BENTWORTH PARISH COUNCIL

Chair: Mrs Jane Costigan

Clerk: Louisa Thomson
Email: clerk@bentworthparishcouncil.org

MINUTES OF MEETING

Tuesday 16th May 2023 at St Marys Church

Present:

Parish Councillors	Clerk	District & County Councillors	Others
Neal Day Veronica Parker Scott Neville Tim Lipscombe (Outgoing Chair)	Louisa Thomson	Tony Costigan	Members of the public

Tim Lipscombe opened the meeting.

23.038 ELECTION OF CHAIRMAN
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: That Councillor Neal Day is elected as Chairman. Chairman Day signed a declaration of acceptance of office.

Tim Lipscombe handed over to Neal Day and left the meeting.

23.039 ELECTION OF VICE-CHAIRMAN
Proposed Veronica Parker, Seconded Neal Day, UNANIMOUSLY RESOLVED: That Councillor Nikki White is elected as Vice-Chairman. Vice-Chairman White will sign the declaration of acceptance of office and attend the June meeting.

23.040 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Nikki White.

23.041 CONFIRMATION OF MINUTES – Unanimously Resolved
The Minutes of the Council meeting held on 4th April 2023, copies previously circulated. **Proposed as a true record by Veronica Parker, Seconded Scott Neville and UNANIMOUSLY RESOLVED and signed by chairman Neal Day.**

23.042 PUBLIC PARTICIPATION
Members of the public questioned council regarding focus on community priorities and keeping the Action Log updated and available to members of the public.

They stated the village looks a mess and asked why the Parish Council doesn't take responsibility with grass cutting being on the agenda several times now without any resolution. They questioned why the clerk as the paid employee of the council doesn't do more.

District Councillor Tony Costigan responded explaining that he has spent a lot of time establishing ownership of the green and therefore who is responsible for maintaining it before the Parish Council spends public money on maintenance. It has now been established that the green is owned by Hampshire Highway who will probably only cut it once or twice a year which is why this item is on today's agenda for the council to decide what to do going forward.

<u>Councillor Co-option</u>
Council currently has four vacancies. **Proposed Veronica Parker, Seconded Neal Day, UNANIMOUSLY RESOLVED:** that Tony Costigan of The Old Cricketers Inn, Odiham is co-opted to join the council. Councillor Costigan signed the Declaration of Acceptance of Office.

23.043 REPORT FROM DISTRICT COUNCILLOR TONY COSTIGAN
East Hampshire District Council elections, conservative have gone from 42 seats to 19. As things stand the council will be controlled by the Liberal Democrates and Tony will be on the back benches. It had been hoped there would be a coalition with Whitehill & Bordon Councillors but the offer has been withdrawn. There's a full meeting of Council on 17th May where the cabinet will step down.

All Parishes have issues with grass cutting and roads.

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23.044 COUNCIL REGULATION AND PROCEDURES
Council reviewed the regulations and procedures, **Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED:** the regulations and procedures are confirmed and fit for purpose.

a) Standing Orders
b) Financial Regulations
c) Grant Awarding Policy & Procedure and Application Form
d) Social Media Policy
e) East Hampshire District Council Code of Conduct
f) Complaint Handling Procedure
g) Risk Assessment

Copies to be added to the Parish Council website detailing the review/adoption date and minute reference.

Disciplinary and Grievance Policy postponed until the June meeting to correct inconsistencies.

23.045 REVIEW OF DELEGATED ARRANGEMENTS FOR COMMITTEES
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: Delegated arrangements for Planning Committee are confirmed fit for purpose.

23.046 TERMS OF REFERENCE
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: Terms of Reference for the Planning Committee are current and fit for purpose.

Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED to suspend Standing Orders so a member of the public can address council regarding the next item.

A member of the public questioned the pond liner being an insurable item as wear and tear and damage from plants growing through the liner probably aren't covered by insurance.

The Clerk will look into this with the insurance company.

Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED to reinstate Standing Orders.

23.047 ASSET REGISTER
Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED: The Asset Register is current and correct.

23.048 INSURANCE
Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED to renew with Zurich Municipal, renewal fee £410.56.
Clerk to circulate renewal documentation to Councillors to confirm the Council has met any conditions regarding the Public Liability.

23.049 GRANT APPLICATION
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: to approve the grant application from Victim Support for £50.

23.050 GRASS CUTTING
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: to ask a local contractor to cut the grass on the green, expenditure approved not exceeding £120. Quotations for further green grass cutting to be decided at the next meeting.

23.051 SCHOOL FIELD ACCESS
Residents where unsure how to access the school field out of hours, Veronica Parker has put a notice in the villager informing residents of access.

