

**THE ANNUAL GENERAL MEETING OF ALLBROOK AND NORTH BOYATT PARISH
COUNCIL WAS HELD ON 25 MAY 2011
AT CRESTWOOD SCHOOL AT 7PM**

PRESENT: Councillor Wall (Chairman), Councillor Mrs Symonds, Councillor Hawes, Councillor Mrs Sollitt, Councillor Mrs Calder, Councillor Smith and Councillor Mrs Evans

1. ELECTION OF THE CHAIRMAN FOR ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2011/12

RESOLVED: That Councillor Wall be appointed as Chairman of Allbrook and North Boyatt Parish Council for the Municipal Year 2011/2012.

2. ELECTION OF THE VICE CHAIRMAN FOR ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2011/12

RESOLVED: That Councillor Mrs Symonds be appointed as Vice Chairman of Allbrook and North Boyatt Parish Council for the Municipal Year 2011/2012.

3. APOLOGIES

An apology for inability to attend the meeting was received on behalf of Councillor Cossey.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL HELD ON 23RD MARCH 2011

A member of the public requested that Chartwell Close be added to the discussion regarding additional grit bins (item 88).

RESOLVED: That the Minutes of the meeting held on 23rd March 2011 be approved and signed by the Chairman as a true and correct record.

6. MATTERS ARISING

Kebab Van on Twyford Road

The Parish Clerk updated the Parish Council on events concerning the Kebab Van on Twyford Road since the last meeting. The Environmental Health Manager at Eastleigh Borough Council (EBC) informed the Parish Clerk that a mistake had been made in putting forward this site for approval. Following a complaint, EBC investigated further and acknowledged that the application to trade at this site should not have been processed. The Vendor had been notified that he would not be able to trade at this site any longer and had six weeks notice to stop trading. The six weeks period expired on Monday 23rd May 2011 and the Environmental Health Manager informed the Parish Clerk that they would check he had ceased trading.

Bus Stop on Allbrook Hill

The Parish Clerk updated the Parish Council on events concerning the Bus Stop on Allbrook Hill since the last meeting. The Assistant Engineer at EBC had informed the Parish

Clerk that a contractor had been arranged to make the repairs in early/ mid June 2011.

Allotments

Lincoln's Rise Allotments: The Transfer of Deeds had been signed by the Parish Council and had been sent to the Solicitors. The Parish Council was waiting for formal confirmation of the transfer.

Broomhill Allotments: The Parish Council was still awaiting the Transfer of Deeds. The delay was due to a dispute over a small area of land.

Allotments Committee: The Parish Clerk suggested the creation of an Allotment Committee to deal with the day to day administration of the two allotment sites. It was suggested that the committee would be formed once the Parish Council had received formal confirmation of the transfer of both allotments. The terms of reference of the Allotment Committee would be discussed and agreed once the transfer had taken place. Councillors approved the formation of an allotment committee.

Developers Contributions – Play Area Public Consultation

The Parish Clerk reminded members of the public, that the public consultation was ongoing and deadline for responses was Monday 4th July 2011. The results of the play area consultation would be discussed at the next meeting (27th July 2011).

Sure Start Update

The Parish Clerk updated the Parish Council on Sure Start since the Annual Parish Meeting. Unfortunately County Councillor Thomas was unable to attend the meeting, but had informed the Parish Clerk of the current situation. The Leader of the County Council had advised that centres were to be merged, reducing the total from 81 to approximately 50. 35 managers and 30 other staff would be made redundant. The County Council also planned to outsource the Sure Start Centres to third party providers, but at the current time it was unclear who this would be. Councillor Thomas wished to inform members of the public that 'Mums' of the Centre had been campaigning against the cuts and would welcome support from members of the public.

Hampshire Countryside Access Plan Winchester Sub Group

The Parish Clerk informed the Council that Hampshire Countryside Access Forum had been set up several years ago to ensure that the different issues concerning public access were identified. The forum had created a sub group for Winchester and requested the Parish Council to nominate a Councillor to sit on the new sub group. Councillors requested that the Parish Clerk identify when the meetings were to be held. It was agreed once this had been established, a Member would be nominated.

7. PCSO – KIRSTY PAICE

The Parish Council welcomed PCSO Kirsty Paice to her first Parish Council meeting.

PCSO Paice circulated a Community Policing leaflet to Councillors and members of the public (see attached as appendix 1).

PCSO Paice informed the Council that Eastleigh Central beat had four officers in the Boyatt Wood and Allbrook area. They were:

- PS 2502 Spellerberg
- PC White
- PCSO 14461 Higgins
- PCSO 14876 Paice.

