

FRENSHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Parish Office on Tuesday
5th July 2016 at 7.30pm.

Present

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|--------------------------|--------------------------------|
| * Cllr Beales (Chairman) | * Cllr Andrews (Vice-Chairman) |
| a Cllr Millerchip | * Cllr Scimone |
| * Cllr Morgan | * Cllr Fairhead |
| * Cllr McLean | * Mrs Shipton (Clerk) |

* = present a = apologies received

Also present - Guy Olden. Apologies received from C.Cllr Harmer and Rev Jane.

18/16 Disclosure of Pecuniary and other Interests.

No Members, in relation to any items included on the agenda for this meeting, disclosed any interests which are required to be disclosed by Section 28 of the Localism Act 2011; which Frensham Parish Council endorses.

The Chairman gave a vote of thanks to the Clerk for organising yesterday's visit to the Houses of Parliament, which had been most successful.

19/16 Approve minutes

Minutes of the Meeting of the 18th May 2016 having been circulated prior to the meeting were approved and signed.

20/16 Reports : Police, Surrey County Councillor and Waverley Borough Councillors

No reports.

21/16 Finance Committee and Approval of Cheques drawn

- a. The list of cheques drawn for April and May 2016 was signed.
- b. Noted the budget 2016/17 to 30th May 2016.
 - a. No S.137 payments
 - b. The External Audit - 16th May 2016. Outcome pending.
 - c. To receive Recommendations on staffing matters. **See (e)**
- c. The Council has been asked to reconsider length of the Community Village Shop Lease from 5 years to 20 years. Cllrs Morgan and McLean wished to examine the Lease (a confidential document) prior to confirming the extension, which will be agreed at the September meeting. Any comments to be received by 31 July.
- d. For information: the drainage at the front of the community building requires urgent remedial work. Specification prepared and quotes being sought. A small water butt might be installed in the down pipe to the side of the building size permitting. Mr Olden will obtain 3 estimates and together with the Chairman and Clerk agree a contractor not exceeding a budget up to £750.
- e. Confidential Item relating to staff matters: The Chairman outlined the matter that Ms Spence has satisfactorily completed 3 month probationary period. It was proposed by the Chairman that in view of the increasingly heavy workload falling on the Clerk's office as the Council further develops its activities, that Ms Spence's hours should be increased from four to six per week. A full discussion ensued and it was Agreed after a vote was taken: four Cllrs in favour and two (Cllrs Morgan and McLean) against.

22/16 Community Governance

The Chairman outlined the possible need for additional Councillor(s) in that at some meetings it was difficult to meet the quorum requirement of 3 councillors, and that councillors had varying constraints on the amount of time they were able to contribute to council business. Before considering this, Waverley Electoral Services have indicated that they would wish to see the outcome of a public consultation, and have agreed that a suitable question on Surrey Community Action's Housing Needs Survey questionnaire (going to all households in the parish later this year) would be an appropriate way to do this. It was Agreed that the question: "*The Parish Council believes that it could serve the community better by increasing the number of locally elected councillors. If it were able to do so, would you support such an increase?*" should be included as drafted, without any reference to possible numbers of additional councillors.

23/16 Planning, Environment & Highways Committee

The Minutes of the meetings held on 20th April, 11th May, 1st and 22nd June 2016 (*previously circulated*) and all recommendations contained therein were confirmed and signed.

24/16 Recreation Ground & Pavilion Committee

a. The Minutes of the Minutes of the meeting held on 15th June 2016 (*previously circulated*) and all recommendations contained therein were confirmed and signed.

b. Members considered the way forward for improving the effectiveness of the management and oversight of these community facilities, including the following options:

(1) to keep the status quo, ie a standing committee (but meeting more frequently than at present) reporting to Council, and informed by one or more HUG liaison meetings per year; (2) to expand the standing committee to include one representative each from the four sports clubs; (3) to subsume all recreation ground matters into full Council, and hold HUG liaison meetings twice a year.

A full discussion took place considering many issues: quorum, too few meetings to be effective, large budget to manage, club relationships with council.

In the absence of a definitive solution, it was Agreed to proceed with the pre-arranged HUG meeting for 21st September, followed by a Recreation Ground Committee on 28th September when a further discussion on the way forward would take place.