23.052 MEETING VENUE
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED: to hold Parish Council meetings at the Jubilee Hall for the next twelve months and then to review.

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23.053 ANNUAL PARISH MEETING
Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED: to hold the Annual Parish Meeting at the Jubilee Hall on Tuesday 30th May, if available. If unavailable to book on the next Tuesday or Thursday following. Neal Day will purchase cheese and wine.

23.054 PHOTO COMPETITION
The winner will be announced at the Annual Parish Meeting and presented with a prize, which has been donated.

23.055 PAYROLL
Recommended by the Internal Auditor to move the payroll processing to an outside provider.
Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED: to move the payroll processing to DCK Payroll Solutions Ltd. Monthly payroll processing £30.30 per month. Year End payroll processing £30.30 plus initial set up fee, client set up £12.50, employee set up £5 per person.

23.056 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23

a) Council confirmed receipt of the Annual Internal Audit Report carried out by Farsight Consulting.

b) i) Annual Governance Statement 2022/23 – Council completed the Annual Governance Statement. **Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED** it is signed by Chairman Neal Day and Clerk Louisa Thomson.

ii) Accounting Statements 2022/23 – The Annual Accounts for the year ended 31st March 2023 were presented to council for approval. **Proposed Scott Neville, Seconded Veronica Parker, UNANIMOUSLY RESOLVED** that the Accounting Statements 2022/23 are approved, and were signed by Chairman Neal Day, Clerk Louisa Thomson had signed before presenting to council.

iii) Notice of Public Rights dates Monday 19th June 2023 to Friday 28th July 2023.

23.057 ACCOUNTS 2023/24
Proposed Veronica Parker, Seconded Scott Neville, UNANIMOUSLY RESOLVED to approve the following payments:

a)	Louisa Thomson – Clerk Salary April 2023 (previously paid)	£476.73
b)	Louisa Thomson – Clerk's expenses April 2023	£ 98.81
c)	Zurich Municipal – Insurance renewal (if approved in item 12.)	£410.56
d)	Victim Support – Grant (if approved in item 13.)	£ 50.00
e)	April Skies Accounting – Internal Audit	£289.40
f)	Tim Lipscombe – Domain renewal	£ 23.96
g)	Hampshire Association of Local Councils	£272.94

23.058 SPEED INDICATOR DEVICE / SPEEDWATCH
Report from David Maltby.

SID Report for 23rd April to 7 May at Denyers.

Vehicles:	18,191
31-35mph:	7,192
36-40mph:	2,570
41-45mph:	613
46-50mph:	143
51-60mph:	36
61-70mph:	1
71-80mph:	0

2 vehicles were recorded at or exceeding 60mph as follows:
1. Friday 28th April at 17:30 at 60mph towards A339
2. Saturday 29th April at 01:07 at 61mph towards Medstead

In the past 18 months this is the worst two week period we've had when taken as percentages in relation to the total number of vehicles.
If you take all the speeders from 31mph to 70mph (and yes 31mph is a class A speeding offence) this is 10,555 which is 58% of the number of vehicles, normally we are at around 48%, so a 10% increase.

Looking at those exceeding 35mph - 3,363 which is 18.5% of the vehicles, normally this is around 12%, a 6.5% increase.
We have seen the above numbers of vehicles speeding in the individual bands quite regularly, but the total number of vehicles is generally around 23,000, rather than 18,000. So, around 5,000 less vehicles for around same number of offenders, hence the increase.

Also, since the last SID Report to Parish Council there have been 10 vehicles exceeding 60mph, and 66 vehicles exceeding 50mph.

Speedwatch
I recently sent a table of numbers of vehicles per hour vs per day for Denyers/Wellers/Glebe and each direction to Andy Moir to facilitate better targeting of speedwatch as when I asked him about his statistics for 2022, he said they had quite a few speedwatch sessions were they hadn't caught anyone. Hopefully the data provided will help.

Please can I ask if the Parish Council has a plan for addressing the significant speeding issue in our Village?, and what the plan is?

Regards
David

23.059 COMMUNITY CARE
Undertook thirteen trips last month which is back to the same levels as pre covid. Currently have a full compliment of drivers.

23.060 MEETING DATES
a) Council confirmed meetings will be held on the first Tuesday of every month, no meetings are scheduled to be held in August or January.
b) Confirm the date of the next scheduled meeting is Tuesday 6th June 2023.

23.061 CLOSE OF MEETING – The Chair thanked all present for their attendance and closed the meeting at 9.10pm.

Signed……
Chair Bentworth Parish Council

6th June 2023