

**MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT  
PARISH COUNCIL  
HELD ON WEDNESDAY, 20 MAY 2015  
AT CRESTWOOD SCHOOL  
(7:00 pm - 8:04 pm)**

**PRESENT:** Councillor Mrs Sollitt (Chair); Councillors Symonds, Bain, Barham, Carney and Trenchard

Apologies for absence were received from Councillors Betts and Freemantle

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1. ELECTION OF THE CHAIRMAN OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2015/16

**RESOLVED –**

**That Councillor Sollitt be elected as Chairman for the municipal year 2015/16.**

2. ELECTION OF THE VICE CHAIRMAN OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL FOR THE MUNICIPAL YEAR 2015/16

**RESOLVED –**

**That Councillor Kathy Symonds be elected as Vice Chairman for the municipal year 2015/16.**

3. PUBLIC PARTICIPATION

There was none on this occasion.

4. DECLARATIONS OF INTEREST

Councillor Mrs Kathleen Symonds declared a Disclosable Pecuniary Interest in agenda item 6, Allotment Update, because she rents an allotment from the Parish Council.

Councillor Mrs Kathleen Symonds declared a Non Pecuniary Interest in agenda item 7, PCSO Update, because she works for Hampshire Constabulary.

5. MINUTES

**RESOLVED –**

**That the Minutes of the meeting held on 25 March 2015 be approved and signed as a correct record subject to the addition of the two road**

**names; Dragonfly Way and Beale Crescent under the Allbrook Meadow Road Name item.**

6. ALLOTMENT UPDATE

The Allotment Officer reported that there was a dangerous Oak tree protected by a TPO, at the Broomhill site. The Site Representative was awaiting a quote for the removal of the dead branches. Once a quote had been received, this would be submitted to Council for approval.

She confirmed that further discussion had taken place over the size of a hen area and the amount of hens within it. Guidelines were one hen per two m<sup>2</sup>. Thus allowing a maximum of 16 hens on a five rod plot.

The Lincoln's Rise Site Representative reported that four pieces of the Parish Council owned equipment; a mower, strimmer, hose and rotavator were currently stored in his personal shed, for use by the tenants at Lincoln's Rise. He had requested a separate storage unit from the Parish Council and was willing to surrender part of his allotment plot for the siting of the unit. A quote was being obtained and would be reported back to the next meeting.

The Site Representative's had proposed that the surplus land adjacent to shed number 5 be allocated to potentially site five sheds for the half size plot holders. Members agreed that if this land was surplus then providing the plot holders purchased their own sheds they were in agreement to the surplus land being used for that purpose.

The Allotment Officer advised that four picnic tables had been donated by the Allotment Association which would be distributed throughout the site for everyone to enjoy. The Allotment Association had also paid for the repair of the trolley at a cost of £70.

**RESOLVED –**

**(1) That the surplus land adjacent to shed five be used for siting sheds for those half size plot holders who wanted to purchase their own shed; and**

**(2) That the report be noted.**

7. PCSO UPDATE

There was no PCSO in attendance.

8. ELECTIONS

The Chair advised that in the recent elections Councillor Sarah Bain had been elected onto the Borough Council representing Eastleigh North. She

also advised that the Eastleigh constituency now had a new MP Mims Davies.

## 9. MATTERS ARISING

### Councillor business cards/Parish Council email addresses

The Clerk advised that Councillor Betts had suggested that Members may wish to have business cards made up using the parish logo and with their contact details. The Clerk felt that perhaps it was something all Members could have and sought the Council's ideas. Due to Councillor Betts being unable to attend the meeting it was considered appropriate to defer this item to the next meeting.

Members were advised by the Clerk that they could each have a web based mail account that would all have the same suffix and would perhaps look more professional and uniform on the website and or business cards. Members agreed that this would look more professional and agreed that this should be investigated further. The Clerk would report back to Members when the email addresses had been confirmed.