Mr Olden has begun to addresses H&S matter with the electrical supply/wiring system in the pavilion to be tested and certified, which is a requirement every 5 years. Seeking quotations from suitably qualified electrician. Cllr McLean said that the cost will be borne by the percentage split as agreed for the car park scheme.

25/16 Rushmoor Community

a. Update on red phone boxes – Cllr Fairhead reported that the Heritage Lottery Fund grant of £10,000 is due to be paid into the Parish Council bank account and will be subject to the usual financial controls of the council. A report is available with Budgets for each box; some revisions will be required as the project progresses. Invoices will be sent to the Parish Council who will pay them in accordance with the budgets.

The electrical supply to all boxes requires examination. Mr Olden agreed to assist Cllr Fairhead in this matter.

b. Rushmoor matters – Cllr Andrews informed the meeting that she had attended TARNS meeting. She has put councillor's details in the Churt & Rushmoor parish magazine. Articles are invited from Councillors.

- c. Cllr Fairhead to email all Councillors with details of the Rushmoor litter pick.
- d. Cllr Morgan agreed to examine the possibility and cost of a Rushmoor newsletter.
- e. Cllr Morgan will submit a proposal to C.Cllr Harmer for a Rushmoor VAS sign on the Rushmoor Straight.

26/16 Shortfield Common

- a. Management Plan – Cllr Beales reported that: the paths had been mown; the 2016 weekly butterfly survey is underway; and that the repaired area of grass verge was growing well.
- b. New fingerpost – Guy Olden reported that the fingerpost is complete and is being spray painted. Storage and installation to be undertaken. An inaugural ceremony will be planned.
- c. Tree survey and associated works – Cllr Beales reported that invitations to tender together with a specification has been sent to 4 contractors. Contract award to be agreed at the September Council meeting.
- d. Access over Shortfield Common – Agreed to accept the Terms of Grillo LLP in the negotiations concerning land value, with commission payable at 5% of the agreed figure achieved or, if unsuccessful, then settlement of the firm's account in accordance with their fee and expenses scales.

27/16 Councillors / Representatives attendance at meetings/seminars/consultations etc.

- a. WBC joint meeting Towns & Parish Council meeting Monday 19th September 2016 7pm.
- b. Cllr Andrews to represent FPC at WBC Civic Service on Sunday 10th July.
- c. Cllr Beales & Cllr Andrews to attend C.Cllr Harmer's Chairmen's meeting on Tue 12 July at Churt Pavilion.
- d. Cllr Beales to attend the Frensham Pond Sailability Queens Award for Voluntary Service Presentation on 4th August.

28/16 Press Releases /Publicity- Website www.frensham-pc.gov.uk

The Chairman asked that all members check their biographies on the web and make any amendments required, sending their revised copy to him. Should no details be forthcoming within two weeks, a statement will be placed stating that information has not been supplied or the member has declined to submit. Deadline 31st July 2016.

29/16 Community Issues

- a. Frensham Village Lunch – 27th July 2016 midday. All welcome.
- b. Feedback on the Parish Council stall at the Frensham Fayre. Deferred to September meeting. Cllr Andrews is collating comments.
- c. Cllr Scimone reported on the successful Community Breakfast held on 1st July, postcards of the telephone box were given out the next one will be held on Saturday 1st October 2016.
- d. Report from the 'in bloom' project team: summer bedding blooming and bulbs to be considered.

30/16 Items for the Next Agenda

Councillors should be prepared, when requesting an item for the next agenda, to provide and circulate relevant paperwork outlining their item prior to the meeting.

Question from the public.

No members of the public were present.

Signed.....Dated.....

Meeting ended at: 10.30pm

Next Planning Meeting Wednesday 6th July 2016 at 7.30pm Parish Office

NEXT COUNCIL MEETING Wednesday 14th September 2016 AT 7.30pm PARISH OFFICE

NEXT HUG MEETING Wednesday 21st September 2016 AT 7.30pm PARISH OFFICE

NEXT Recreation MEETING Wednesday 28th September 2016 AT 7.30pm PARISH OFFICE