

## FRENSHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the Parish Office on Wednesday  
17<sup>th</sup> May 2017 at 7.30pm.

### Present

* Cllr Beales (Chairman)	* Cllr Andrews (Vice-Chairman)
* Cllr Bleach	* Cllr Scimone
Cllr Morgan	Cllr Fairhead
a Cllr McLean	* Mrs Shipton (Clerk)
a Mrs Audsley (Admin Asst)	

\* = present    a = apologies received

Also present C.Cllr Harmer, B.Cllr Adams and Pam Shipp Neighbourhood Watch

Mr Steven Lugg, Chief Executive Officer of HALC (Hampshire Association of Local Councils) gave a comprehensive overview of what it means to become an associate member of the organisation. Mr Lugg outlined his background which currently includes being a councillor in several tiers of local government. He said although the organisation is the Hampshire county association, they welcome bodies from across the country as partners. He believed that the service should be individual not county led. HALC could provide many training opportunities including bespoke services including HR, legal opinions, planning advice, VAT matters, investment and accounts, grant application advice etc. NALC policy and guidance documents could be provided. He undertook to provide FPC with copies of 'The Good Councillor's Guide'. All services were at subsidised rates to members. The cost should Frensham join would be in the region of £343.00/annum. (Based on number of parishioners on the electoral roll).

Mr Lugg left at 8.15pm

### 01/17 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.

### 02/17 Announcements from the Chairman

No items on this occasion.

### 03/17 Approval of Minutes

Minutes of the Meeting of the 15<sup>th</sup> March & 10<sup>th</sup> May 2017 having been circulated prior to the meeting were approved and signed.

### 04/16 Election of Chairman

Cllr Beales was proposed by Cllr Bleach, seconded by Cllr Andrews and was elected to serve as Chairman to Frensham Parish Council for the ensuing Local Government year and duly signed the Declaration and Acceptance of Office.

### 05/16 Election of Vice-Chairman

Cllr Andrews was proposed by Cllr Beales, seconded by Cllr Scimone and was elected to serve as Vice-Chairman to Frensham Parish Council for the ensuing Local Government year.

### 06/16 Membership of Committees and Election of Committee Chairs

(All members are invited to all committees, which the Clerk also attends.)

It was agreed that each Committee should appoint its own Chairman.

Committee structure and responsibilities will be reviewed by each Committee in due course.

The following are the core Members:

- a. **Planning , Environment and Highways Committee**  
Cllrs Beales, Andrews, Scimone and Bleach.
- b. **Recreation Ground and Pavilion Committee & Hollowdene Users Group (HUG)**  
Cllrs Beales, Andrews, McLean and Bleach.
- c. **Finance Committee** - all members of the Council  
Proposed Cllr Beales and seconded Cllr Scimone that Cllr Bleach be appointed as Chairman of Finance Committee to assist with day to day accounting, end of year and budgetary control, report etc. The Chairman Cllr Beales with the agreement of the Members recorded a vote of thanks to Mr Len Davis (former Councillor) who has assisted admirably with the accounts for many years. An appropriate letter of appreciation will be sent by the Chairman.  
The staffing sub-committee normally meets once a year prior to Budget making and comprises the Chairman and Vice Chairman of the Council and the Chairman of Finance, Cllr Bleach.
- d. **Co-option / Advice to Committees**  
**Agreed** Guy Olden co-opted to Planning Committee (without voting rights or membership of the Council).

#### **07/17 Other Appointments**

#### **2017 / 18**

- |   |                   |
|---|-------------------|
| a. CPRE   | Colin Hall        |
| b. Website  | Sue Green         |
| c. Council liaison for Neighbourhood Watch and Police<br>(Other NW coordinators are Mary Segar, Bridgette Wilson, & Michael Bradford) | Pam Shipp         |
| d. Church Charity   | Chairman/Clerk    |
| e. Alice Holt Community Forum   | Cllr Dick Beales  |
| f. River Wey Trust  | Cllr Simon Bleach |

#### **08/17 Questions from Members of the Public.**

Pam Shipp recommended that the Council might reach out to the community with Facebook and Twitter etc, but it must be kept current and interesting. Cllr Beales said that consideration of options of how best to communicate with residents should be one of the Council's objectives for 2017.

#### **09/17 Reports : Police, Surrey County Councillor and Waverley Borough Councillors**

C.Cllr Harmer informed Members that since the recent SCC elections he has been nominated to be Chair of SCC's Audit Committee. The next Local Committee meeting will be on 23<sup>rd</sup> June in Haslemere. He noted that funding for this year (eg for highways) had not yet been finalised.

B.Cllr Adams informed the meeting that Julia Potts is Leader of WBC since the re-organisation. There will be four Overview & Scrutiny committees, and Carole Cockburn is Chair of the Planning Committee (Southern) with Peter Isherwood as Vice-Chair. The East Street (Farnham) Judicial Review had been won by Waverley. The Memorial Hall development is progressing well and will have multiple community users.