### Planning application – The Paddock

The Clerk advised that this would not be going to the Eastleigh Local Area Committee meeting on 2 June as previously thought and she would keep the Council updated with the progress of the application.

### Lych Gate – Allbrook Meadow

The Clerk tabled copies of Paul Sivell's design for the Lych gate at Allbrook Meadow and advised of the current timetable of the development. It was hoped that Councillor Betts could update the Council at the next meeting as he had attended a meeting with the developers and action group.

### Boyatt Lane – update from Clerk

The Clerk advised that she had spoken to the Borough Council Engineers who advised she would need to contact the County about the debris on Boyatt Lane. The Clerk confirmed that she had reported the issue to the County via their website. A response was now awaited.

### Pedestrian in Road Sign

The Chair advised that she felt that a warning sign should be placed before the bridge in Allbrook Hill as this was very dangerous when pedestrians were crossing there. The Clerk was asked to investigate whether the Council could install a sign and the cost of doing so. The Clerk advised that she would report back to the next meeting.

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

Consideration was given to the Council's Policies and Regulations and it was agreed to adopt them with no amendments.

**RESOLVED –**

**That the Standing Orders; Financial Regulations; Banking Arrangements; Asset Register and Risk Assessment be adopted with no amendments.**

11. COUNCIL INSURANCE

Members considered the report of the Parish Clerk regarding the Council's insurance. Members were advised that the cost of insurance had raised by £8.85 since last year to a total of £693.85. The Council had a legal responsibility to make sure the whole Parish was insured in order that the Council were covered for any incidents within the Parish boundary. This obviously included insurance to cover the Council's equipment and buildings at the allotments. Members felt that this was a reasonable cost to bear to protect the Council and agreed with the recommendation of the Clerk.

**RESOLVED –**

**That the Council's insurance for the year 2015/16 be approved at a cost of £693.85.**

12. FINANCE MATTERS

The Parish Council considered the papers on expenditure which detailed cheques to be issued. Members agreed to endorse all cheques presented in the report as listed below:

|     |  |          |
|-----|--|----------|
| 232 | Eastleigh Borough Council<br>Mar Wages             | £ 463.94 |
| 233 | Hampshire County Council<br>Crestwood Room Booking | £ 30.00  |
| 234 | Eastleigh Borough Council<br>Apr Wages             | £ 475.17 |
| 235 | Mobile Mini UK Ltd<br>Container Hire Apr-Jun       | £ 78.16  |
| 236 | British Gas<br>BH Allotments                       | £ 40.98  |

|     |                              |                  |
|-----|------------------------------|------------------|
| 237 | N Exelby<br>LR Allotments    | £ 23.32          |
| 238 | L Greenslade<br>Expenses     | £ 87.50          |
| 239 | Fairtrade for Eastleigh      | £ 15.00          |
| 240 | A Thorne<br>Expenses         | £ 73.75          |
| 241 | D Ward<br>Allotment Expenses | £ 28.66          |
|     |                              | <b>£ 1316.48</b> |

**RESOLVED –**

**That authority be given for the payment of cheques 232 – 241.**

## (a) Financial Risk Assessment

The Clerk also advised that the new auditors had offered to perform a financial risk assessment in addition to the annual audit at the extra cost of £60.00. Members deemed that this was unnecessary at the present time but may consider it in the future.

**RESOLVED –**

**That the financial risk assessment should not be undertaken at present but reviewed next year to ascertain whether it was necessary.**

13. DATE OF NEXT MEETING - WEDNESDAY 29 JULY 2015

It was confirmed that the next meeting would be held on Wednesday 29 July 2015 at 7pm in Crestwood School.

Councillor Bain advised that there was a PACT Meeting on Tuesday 9 June 6:30 pm at Crestwood School for those who wanted to attend.

Councillor Sollitt advised that the Eastleigh Mardi Gras would be taking place on 19 September 2015 with a VE/VJ Day theme.