whilst it was published some six years ago, it still holds relevant information and plans for the village that the Parish Council may want to acquaint themselves with. Cllr Elderton thanked the Clerk and the Cllrs, particularly Cllr Durrant, for their work for the village and the Parish Council. He emphasised the need for training, particularly for the newly elected Cllrs.

Cllr Durrant, who also did not stand in the recent elections, asked to say a few words. Cllr Durrant stated that the village and the Parish Council owed Cllr Elderton a lot for all his work for the village. Cllr Elderton oversaw the increase to the Parish Precept a few years ago, which enabled the Parish Council to start to operate legally. He oversaw the sale of Massey's Folly and has run a legal and amicable Parish Council.

RESOLVED: That the apologies received be accepted and the words by the outgoing Chair, Cllr Elderton and Cllr Durrant be noted.

(Power used: Local Government Act 1972 s85)

02/19 DELIVERY OF DECLARATIONS OF ACCEPTANCE OF OFFICE - NEW COUNCILLORS

To enable all the Cllrs to vote on the election of a new Chair, all the Cllrs signed their declarations and delivered them to the Clerk who also signed each declaration. The Clerk explained that the declaration for Cllr Clegg had been signed a few days earlier in her presence.

RESOLVED: the declarations for each Cllr present were signed first by the Cllr and then by the Clerk, these along with Cllr Clegg's declaration, will be kept on file.

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03/19 ELECTION OF CHAIR

Cllr Batley stood unopposed for the role of Chair of Farringdon Parish Council and was therefore elected. Following his election to the Chair Cllr Batley signed his declaration for the Chair.

Following his election to the Chair of the Parish Council, Cllr Batley thanked the outgoing Cllrs Elderton and Durrant, for all their work for the Parish Council and the village. Cllr Batley stressed that he wanted to let everyone have their say, Cllrs should have regard to local needs and should always use their Parish Council emails for Parish Council business.

RESOLVED: Cllr Batley was elected as the Chair of Farringdon Parish Council and his words following the election were noted.

(Power used: Local Government Act 1972 s15(1) &(2))

04/19 ELECTION OF VICE CHAIR

Two Cllrs stood for election to be the Vice-Chair of the Parish Council:

Cllr Mrs Farris and Cllr Horton.

Cllr Batley seconded Cllr Mrs Farris and Cllr Ms de Ledesma seconded Cllr Horton. The Cllrs voted. The result was as follows:

Cllr Mrs Farris received four votes and Cllr Horton received two votes.

Therefore, Cllr Mrs Farris was duly elected as Vice-Chair of Farringdon Parish Council. Following the election, the new Vice-Chair signed her declaration for the Vice-Chair role.

RESOLVED: That Cllr Mrs Farris was elected as Vice-Chair of the Council for the forthcoming Council year.

(Power used: Local Government Act 1972 s15(7))

05/19 COUNCILLOR TRAINING REQUIREMENTS

The remaining HALC training dates for this year are shown at item 31/19. Cllrs de Ledesma recommended the Core Skills and the Knowledge HALC courses as being particularly useful. All Cllrs are encouraged to attend training courses, but especially the new elected Cllrs.

RESOLVED: the remaining HALC training dates were noted and Cllrs were encouraged to attend training.

06/19 TO RECEIVE AND APPROVE DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS (Councillors)

The Disclosable Pecuniary Interest forms for the Cllrs present at this meeting were handed to the Clerk who will deliver them to East Hampshire District Council's offices in Petersfield.

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RESOLVED: The Disclosable Pecuniary Interest forms for the Cllrs present at the meeting were handed to the Clerk who will deliver them, along with Cllr Clegg's form, to EHDC's office in Petersfield.

(Power used: Localism Act 2011 s 30)

07/19 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011 (Clerk)

This was not required for this meeting.

(Power used: Localism Act 2011 s 33)

08/19 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS TO ALLOW PUBLIC QUESTION TIME

One of the members of the public wanted to raise an issue, so the standing orders were suspended to enable the issue to be raised.

The member of the public had previously alerted the Clerk that the location of the nearest defibrillator was no longer displayed on the notice board located opposite the end of Church Road. The Chair thanked the member of the public for raising this again and explained that the permanent ink used had faded in the sun to the extent that it was no longer readable. He volunteered to enter the location of the nearest defibrillator onto the sign.