### **10/17 Finance Committee and Approval of Cheques drawn**

- a. The cheque lists drawn for April 2017 were not available.  
S.137 payments as per cheque schedule. N/A
- b. The accounts for 2016/17 to 31<sup>st</sup> March 2017, previously approved and signed, were tabled.
- c. Members noted the comments made by the Internal Auditor. Cllr Beales quoted from his report which noted that FPC's financial and control systems were operating to a high standard. Members joined him in commending the Clerk.
- d. Members noted the updated Budget for 2017/18 as amended at the last meeting - Tabled.
- e. At the last meeting it was agreed to consider whether to join an association of local councils. At a previous meeting Council there had been a presentation from the Surrey & Sussex Association, and a similar presentation was given this evening by the Hampshire Association. Members discussed the alternatives and Agreed to join the Hampshire Association as a development partner on a trial basis, and to review its benefit to the Council at the Budget meeting in October 2017.

### **11/17 Planning, Environment & Highways Committee**

- a. Minutes of the meetings held on 22<sup>nd</sup> March, 19<sup>th</sup> April and 10<sup>th</sup> May 2017 (*previously circulated*) and all recommendations contained therein were confirmed and signed.

### **12/17 Recreation Ground & Pavilion Committee & Hollowdene Users Group (HUG)**

- a. Minutes of the Meeting held on 29<sup>th</sup> March 2017 (previously circulated) and all recommendation contained therein were confirmed and signed.
- b. Noted that the first meeting of the 'Long Term Strategy Group' was held on Thursday 11<sup>th</sup> May 2017 at 7.30pm. Notes have been circulated for information.
- c. Tree matters – following a meeting between Cllr Beales and Mr Swann concerning the Lime trees on the eastern boundary of Hollowdene Recreation ground. Mr Swann wants to remove 4 – 5 trees at his expense provided that the Council removes or otherwise reduces the height of the rest.  
Members considered the issues. It was Agreed that in the first instance Cllr Beales would seek advice from Colin Hall CPRE representative; consider the recent Tree Report with its recommendations; consider comparative costs of felling and pollarding; and consider how best to consult neighbours and public opinion generally. The Rec & HUG committee would be involved in this complex matter.
- d. Next Committee Meeting to be held on Wednesday 27<sup>th</sup> September 2017 at 7.30pm.
- e. A Condition Survey and report had been undertaken for the outside of the pavilion and tractor shed. One quotation has been received which was not acceptable due to cost; one did not quote and one was due. Agreed to appoint a contractor within the Clerk's delegated authority (£1,500) under FPC's Financial Regulations. Clerk and Chairman to approve.

**13/17 Phone Box Project**

- a. Project is moving forward with orders being placed. Electrics underway, internal equipment purchased and the current financial position is healthy.

C.Cllr Harmer and B.Cllr Adams left the meeting at this point 9.30pm.

Confidential Item. Separate papers.

**14/17 Shortfield Common**

The Old Chapel - Access over Shortfield Common

**15/17 Community Issues/Notices**

- a. Noted that the next Frensham Village Lunch date is 24<sup>th</sup> May 2017. All welcome.
- b. Cllr Andrews outlined the format of the Parish Council stall. Helpers are required for the set-up and manning the stall on 17th June 2017. Local voluntary groups will be participating alongside Councillors in the tent. Cllr Andrews is coordinating.
- c. Cllr Scimone said that the next Community Breakfasts would be on 20<sup>th</sup> May and 1<sup>st</sup> July.
- d. The 'in bloom' project team will plant more snowdrops at the War Memorial and other areas. The bed next to the shop parking has been planted with perennials and the troughs to be re-planted in due course.

**16/17 Councillors / Representatives attendance at meetings/seminars/consultations etc.**

None.

**17/17 Annual Assembly –Wednesday 12<sup>th</sup> April 2017 at 7.30pm in the Marindin Hall**

Councillors said that the Assembly went well, had excellent feedback, was most interesting and thanked Cllr Beales for managing the event so successfully. He said that next year he would use a similar format, possibly making use of the Marindin Hall's new overhead projector.

**18/17 Press releases/publicity and Website [www.frensham-pc.gov.uk](http://www.frensham-pc.gov.uk)**

News, updating and deleting required keeping the website 'fresh'.

**19/17 Staffing Matters**

Following the last meeting Mrs Rachel Audsley has been appointed as Administrative Assistant to the Parish Council from 1<sup>st</sup> April 2017 on the same terms as the previous assistant.

**20/17 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.

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

Meeting ended at: 10.20 pm

Next Planning Meeting Wednesday **31<sup>st</sup> May 2017 at 7.30pm.** Parish Office

NEXT COUNCIL MEETING **Wednesday 19<sup>th</sup> July 2017 AT 7.30PM** PARISH OFFICE