

## MINUTES OF LOCKERLEY PARISH COUNCIL MEETING

**Held on Monday 19th April 2010 at 8.20 p.m. in the Parish Room**

**PRESENT:** Parish Cllrs. Michael Bowyer, [MB] in the chair, Paul Butler [PB], Roger Fawcett [RF], Andy Harper [AH] Tim Iles [TI], Barbara Boby [BB]

5 members of the public were present. Clerk: Frances Hanks [FH].

**APOLOGIES:** None.

**96) DECLARATIONS OF INTEREST:** None.

**97) MINUTES OF THE MEETING:** held on 15<sup>th</sup> March 2010 *were unanimously agreed and signed as a correct record by the chairman at the meeting.*

**98) OPEN FORUM:**

a) **Distraction Burglary:** *Agreed clerk would raise awareness of this in the next newsletter.*

**FH**

**99) FINANCE: Current financial position:** Treasurers account (as at 31/03/10) £626.10  
Premier Interest Account (as at 31/03/10) £5,185.38  
Total Funds -----  
£ 5,811.48

a) **The end of year accounts for y/e 31/03/10 and supporting statement:** was approved.

b) **Payment Approved: [R] = retrospective**

Apogee – photocopier maintenance £35.35 + VAT	LGA 1972 s111	£41.54
HALC – Annual affiliation fee	LGA 1972 s111	£217.00
Winchester Diocesan – Glebe rental 6 months	OSA1906s9&10	£140.00
Hampshire Playing Field Assoc. Annual Subscription	LGA1972s111	£20.00
TVBC Parish Room Business Rates [ <b>Direct Debit</b> ]	LGA1972s133	£148.55
**F Hanks – Salary April	LGA 1972 s112	£506.34
- Salary May	LGA 1972 s112	£506.34
F Hanks – Reimburse Stationary & Expenses	LG(FP)A1963s5	
2 months Office All. £25.00	“	
Broadband (2 x £10.12) £20.24	“	
Postage £1.56	“	
Mileage £ 3.30	“	£50.10

c) **Payments Received:** John Hanks Hire of Parish Room £60.00

d) **Effectiveness of Internal Audit; *tba***

**FH**

e) **Annual Audit Return for the year ending 31 March 2010;**

i) **Statement of Accounts:** & supporting documentation *was approved*

ii) **The Annual Governance Statement :** (as follows) *was approved.*

- (1) We have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit regulations and proper practices.
- (2) We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- (3) We have taken all reasonable steps to assure ourselves there are no matters of actual or potential non-compliance with laws, regulations and codes of practice, which could have a significant financial effect on the ability of the council to conduct its business or on its finances.
- (4) We have provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.
- (5) We have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

- (6) We have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems and carried out a review of its effectiveness.
- (7) We have taken appropriate action on all matters raised in reports from the internal and external audit.
- (8) We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the council and, where appropriate have included them in the statement of accounts

- f) **Risk Assessment Review** *tba* FH
- g) **Bank Mandate:** *Agreed to include Roger Fawcett and Andy Harper as signatories. The form was signed at the meeting. Andy to provide clerk with required details/ documentation for her to take to bank* AH/FH

**100) HIGHWAYS:**

- a) **Outstanding Issues:** Noted no progress to report.
- b) **Salt Bins:** *List agreed, clerk to submit to HCC.* FH
- c) **Parish Lengthman Scheme:** *Agreed the following jobs should be requested:* FH
  - i) *Bus Shelter – Removal of Graffiti*
  - ii) *Flooding Chapel Farm corner – bank needs digging*
  - iii) *Romsey Rd Road drain 30yds N of Old Vicarage- clean access to gully*
- d) **Garage junction Butts Green - Provision of Safety Mirror:** *Agreed Clerk to inform Gerry Hewitt that provision agreed in principle subject to confirming exact location and obtaining relevant permissions.* FH

**101) GREENS AND OPEN SPACES.**

- a) **Lockerley Green:**
  - i) **Climbing Frame** – Roger reported all weekly inspections had been satisfactory.
  - ii) **Unmade Roadway** – *agreed Tim to provide clerk with a specification a.s.a.p so quotations can be obtained.* TI/FH
- b) **Butts Green:**
  - i) **GOLPA Edging** – Noted lack of progress due to cold wet weather. Barbara reported lifting opposite school sign and Oakley House. *Agreed clerk to inform Promow prior to commencement of work.* FH
  - ii) **Parking Survey** – was considered but felt it did not provide sufficient evidence to take any action. *Agreed Roger to obtain police view at next LAG meeting of parking on Butts Green corner* RF  
Clerk informed that she has asked for an update re. the portacabin with the enforcement officer but has had no reply. *Agreed to follow up again and cc Paul Jackson.* FH

**101) LOW COST HOUSING:** Responses from Hyde Housing and Drew Smith re bricks and possible opening event noted. *Agreed clerk to ask about the Parish Councils involvement in ensuring “local connection” and request sight of the short list.* FH

**102) OTHER OUTSTANDING ISSUES:**

- a) **Benches:** *Agreed Roger & Tim to co-ordinate working party for maintenance of benches.* RF/TI

**103) PLANNING:**

- a) **New applications (since last meeting)**
  - i) **Objection:**  
**10/00404/FULLS** Continuation of use of land as single gypsy plot **Furb, Newtown Road**  
Reason: It is an inappropriate site for a mobile home and/or gypsy plot
  - ii) **No Comment:**  
**09/02583/FULLS** Construction of detached building ancillary to dwelling house **Bussells, Cooks Lane**
  - iii) **No Objection:**  
**10/00659/FULLS** Conversion with change of use of outbuilding to accommodation ancillary to dwelling **New Farm Cottage, Carters Clay Road**  
**Comment:** This will improve a poor outbuilding and if linked to the existing farmhouse will not provide a precedent to others.
- b) **Decisions:** None

**104) CORRESPONDENCE:** All correspondence was available to councillors at meeting.

**105) MEETINGS AND EVENTS: Police Local Action Group 06/04/10** notes of the meeting were circulated.

Next meeting 08/06/10.

**106) PARISHIONERS QUESTIONS:**

a) **Unmade road Lockerley Green** – It was confirmed that the roadway just north of Top Green bridge would be included in the specification and the cost covered by residents affected.

**107) DATE OF NEXT MEETING:**

a) **Annual General Meeting 17/05/10** Note: this will be for election of officers only as clerk will not be able to attend meeting. *Agreed Barbara would make notes to enable clerk to produce minutes for approval* **BB**  
**The meeting closed at 09.20pm**