RESOLVED: the Chair will enter the defibrillator's location on the sign in the noticeboard opposite the end of Church Road.

09/19 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

The meeting was resumed following the conclusion of public question time.

10/19 TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 6TH MARCH 2019 AND THE PLANNING COMMITTEE MEETING ON 16TH APRIL 2019 (for accuracy)

The Chair itemised the minutes of the meeting held on 6th March 2019. A proposal was received, seconded and voted in favour that the minutes of the meeting held on 6th March 2019 be approved. However, as it was Mr Elderton who Chaired that meeting, therefore he was asked to sign those minutes.

The minutes of the Planning Committee meeting on 16th April 2019 were then itemised by the Chair. A proposal was received, seconded and voted in favour that the minutes of the meeting be approved. Cllr Batley had chaired the Planning Committee, so he signed those minutes.

RESOLVED: That the minutes of the meeting held on 6th March 2019 and the Planning Committee held on 16th April 2019 be accepted as a true records of the meetings.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

11/19 MATTERS ARISING FROM PREVIOUS MEETING (for information only)

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Cllr Horton raised the issue of the temporary fencing at Maplecombe, which had been an agenda item at 334/17 (iii). The gates had been at the end of the drive (close to the highway) to Maplecombe, a house on Shirnall Hill. The Parish Council had requested that the District Council take action against the owner of the house, in the form of a section 215 notice for the removal of the gates. However, EHDC did not feel that there were grounds to raise a section 215 notice therefore there was no further action that the Parish Council can take regarding the gates.

Cllr Williams had carried out some repairs to the braking tyre on the Shirnall Meadow zipwire (agenda item 162/18). The split in the tyre had hopefully been arrested from further splitting, by the nut and screw that he had inserted into the split. The split in the tyre did not seem to be affecting the purpose of the tyre to act as a brake for those using the zipwire. Cllr Williams suggested that Parish Council waits to see what the Play Inspector, who is due to inspect the Shirnall Meadow play area during May, puts in his report before taking any further action.

Following concerns, officers from the Health and Safety Executive had visited Massey's Folly to inspect whether the work being carried out there by the developer were in breach of health and safety legislation. The Parish Council will be keeping an eye on the site, but anyone who sees any particular breaches in safety are asked to contact the Health and Safety Executive direct.

12/19 **STANDING ORDERS, FINANCIAL REGULATIONS & POLICIES** (to follow)

The Councillors to ADOPT the Parish Council's Constitution comprising:

- Standing Orders - updated May 2019 from the NALC template dated July 2018

However, the Chair asked for the requirements for every Planning application submitted for Farringdon to be discussed at either a Full Council or a Planning Committee meeting to be investigated to see if this is necessary. This requirement is in the Standing Orders to be approved by the Parish Council at this meeting. The Clerk agreed to investigate this further and if it is possible to remove this requirement, with the amended Standing Orders to be approved at a future Full Council meeting.

All other policies, including those identified below, have not changed since they were last agreed:

- Financial Regulations - no change from May 2018
- The complaints procedure - no change from May 2018
- Privacy Notice - no change from May 2018
- HR Disciplinary Policy - no change from November 2018
- HR Grievance Policy - no change from November 2018
- Code of Conduct - no change from May 2018

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A new risk assessment policy had been drawn up by the Clerk, it was agreed that it will be reviewed by the policy panel of Councillors set up previously, comprising of Cllrs Ms de Ledesma, Batley and Mossman to be approved, if possible, at the next Full Council meeting on 3rd July.

RESOLVED: The Standing Orders and all the other policies listed were approved at the meeting. The requirement for every Planning Application to be to be discussed at either a Full Council or a Planning Committee meeting be investigated and the Standing Orders be amended, if possible, following the investigation. The new Risk Assessment policy be reviewed by the Policy Panel of Cllrs prior to its approval at Council.

13/19 COMMITTEES

The Planning Committee is comprised of the available Cllrs, three Cllrs are required for quorum.

The Parish Council agreed the establishment of an ad hoc Employer Committee, to deal with staff related matters. The membership was agreed to be the Chair, Vice-Chair and one other Cllr, to be agreed when necessary, unless there is a reason for the membership to change.

Membership and roles in the Village Hall Charitable Trust will be agreed at the meeting of the Trust immediately following this meeting.