They had been patrolling around the area for a couple of months now and the public had recognised an increase in their visibility and reduction of anti social behaviour.

The Parish Council were informed that if they witnessed any crimes, they should ring '101' or email: Eastleigh.central.snt@hampshire.pnn.police.uk. Unless crimes were reported, the police would not be able to respond to them.

PCSO Paice noted that the Allbrook and North Boyatt area was not a particularly high crime area and hoped that the presence of Police Officers, especially PCSO's would help the area to remain safe. The Parish Council was informed that the Police had recently had to deal with a number of burglaries in the local area.

The Chairman thanked PCSO Paice for attending and noted the Council was glad to hear positive remarks concerning PCSO Officers especially as the Parish Council was part funding them.

8a. GRANT APPLICATION: 'KICK ABOUT WITH A COPPER'

The Chairman welcomed PCSO Ben Housley to the meeting.

PCSO Housley introduced his grant application to the Parish Council and circulated a leaflet regarding ASB/ Youth Nuisance and his grant application (attached to the minutes as appendix 2).

The Parish Council was informed that the aim of the grant was to reduce anti social behaviour in the Eastleigh area. This was to be achieved through a football tournament run through out the summer holidays, called 'Kick About with a Copper'. The tournament would begin on Thursday 28th July 2011 at Toynbee School and would be open to all children from the local schools (Toynbee, Crestwood and Thronden). Teams would play against a team of Police Officers and PCSO's. There would also be underage drinking and sexual health stalls giving advice to the attending teenagers. It was hoped that the Police Officers and PCSO's involved would develop a relationship with the teenagers and this would be another way of reducing anti social behaviour in the Eastleigh area.

The event was advertised through Facebook, EBC's website and by PCSO Housley attending the local schools.

To run this event throughout the summer, PCSO Housley informed the Council that he needed to purchase portable goals. Two portable goals cost approximately £200 and PCSO Housley hoped to raise this money through grants of £50 from the local Parish Councils whose teenagers would benefit. Chandlers Ford Parish Council had granted PCSO Housley a grant and he was due to meet with Test Valley Parish Council over the next couple of weeks.

PCSO Housley advised the Council that he planned to review the success of the event after the summer and report back to the Parish Council.

Members of the public thought that the scheme was a very good idea and encouraged the Parish Council to approve it.

Councillor Mrs Calder asked whether the scheme was mainly for boys. PCSO Housley replied that it was open to all teenagers in year 10 and 11 and there was a female PCSO

Officer involved in the scheme. He anticipated a number of girls to attend, to play football or just watch the boys play.

The Parish Council agreed to support the grant application and awarded PCSO Housley a grant of £50 for the football tournament in July and ongoing Kick About with a Copper scheme.

RESOLVED: that the Parish Council grant PCSO Ben Housley £50 for the football tournament in July and ongoing Kick About with a Copper scheme.

8b. REVIEW OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL'S GRANT POLICY

The Parish Council considered a report by the Parish Clerk which reviewed the Parish Council's grant policy.

RESOLVED: that the Parish Council approved the existing grant policy, without amendment.

9. REVIEW OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL'S POLICIES AND REGULATIONS

The Parish Council considered a report by the Parish Clerk which reviewed the Parish Council's standing orders, financial regulations, banking arrangements and asset register.

STANDING ORDERS

RESOLVED: that the Parish Council approved the existing standing orders, without amendment.

FINANCIAL REGULATIONS

RESOLVED: that the Parish Council approved the existing financial regulations, without amendment.

BANKING ARRANGEMENTS

RESOLVED: that the Parish Council approved the banking arrangements, without amendment.

ASSET REGISTER

RESOLVED: that the Parish Council approved the asset register, without amendment.

10. COUNCIL INSURANCE

The Parish Council considered a report by the Parish Clerk concerning the Council's insurance for 2011/12.

Councillors were informed that the policies were chosen from two well known providers, Aviva and Zurich, and that the policies were like for like.

Councillors agreed to remain with Zurich.

RESOLVED: that Zurich will provide Allbrook and North Boyatt Parish Council's insurance for 2011/12.

11. MEMBERSHIP OF HAMPSHIRE ASSOCIATION OF LOCAL COUNCILS FOR 2011/12

The Parish Council considered a report by the Parish Clerk concerning the renewal of membership of the Hampshire Association of Local Councils (HALC) for 2011/12.

The Parish Council discussed the benefits of the membership and agreed to renew its membership for 2011/12.

RESOLVED: that Allbrook and North Boyatt Parish Council would renew its membership to HALC for 2011/12.

