



East Tisted Parish Council

<http://www.easttisted.btck.co.uk/EastTistedParishCouncil>

Minutes of the Parish Council Meeting held on Thursday, 25 February 2016 at 7.30pm in East Tisted Village Hall, Gosport Road GU34 3QW

Present:	David Bowtell (Chairman) Mary Jane Carter (Councillor) Emma Dillnutt (Clerk) Helen Evison (Councillor) 2 Members of the Public
Copy to:	Mark Kemp Gee (County Councillor) Sandra Nichols (Councillor Applicant) Charles Louisson (District Councillor) Sir James Scott (Councillor) Matt Shepherd (Hampshire Constabulary)

MINUTES

1. Apologies and welcome.

Apologies had been RECEIVED from Cllr Sir James Scott, Cllr Kemp-Gee and Cllr Louisson. The Chairman welcomed those present.

2. Councillor co-option & staffing update

Members RECEIVED an emailed application from Sandra Nichols to fill the casual vacancy. There being no other applications and following due consideration Councillors unanimously APPROVED Sandra's co-option on to the Council. The Clerk will make contact to offer training and ensure completion of the appropriate documentation. **Action: CLERK**

Members RECEIVED the Clerk's resignation and acknowledged that she will continue in the role until the Annual General Meeting in May. Having approved the drafted advertisement it will be displayed on the noticeboards, the website and forwarded to HALC for display on their website. Councillors and those present AGREED to "spread the word" to find a replacement and Cllrs Carter and Evison AGREED to form an interview panel should candidates come forward. Any recommendation will then be made to Council at May's meeting for APPROVAL. **Anyone interested in the role should contact the incumbent or any Councillor for information.**

The Chairman also announced that whilst he will continue as a Councillor, he will not be standing as Chairman in May when the annual vote is taken.

3. Public Forum

a. & b. Members of the public present spoke as follows:-

- Larry Johnson (Neighbourhood Watch) informed the meeting that thankfully things have been quiet despite surrounding villages suffering crime activity. The email circulation list has increased and remains an effective communication mechanism. Having now stepped down from the area role to get involved with the village hall, Larry has received the District Commander's Commendation for his efforts and all present agreed this was well deserved.
- Basil Lansdale (East Tisted Community Website) has received a request through the website for a craft selling service to use the village hall to sell their wares - this was passed to Larry.



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- East Tisted Superfast Broadband Campaign - whilst an update is not currently available the activities of BT Openreach on the A32 is obvious and notice that this service is available is expected imminently.
- The Clerk reported that the A32FAG reports by the University of Portsmouth and HCC are now available and form the basis for fund applications for mitigation planning. Anyone wishing to view the reports should contact the Clerk.

The Chairman thanked the public for their input and closed the meeting for public participation.

4. Minutes of the previous meeting and matters arising.

Members RECEIVED the minutes of the Parish Council's meeting held on 10 December 2015 and the Chairman signed them as a correct record.

Matters arising were:

- 5.c. Members RECEIVED the reply from Andrew Haines, Chief Executive of the CAA without comment.

5. Declaration of interests.

No declarations were made.

6. Planning

No planning applications have been submitted in this period.

7. Responsible Financial Officer (pages 10 to 12 below)

- a. Members RECEIVED and unanimously APPROVED the Quarterly Financial Statement.
- b. Members APPROVED the removal of Kevin MacEntaggart and the addition of Cllr Nichols as signatories on the bank account. **Action: Clerk**
- c. The Clerk informed Councillors that she had still not received a response from HMRC concerning the software issue on the Parish Council's PAYE account. All payments are up to date and the Clerk will write a final letter to HMRC following the year end and when she ceases her employment to finalise and close the matter. **Action: Clerk**
- d. Members APPROVED the appointment of Derek Hall as internal auditor for 2015/16. The Clerk reported that changes to the audit of smaller councils from 2017 remain unclear and that this subject should be an agenda item for future meetings until the situation and actions required become clear. **Action: Clerk**
- e. Ground Maintenance
 - Members RECEIVED the three tenders for Ground Maintenance 2016 through to 2018 and unanimously APPROVED Tender A at £280 each in 2016 for the pond and playground rising to £315 each in 2017 & 2018. **Action: Clerk**
 - Members APPROVED a grant to Rotherfield Park Cricket Club to undertake the grass cutting of the cricket outfield for 2016 at £575. **Action: Clerk**
- f. Members APPROVED a grant of £50 to HomeStart Weywater. **Action: Clerk**
- g. Members APPROVED a grant of £500 to East Tisted Village Hall Committee for new flooring in the village hall. This will enable them to make a grant application to HCC. **Action: Clerk**



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8. Meetings to be held in 2016.

The next meeting will be held on Thursday 26 May 2016.

This will be the AGM at 7pm followed by the Annual Village Meeting at 8pm.

There being no other business, the Chairman closed the meeting at 8.15pm.

EmmaD

Clerk & Responsible Financial Officer

Friday, 26 February 2016

Signed as a correct record of events:

David Bowtell, Chairman

Date

7.a. Quarterly Financial Statement

10 Dec 2015	Bank Balance (*Reconciled to Bank Statement 58)	£4,208.32
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Payments Out	Brian Davey (2 nd Payment)	£280.00
	ET Village Hall (Hire fees)	£20.00
	ET with Colemore PCC	£300.00
	E Dillnutt (Dec salary)	£56.75
	E Dillnutt (Dec expenses)	£67.23
	E Dillnutt (Jan salary)	<u>£65.74</u>
		<u>£789.72</u>

Payments In	None
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25 Feb 2016	Bank Balance (*Reconciled to Bank Statement 60)	£3,418.60
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Notes: £390 allocated for community projects (pond/playground)
£31 VAT has been reclaimed
ROSPCA playground inspection due May 2016 circa £65.

2015/6 Six month contingency calculated to circa. £1.9K.
2016/17 Precept £3.5K - £2K in April and £1.5K in October.