14/19 REPRESENTATION ON EXTERNAL BODIES

- Members nominated Cllr Mrs Farris to continue as the Parish Council representative to the Trustees of Farringdon School Playground Charity (272320).
- Members nominated Cllr Williams to continue as the representative to attend the A32 Flood Action Group (FAG) meetings, the Chair will also, when possible also attend the FAG meetings.
- The current Parish Council representative on the South Downs National Park Authority, Mr Doug Jones, who is a Buriton Parish Council Cllr. The Parish Council agreed to support Mr Jones to continue as the Parish Council representative to the SDNPA.
- The Alton and Surrounding Villages Community Forum meets approximately two times a year and the Parish Council agreed to send an available Parish Cllr to each meeting of the forum.

RESOLVED: the decisions taken regarding Farringdon Parish Council representation be noted.

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15/19 TO RECEIVE AND APPROVE PAYMENT OF ACCOUNTS

Agenda No	Cash book ref	Chq No:	Date	Payee	Item	Total (£)
	1	10	01/04/2019	Parochial Church Committee	Annual Village meeting use of the Church	30.00
	2	13	01/04/2019	Claire Gibbs	Clerk's salary and expenses	914.54
	3	14	03/04/2019	Citizens Advice	Grant 19/20 financial year	400.00
	4	15	24/04/2019	Tony Batley	Annual Village meeting expenses	34.30
	5	16	24/04/2019	Wettone Matthews	Payroll services March 19 to October 19	180.00
	7	DD	08/04/2019	NEST Pension	Clerk's pension	55.46
	10	17	02/05/2019	Claire Gibbs	Clerk's Salary and Expenses	874.86
	11	18	02/05/2019	Claire Gibbs	Correction to the Clerk's salary	7.58
	12	DD	07/05/2019	NEST Pension	Clerk's pension	83.18
Total payments made since last meeting						£2,579.92

The first instalment (£17,500) of the precept was paid into the Parish's bank account on 18th April 2019. The second instalment is due to be paid in September/October. In addition to the receipt of the Precept, the Parish Council received a donation of £3,000 from the estate of Mr Angus Craig MacDonald. The donation has been paid into the Parish's bank account, how it is used needs to be agreed - please see item 21/19 below.

In addition to other payments separately identified in this agenda, there were three payments that needed approval:

1. A payment to HALC for £55 for 10 Good Councillor's Guides for the Cllr packs being put together for each Cllr by the Clerk;
2. A payment of £72 for Crusade Cleaning for the cleaning of Multi Use Games Area (MUGA) in April; and
3. A payment of £11.82 for Mr Elderton for the purchase of a file to contain handover documents to the new Chair of the Parish Council, Cllr Batley.

RESOLVED: the payments made since the last meeting and the three further payments as itemised above were approved.

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16/19 TO RECEIVE THE ANNUAL GOVERNANCE STATEMENT FOR FARRINGDON PARISH COUNCIL 2018/2019 SECTION 1

The Annual Governance statement for the Parish Council for 2018/2019 has been reviewed by the Internal Auditor, Lightatouch. Before the Annual Governance statement, which along with the accounting statement for the Parish Council forms the Annual Governance and Accountability Return (AGAR), can be sent to the External Auditors PKF Littlejohn it needs to be separately approved and signed by the Chair. This was done.

RESOLVED: the Annual Governance Statement for Farringdon Parish Council was approved by the Council and signed by the Chair.

17/19 TO RECEIVE THE ACCOUNTING STATEMENT 2018/2019 FOR FARRINGDON PARISH COUNCIL SECTION 2

The Accounting Statement 2018/2019 for the Parish Council had also been reviewed by Lightatouch and like the Annual Governance Statement needs separate approval prior to being sent to the External Auditor. The Council approved the Accounting Statement and the Chair signed the statement.

RESOLVED: the Accounting Statement for Farringdon Parish Council was approved by the Council and signed by the Chair.

18/19 TO RECEIVE THE INTERNAL AUDITOR'S REPORT FOR 2018/2019 AND APPROVAL OF THE PAYMENT OF INVOICE FOR £250

Following the conclusion of the internal audit for 2018/2019 the auditor, Tim Light from Lightatouch has given the Clerk his report. The auditor did not raise any issues of concern with the AGAR, but a summary of his report will be brought to the next Full Council meeting on 3rd July. The invoice for £250 was approved by the meeting.