12. TRAFFIC PROPOSALS

The Parish Council considered a report by the Parish Clerk which informed Councillors of recent traffic issues that members of the public had brought to the attention of the Clerk. The Chairman noted that the Parish Council did not have the power to implement any traffic proposals, as this was under the jurisdiction of Eastleigh Borough Council or Hampshire County Council. However the Council was happy to note concerns of the residents and pass them on to the relevant body for consideration.

PROPOSED TRAFFIC LIGHTS ON ALLBROOK HILL

The Chairman invited Mr Rowan Beesley to address the Council.

Mr Beesley explained that he was a resident of Allbrook Hill and wished to raise the problem of traffic on Allbrook Hill. Due to the width of the road and parked cars, there was only space for single file traffic up and down the hill. However not all drivers took this into consideration and Mr Beesley had suffered damage to his car on numerous occasions. Drivers had also been known to mount the pavement to pass parked cars. Mr Beesley suggested traffic lights at the top of the hill by Twyford Road and at the bottom by the mini roundabout and bus stop. This would make cars pass through the road in single file and prevent dangerous driving. Other members of the public agreed that Allbrook Hill was a dangerous road to drive down and that many avoided that road, especially during rush hour.

SPEED LIMIT ON ALLBROOK KNOLL

The Council had been contacted by Ms Diana Leahy regarding reducing the speed on Allbrook Knoll from 30mph to 20mph due to cars parked on the road which prevents two cars passing each other and a number of children who play on the road. The Council suggested that '20 is plenty signs' could be advantageous.

PEDESTRIAN REFUGE ON WOODSIDE AVENUE

A member of the public raised the lack of crossing places on the busy Woodside Avenue at the last meeting, 23rd March 2011 and suggested a pedestrian refuge. Councillors agreed that Woodside Avenue was a potentially dangerous road to cross, especially if you were elderly.

FOOTPATH FOR ROOKWOOD CLOSE

Mr Mervin Coombes suggested a new footpath running along side Rookwood Close and around to Chartwell Close (see map attached as appendix 3).

The Council agreed to write a detailed letter to EBC Highways noting the concerns of residents regarding the above traffic issues. The letter would be forwarded to Councillors and the residents concerned. The Parish Clerk would also arrange for a traffic engineer to attend a future meeting of the Council (21st September 2011) to discuss the options available for the above sites.

WASTE BIN ON ALLBROOK HILL

Residents also raised the matter of overflowing waste bins on Allbrook Hill. They advised that the bins were constantly full and requested larger bins and for them to be emptied more often. The Parish Clerk informed the Council that they would inquire to the cost of purchasing a larger bin and ask Streetscene at EBC to empty the bins more frequently.

RESOLVED: that, the Parish Clerk would;

1. write a detailed letter to EBC Highways noting the concerns of residents regarding Allbrook Hill, Allbrook Knoll and Woodside Avenue;
2. arrange for a traffic engineer at EBC to attend a future Allbrook and North Boyatt parish Council meeting to discuss the traffic options for Allbrook Hill, Allbrook Knoll and Woodside Avenue;
3. inquire to the cost of purchasing a larger bin for Allbrook Hill; and
4. advised Streetscene at EBC to empty the bins more regularly on Allbrook Hill.

13. CORRESPONDENCE

The Parish Council considered a report by the Parish Clerk which advised Councillors on correspondence received by the Parish Clerk since the last meeting. The Parish Clerk circulated two further pieces of correspondence (attached to these minutes as appendix 4).

PROPOSED OPEN SPACE AT OTTERBOURNE HILL

The Parish Council had received correspondence from the Pegasus Planning Group inquiring as to whether the Parish Council would be interested in owning the open space on Otterbourne Hill by the Shared Care Dementia Living Scheme, if the planning application was passed by EBC. The Pegasus Planning Group proposed a maintenance regime and appropriate funds would be made available from the management body. They proposed an overall sum of £40,000, as well as a supervision fee (approximately £3,000) to cover the initial laying out and landscaping of the open space and its handover to the managing organisation. The Parish Council was informed that if it accepted this offer, it would be responsible for the maintenance of the open space land.

The Chairman summed up the two questions the Parish Council had to address at the meeting:

1. should the Allbrook and North Boyatt Parish Council own and maintain the open space; and
2. should Allbrook and North Boyatt Parish Council accept the maintenance money from Pegasus Planning Group.

Councillors believed this to be a good project for the Parish Council. It would enable the Parish Council to have ownership of a piece of open space and would prevent further developments being built in that area. Councillors were also happy to hear that Otterbourne Village Council were happy to provide access to the open space through their land. The Parish Council agreed to accept both the land and maintenance money. The Chairman would write to Pegasus Planning Group informing them of the Parish Councils acceptance of their offer, on the condition that the planning application was approved by EBC.