RESOLVED: There were no issues of concern with the AGAR highlighted by Lightatouch. A summary of the report will be brought to the next Full Council meeting and £250 fee for the internal audit review was approved by the Parish Council.

19/19 TO RECEIVE THE BANK STATEMENT TO DATE AND RECONCILIATION, THE ASSET REGISTER AS AT 31ST MARCH 2019 AND THE BUDGET MONITORING STATEMENT TO DATE

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Farringdon Parish Council bank reconciliation summary 2019/20			
Bank Account(s): (list all bank accounts)		£	£
	Treasurer's Account	176,372.17	
	Bank Account Bus instant access 2	-	
	Bank Account Treasurer's Deed account 3	-	
			176,372.17
Less unrepresented payments (list):			-
Add uncleared payment (list):	Adjusted bank balance		176,372.17
	Adjusted Closing Bank Balance as at	08/05/2019	176,372.17
Check	Opening balance as at 01/04/2018	Treasurer's Account	104,958.06
		Bank Account Bus instant access 2	28,476.16
		Bank Account Treasurer's Deed account 3	25,000.00
			158,434.22
		Less: total expenditure from Cashbook	- 2,579.92
		Add: total income from Cashbook	20,517.87
			176,372.17
			-

The following Budget Monitoring report was presented to the meeting for information.

FARRINGDON PARISH COUNCIL BUDGET MONITORING AS AT						
15th May 2019						
Summary	Actual 2018/2019 £	Budget 2019/2020 £	Actual Expenditure 2019/2020 £	Committed Expenditure £	Total Estimated Expenditure/ Income 2019/2020 £	(Underspend)/ Overspend £
Expenditure						
1 Staff costs	12,197	14,140	2,047	13,122	15,169	1,029
2 Clerk's telephone, computer software renewals and printing	931	1,550	135	1,482	1,617	67
3 Insurance, hall hire for meetings, Defibrillators and website maintenance	1,626	2,000	30	1,970	2,000	-
4 Grass cutting, general maintenance and annual Playground inspection	4,216	8,780	60	8,780	8,840	60
5 Grants, Village plan implementation and new Village Hall costs	1,482	2,030	400	1,630	2,030	-
6 Audit fees, subscriptions, potential election costs and other professional fees	1,429	2,150	400	2,150	2,550	400
7 Councillor's training and travel costs and Chair's allowance for Annual meeting	505	1,350	34	1,316	1,350	0
8 Replacement office equipment	649	3,000	-	3,000	3,000	-
9 Net VAT	(238)		42	-	42	42
10 Total Expenditure	22,798	35,000	3,149	33,450	36,599	1,599
Income						
11 Precept	(35,000)	(35,000)	(17,500)	(17,500)	(35,000)	-
12 Grant Income	-	-	-	-	-	-
13 CIL Income	(13,474)	-	-	-	-	-
14 Donations	-	-	(3,000)	-	(3,000)	(3,000)
15 Interest	(113)	-	(18)	(10)	(28)	(28)
16 Total Income	(48,587)	(35,000)	(20,518)	(17,510)	(38,028)	(3,028)
17 (Surplus)/Deficit	(25,790)	-	(17,369)	15,940	(1,429)	(1,429)

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Finally the balances, as follows, which relate to financial years 2017/2018 and 2018/2019 were presented to the meeting:

	31/03/2018	31/03/2019
	£	£
Balances		
	-	-
	132,664.96	158,434.22
Made up of:		
Dilapidations Reserve	13,215.00	17,115.00
Grants	1,744.77	1,081.37
CIL balance	-	13,474.08
General Running costs	70,000.00	70,000.00
Village Hall fit out	47,705.19	56,763.77
	132,664.96	158,434.22

20/19 PLANNING APPLICATIONS:

No planning applications have been received for comment at this meeting, however, an appeal had been raised by the applicants of application SDNP/18/05913/HOUS, Danesfield, The Street, Upper Farringdon. The Parish Council does need to take any further action with regard to this application as the Parish Council raised no objection to the proposed works in the application.

RESOLVED: the appeal raised for application SDNP/18/05913/HOUS was noted.

21/19 DONATION OF £3,000 FROM THE ESTATE OF MR ANGUS CRAIG MACDONALD

Mr MacDonald had lived in Farringdon for many years and died in December 2018. The donation was gratefully received, by the then Chair, Mr Elderton who wrote to the executors of Mr MacDonald's estate to pass on the Parish Council's thanks and to acknowledge receipt of the donation. The donation is to be used for "something that will be of lasting benefit to the community" (quote taken from the letter that accompanied the donation cheque). Once the donation has been spent the executors have asked to have confirmation that the bequest is in accordance with Mr MacDonald's wishes.

The Cllrs repeated that they were very grateful for the donation and the agreement was for the bequest to be put towards some item potentially in the new village hall that, in line with Mr MacDonald's wishes, has a lasting community benefit.

RESOLVED: the donation from the estate of Mr MacDonald was gratefully received by the Parish Council and the Parish Council agreed to spend the bequest, on something that has a lasting community benefit, in accordance with Mr MacDonald's wishes.

22/19 2019/2020 INSURANCE RENEWAL

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The Parish Council's insurance policy is due for renewal on the 1st June 2019. The renewal premium is, including insurance premium tax (IPT). The Council's long-term agreement with Came and Company, insurance brokers, comes to an end on 31st May 2019. The premium, without the long-term agreement is £849.51 and the premium under the long-term agreement is £809.53. At the time of the meeting the length of the long-term agreement is unknown, but is likely to be three years and will be confirmed prior to the renewal.

Cllr Ms Ledesma asked whether there were other insurance brokers who brokered insurance for local councils. There are a few other insurance brokers that specialise in local council insurance, however, it is unlikely that significant savings would be achieved.

The Parish Council approved the renewal of the insurance policy, under the long-term agreement of £809.53, which will run until 31st May 2020. The Parish Council approved the premium, on the assumption that the long-term agreement would be for three years. The term will be confirmed by the Clerk prior to the payment of the renewal.

RESOLVED: The Parish Council approved the renewal of the Council's insurance policy under the long-term agreement for £809.53 and approved the entering into a new long-term agreement with Came and Company for a period of three years - the Clerk will ensure that this is the case before the renewal is paid.

23/19 BANKING ARRANGEMENTS - REVIEW SIGNATORIES AND THE TRANSFER OF BANK ACCOUNTS FROM TSB TO HSBC (FOR INFORMATION)

The following are signatories to Farringdon Parish Council's bank account:

- Mr Clive Elderton (Chair)
- Mr Tony Batley
- Mr David Williams
- Mrs Claire Gibbs (Clerk)

The Clerk was required to be a signatory to the accounts in order to be able to view the Council's accounts on-line.

With Mr Elderton no longer continuing as a Councillor, he will need to be removed as a signatory and replaced with a new signatory.

After a short discussion, Cllr Horton was put forward as a new signatory to the Parish's accounts. This was agreed unanimously by the meeting.

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The Parish Council is in the process of changing bank accounts from TSB to HSBC, Mr Elderton is a signatory on both the HSBC new accounts, which whilst open do not have a balance, and the TSB accounts. In preparation for this, the balances held on the Community Benefit Deed account (£25,000) and the deposit account (£28,494.03) were transferred to the current account on 2nd April 2019. The balances will be transferred, by cheques which were signed at this meeting, to HSBC shortly. In addition, a further cheque for £110,000 from the Parish Council's current account was signed to transfer the majority of the balance from TSB to HSBC. Some £12,900 will be left with TSB to cover the payments approved at this meeting, both by cheque and using the Parish's debit card and the only direct debit, the Clerk's NEST pension deductions, once all the payments have been made and the NEST pension deduction direct debit has been moved, the TSB bank account will be closed.

For information, unfortunately the automatic [transfer](#) of the Parish Council's bank balances has not been possible, due to the need to open up the bank accounts at HSBC in a slightly different name to the name that the accounts are held with TSB. This is why the balances are being transferred by cheque.

RESOLVED: Cllr David Horton will be set up as a signatory to the Parish Council's bank account. The progress made to move the Council's bank accounts from TSB to HSBC was noted.