RESOLVED: That (subject to the planning application being approved at EBC), the

1. Parish Council accept the offer of open space on Otterbourne Hill;
2. Parish Council accept the maintenance fee; and
3. Chairman inform the Pegasus Planning Group of the Parish Council's decision.

PLANNING FOR TRAVELLERS SITES

The Parish Council had received correspondence from the National Association of Local Councils (NALC) regarding a national public consultation on the matter of Planning for Traveller Sites. The consultation began on 13th April 2011 and was to close on 6th July 2011. The Parish Council was asked whether it would like to respond to this consultation, the deadline for responses to the NALC was 22nd June 2011.

Members of the public welcomed a strong stance from the current government and encouraged the Parish Council to include a response from Allbrook and North Boyatt. The area had experienced some trouble with Travellers over the last few years and certain sites, such as the Rookwood site, were still not secure.

It was agreed that the Parish Clerk would write to EBC inquiring what their response was and what policy they had in place regarding travellers, the Parish Clerk would circulate the response to Councillors. Councillor Mrs Evans would then coordinate a response from the Parish Council and forward it to the NALC. Updates concerning this consultation would be reported to later Parish Council meetings.

RESOLVED: That,

1. the Parish Clerk inquire what EBC's response would be and what policy they had in place regarding Travellers, this would be reported back to Councillors;
2. Councillor Mrs Evans would coordinate a response for the Parish Council and forward this to NALC by 22nd June 2011; and
3. the Parish Clerk would provide regular updates at future Parish Council meetings.

14. ANNUAL RETURN

The Parish Council considered a report by the Parish Clerk which sought to update members on the Annual Return for the Parish Council.

The Parish Clerk advised that all Parish Councils by law were required to prepare accounting statements for the year ending 31st March 2011 in the form of proper practices, the completion of the Annual Return. The Parish Clerk, as Responsible Financial Officer for the Parish Clerk, had completed the Annual Return, and sought approval from the Council. The Parish Clerk also advised the Parish Council of relevant deadlines and that the internal audit was to take place on Tuesday 31st May 2011.

The Parish Council considered the report and Annual Return and approved all figures and statements. The Chairman signed the Annual Return.

RESOLVED: That, the Annual Return be signed by the Chairman as a true reflection of the accounting statements of Allbrook and North Boyatt Parish Council.

15. FINANCIAL MATTERS

Budget Monitoring: The Parish Council considered the budget monitoring schedule up to

25th May 2011.

RESOLVED: That the schedule be noted.

Clerk's Salary and Expenditure: The Parish Council considered the paper on expenditure, which detailed cheques for endorsement and new cheques to be issued. Members agreed to endorse all cheques presented in the report.

New payments

<i>Cheque no</i>	<i>Detail</i>	Net	VAT	Total
020	Eastleigh Borough Council Council Tax Leaflet 2011/12	£34.00	£6.80	£40.80
021	Hampshire Association of Local Councils HALC Affiliation Fees & NALC Levy for 2011/12	£360.00		£360.00
022	Eastleigh Borough Council Printing of new Name Plates	£5.00	£1.53	£6.53
023	HMRC Clerk Income Tax for 2011/12 Quarter 1	£199.40		£199.40
024	The Soccer Store Grant request	£50.00		£50.00
025	Carly Grainger (Parish Clerk) Clerk Salary & expenses for Quarter 1	£962.32		£962.32
026	Community First Parish Council Insurance for 2011/12	£201.60		£201.60

Chqs for Endorsement

019	Clerk Income Tax for 2010/11 HMRC	£207.60		£207.60
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Payment Schedule for the Clerk's Salary and Income Tax for the Financial Year 2011/12: The Parish Council considered the paper on wage and tax for 2011/12. Members approved the schedule.

RESOLVED: That,

- a) the payment to HMRC for income tax 2010/11 be endorsed; and
- b) authority be given for the payment of cheque 019 - 026.

16. DATES OF PARISH COUNCIL MEETINGS IN 2011/12

The Parish Council considered a report by the Parish Clerk which advised the Parish on all meeting dates for 2011/12. The report was noted.

17. CONFIDENTIAL BUSINESS

RESOLVED: That in relation to the following item the public be excluded from the meeting,
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as it is likely, in view of the nature of the business to be transacted, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the cases, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the reports.

CHAIRMAN'S REPORT - PARISH CLERK'S SALARY

RESOLVED: That, the Parish Clerk's contracted hours increase from 5 hours to 8 hours a week, as of 1st April 2011, remaining at the current NJC salary point 20. The Clerk's hours and salary scale point to be reviewed in November 2011.

The meeting ended at 8.55p.m.

CHAIRMAN