24/19 REVIEW MEMBERSHIP SUBSCRIPTIONS:

- Hampshire Association of Local Councils (HALC)* - £250 (no VAT) (2018/19 level £231)
- National Association of Local Councils (NALC)* - £38 (no VAT) (no change from 2018/19)
- HALC HR Service - £150 plus VAT (£180 total) (no change from 2018/19)

* Please note that the HALC affiliation fees and the NALC Levy for 2019/2020 are invoiced in one invoice for £288 (no VAT)

The Parish Council approved the renewal of the HALC and NALC memberships as well as well as the renewal of the HALC HR Service for the Council year 2019/2020.

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RESOLVED: The Parish Council approved the renewal of the HALC and NALC memberships as well the renewal of the HALC HR Service for the Council year 2019/2020.

25/19 INFORMATION COMMISSIONER'S OFFICE - DATA PROTECTION FEE RENEWAL £40

The registration as a data controller under the Data Protection Act 1998 (DPA98) will expire on 25/05/2019 and needs renewing. The fee of £40 can be paid online, the Clerk has drafted a purchase order, for the use of the Parish debit card to pay for the fee.

Please note that purchase orders for the use of the Parish Council's debit card need to be signed by two Cllrs, the two Cllrs do not need to be authorised signatories.

The Council approved the renewal of the ICO data protection fee of £40, using the Parish debit card.

RESOLVED: The Council approved the renewal of the ICO data protection fee of £40, using the Parish debit card.

26/19 RENEWAL OF OFFICE 365, FASTHOSTS AND ANTI-VIRUS SOFTWARE SUBSCRIPTIONS

The meeting approved the use of the Parish debit card to renew the Office 365 subscription based on the previous subscription for 2018/2019 of £547.20 (£45.60 per licence, £456 plus VAT of £91.20). The subscription is due on 22nd June 2019 June 2020.

The renewal of the subscription with Fasthosts for the domain name "Farringdonpc.org" for two years is due in June at a cost of £38.38. A purchase order for this renewal has been completed.

The Council's anti-virus subscription ends in June 2019. However, the renewal amount quoted is £49.99 which is twice the amount that was paid last year. The Parish needs to either renew or replace the current anti-virus software, so the Parish Council was asked to approve the purchase of anti-virus software for the Parish's devices (laptop and mobile telephone), using the Parish debit card, at a cost of less than £49.99.

RESOLVED: The meeting approved the use of the Parish debit card to renew the Office 365 subscription at a cost of £547.20, the renewal of the domain

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name “Farringdonpc.org” with Fasthosts at a cost of £38.38 and the renewal of the Council’s anti-virus software at a cost less than £49.99.

27/19 CLEANING OF THE MULTI-USE GAMES AREA (MUGA)

Following the successful and effective cleaning of the MUGA in April by Crusade Cleaning, the Clerk asked the cleaning company to provide a quote to carry out a clean of the MUGA (and the pedestrian gates into the Shirnall Meadow play area) every six months, for an initial three year period.

The quote that has been received is £50 plus VAT for each six-monthly clean, so £60 in total.

The Parish Council were asked to vote on Crusade Cleaning to carry out a six-monthly clean of the MUGA (and the pedestrian gates into the Shirnall Meadow play area) at a cost of £50 plus VAT, so £60 in total for an initial three year period. Cllr Williams voted against the proposal and the other seven Cllrs voted for the proposal. Therefore, Crusade Cleaning will be engaged to clean the MUGA every six months for a three-year period..

RESOLVED: The Parish Council approved for Crusade Cleaning to be engaged to clean the MUGA at a cost of £60 including VAT for an initial three year period.

28/19 BIN EMPTYING

Further to the agenda item 135/18 discussed in the 2nd January 2019 meeting, Cllr Williams has been monitoring the usage of the Parish Council’s bins in the village and emptying them when necessary. The bins, two in the play area in Shirnall Meadow and the new bin on the corner of the Parsonage Close play area.

Cllr Williams has suggested that the bin on the corner of Parsonage Close, which is heavily used by dog walkers for disposal of dog faeces, should be emptied by East Hampshire District Council’s (EHDC) refuse collection contractors once a month. Idverde, the refuse collection contractors, have quoted as follows: the price per lift is £7.14, so for the Parsonage Close bin it would be £85.68 and for Shirnall Meadow’s two bins it would be £171.36, or £257.04 in total for them to be emptied monthly.

The Parish Council approved the monthly emptying of the Parish’s three bins at a cost of £257.04 for the year. The monthly emptying will be monitored when the Clerk inspects the Shirnall Meadow and the Parsonage Close play areas. The frequency of the emptying will only be changed following approval of the Parish Council.

FARRINGDON PARISH COUNCIL

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RESOLVED: The Parish Council approved the monthly emptying of the Parish's three bins at a cost of £257.04, by Idverde, for the year. The frequency of emptying will be monitored, but only changed following approval by Council.

29/19 ARNOLD-BAKER 11TH EDITION £129.99

The Council approved the purchase of a new edition of the local council "bible" Arnold-Baker on Local Council Administration for £129.99 using the Parish's debit card.

RESOLVED: The Council approved the use of the Parish's debit card to purchase the 11th edition of Arnold-Baker on Local Council Administration for £129.99.

30/19 REPORTS AND ISSUES (for information only, unless received under separate agenda items)

(i) Natural Environment Report - Cllr Williams will circulate the latest environment report to all Cllrs and on F.net as soon as possible following this meeting.

RESOLVED: Cllr Williams to circulate the latest environment report when available.

(ii) Village Hall Report - as a Village Hall Charitable Trust (VHCT) meeting follows this meeting an update was not given at this meeting.

(iii) Traffic & Transport Report - The Campaign Against Noise (Cans) is a campaign group made up of interested groups and Parish Councils along the A32. The Parish Clerk was asked to ensure that the Clerk's email address is on the circulation list for CANS so that the Parish Council is aware the progress made by the campaign and potentially become involved

RESOLVED: The Clerk to ensure that the Parish Clerk's email address is on the CANS email circulation list.

31/19 HAMPSHIRE ASSOCIATION OF LOCAL COUNCILS (HALC) TRAINING DATES

HALC provides training for Cllrs and Clerks that relates to local councils. It is advisable that all Cllrs should attend the HALC course "The Knowledge", as this serves as a good introduction of what the role is and what is expected from a Cllr in local council.

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Local Council People & Development				
Training & Events Programme 2019				
EVENT TYPE	EVENT/COURSE/SESSION	DATE	LOCATION/TIME	COST
Councillor Development	The Knowledge & Core Skills (Parts 1 & 2)	05 June 2019	Eastleigh (10.00-15.00)	£95 (Parts 1 & 2) (Incl. a light lunch)
Councillor Development	The Knowledge & Core Skills (Parts 1 & 2)	12 June 2019	Winchester (10.00-15.00)	£95 (Parts 1 & 2) (Incl. a light lunch)
Officer Development	What You Need to Know (Part 1 of 2)	18 June 2019	Eastleigh (10.00 - 12.00)	£85 (Parts 1 & 2)
Information & Networking Event	Officers Update	26 June 2019	Eastleigh (10.00 - 12.30)	£45
Councillor Development	Local Council Finance for Councillors	27 June 2019	Eastleigh (18.30-20.30)	£45
Officer Development	What You Need to Know (Part 2 of 2)	02 July 2019	Eastleigh (10.00 - 12.00)	£85 (Parts 1 & 2)
Councillor Development	The Knowledge & Core Skills (Parts 1 & 2)	04 July 2019	Basingstoke (10.00-15.00)	£95 (Parts 1 & 2) (Incl. a light lunch)
Councillor Development	Chairing Skills	10 July 2019	Eastleigh (10.00-13.00)	£60
Qualification Preparation	Introduction to CILCA	17 July 2019	Eastleigh (10.00 - 12.30)	£45
Councillor Development	The Knowledge & Core Skills (Parts 1 & 2)	31 July 2019	Eastleigh (10.00-15.00)	£95 (Parts 1 & 2) (Incl. a light lunch)
Councillor Development	The Knowledge (Parts 1 of 2)	03 September 2019	Eastleigh (18.30-20.30)	£95 (Parts 1 & 2)
Development For All	The Planning Framework	17 September 2019	Winchester (18.30-21.00)	£60
Councillor Development	Local Council Finance for Councillors	18 September 2019	Eastleigh (18.30-20.30)	£45
Officer Development	Budgeting and Financial Control	19 September 2019	Eastleigh (10.00 - 13.00)	£60
Officer Development	Minute Taking	09 October 2019	Eastleigh (10.00 - 12.30)	£45
Qualification Preparation	Introduction to CILCA	16 October 2019	Eastleigh (10.00 - 12.30)	£45
Information & Networking Event	Officers' Update	22 October 2019	Basingstoke (10.00 - 12.30)	£45
Officer Development	What You Need to Know (Part 1 of 2)	23 October 2019	Winchester (10.00 - 12.00)	£85 (Parts 1 & 2)
Councillor Development	Chairing Skills	30 October 2019	Winchester (10.00-13.00)	£60
Development For All	Introduction to Appraisals	05 November 2019	Eastleigh (10.00-12.30)	£45
Councillor Development	The Knowledge & Core Skills (Parts 1 & 2)	06 November 2019	Eastleigh (10.00-15.00)	£95 (Parts 1 & 2) (Incl. a light lunch)
Information & Networking Event	AGM	09 November 2019	Holiday Inn - Winchester (09.00-13.00)	Free
Officer Development	Local Council Finance for Officers	12 November 2019	Winchester (10.00 - 15.00)	£95 (incl. a light Lunch)
Officer Development	What You Need to Know (Part 2 of 2)	13 November 2019	Winchester (10.00 - 12.00)	£85 (Parts 1 & 2)
Development For All	Basic Planning for Parish Councils	13 November 2019	Winchester (18.30-20.30)	£45

* All prices apply to Hampshire ALC members only and are subject to VAT

You can find out more information and book for all 2019 training and events at www.hampshirealc.org.uk or email sue.ramage@eastleigh.gov.uk

Please let the Clerk the training sessions you can attend and she will book you a place on the course.

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32/19 FUTURE MEETING DATES:

<u>Date</u>	<u>Time</u>	<u>Venue</u>	<u>Primary Purpose</u>
3 rd July 2019	7:30pm	Golden Pheasant Function Room	Full Council Meeting
4 th September 2019	7:30pm	Golden Pheasant Function Room	Full Council Meeting
6 th November 2019	7:30pm	Golden Pheasant Function Room	Full Council Meeting
8 th January 2020	7:30pm	Golden Pheasant Function Room	Full Council Meeting
4 th March 2020	7:30pm	Golden Pheasant Function Room	Full Council Meeting
1 st April 2020	7:30pm	All Saints Church	Annual Village Meeting
13 th May 2020	7:30pm	Golden Pheasant Function Room	Annual Council Meeting

33/19 COMMUNICATIONS: Key messages from the meeting

- Councillors Elderton and Durrant stood down from the Parish Council, the Parish Council thanked them for all their work for the benefit of the village, within the village and outside the village with the various agencies that affect life in the village (EHDC, HCC, SDNPA,...)
- All Councillors took up their posts following the uncontested Parish Council elections on 2nd May 2019.
- The Chair and the Vice-Chair of the Parish Council were elected.
The following is a list of the Parish Councillors and the Chair and Vice-Chair:
The following Councillors were re-elected in May 2019:

Councillor Mr Tony Batley - Chair

Councillor Mrs Nadine Farris - Vice-Chair

Councillor Ms Alison de Ledesma

Councillor Mr Phil Mossman

Councillor Mr David Williams

The following Councillors were elected for the first time in May 2019:

Councillor Mr Andy Clegg

Councillor Mr David Craig

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Councillor Mr David Horton

Councillor Mr Graham Ryan

- The Parish Council gratefully received a £3,000 donation from the estate of Mr Angus Craig MacDonald, known as Craig, who up to his death in December 2018, lived in Upper Farringdon. The donation is likely to be put towards the fitting out of the village hall, once built.
- Following the recent clean of the Multi-Use Games Area (MUGA) on the playing field in Shirnall Meadow, the Parish Council agreed to engage the services of Crusade Cleaning, who carried out the clean in April, for a three-year period with cleans to be carried out twice a year for those three years.
- Following the monitoring of the usage of the Parish Council's bins in the village - the new bin on the corner of the Parsonage Close play area; and the two bins in the Shirnall Meadow play area - the Parish Council agreed to engage the services of EHDC's waste collection contractors Idverde to empty those bins once a month.
- Finally, representatives from the Health and Safety Executive, visited Massey's Folly last week to check on safety at the site. The Parish Council will be keeping an eye on the site, but anyone who sees any particular breaches in safety are asked to contact the Health and Safety Executive direct.