



New Alresford Town Council

FULL TOWN COUNCIL MEETING

MINUTES OF THE MEETING OF NEW ALRESFORD TOWN COUNCIL held on
TUESDAY 18th October, 2016 at 7.30PM in the Alresford Recreation Centre, Alresford

	In Attendance	Apologies	Absent
Cllr Barrett	✓		
Cllr Evans	✓		
Cllr Griffiths	✓		
Cllr Gower	✓		
Cllr B Jeffs		✓	
Cllr E Jeffs		✓	
Cllr Kerr-Smiley	✓		
Cllr Pinch	✓		
Cllr Power	✓		
Cllr Saunders	✓		
Cllr Spencer	✓		

Also present: Stevie Kavanagh- Town Clerk, Julie Cleeve-Finance Clerk, and members of the public.

Apologies were received from Cllrs: C.Jeffs, E.Jeffs. Jackie Porter- Winchester City Councillor

- 3449** **To confirm the minutes of the meeting held on 20th September 2016**
Resolution: To approve the minutes of the meeting held on 20th September 2016 were signed as a true record of the meeting. **Proposed:** Cllr. Power.
Seconded: Cllr. Spencer (**AGREED**)
- 3450** **To receive Declarations of Interest on Agenda Items - None**
- 3451** **To open the meeting to members of the public for Public Participation**
The standing orders were suspended for this part of the meeting to allow members of the public to speak
There were 3 members of the public in attendance
Items raised were:
Cost of Bar Receipts against Salaries.
Boomtown traffic implications. Clerk requested to write an official letter to WCC expressing concern. A copy of the correspondence to be forwarded to the member of the public.
Public Participation closed 7.55

- 3452 Finance**
The payments as listed in Appendix A were approved for payment.
- 3452.1 Resolution:** To approve September payments of £40,064.64
Proposed: Cllr. Power. **Seconded:** Cllr. Spencer **Objections:** (4) Cllr. Barrett, Cllr. Gower, Cllr. Kerr-Smiley, Cllr. Saunders (**CARRIED**)
Cllr. Power as Chair of Finance suggested to Cllr. Barrett that Financial Regulations be amended to reflect the section of the Bar Manager's Job Description that requires the ordering of stock at the requisite level. Cllr. Barrett stated that he would not support such an amendment.
- 5452.2** The current financial situation was **NOTED** with the balances of the Accounts being:-
Current Account: Sept. £279,052.78
Clerk's impress Account: Sept. £2,626.48
The bank reconciliation was countersigned by Cllr. Power
All Financial reports can be found as Appendix B.
- 5452.3** It was queried why £8k of Open Space money for older children's playground equipment was not held in an earmarked reserve account but was held in general reserves and had not been brought to council's attention in the past 2 years. The Open Space money to be moved to an earmarked reserve.
- 3453 Finance Committee**
- 3453.1 Resolution:** To approve Julie Cleeve as a signatory on the Nat. West. Impressed Account. (**REJECTED**)
Cllr. Barrett handed to the council a response he had received from BDO. The BDO email response stated '*it was good practise for two Cllrs. to be bank signatories and that they would never recommend that an officer be the bank account signatory.*' The Council asked Cllr. Barrett to forward the email which had elicited this response. BDO had detailed other considerations in the email. As the response from BDO was isolated from Cllr. Barrett's original email Council considered that they would need to see his original to be able to comprehend and address all BDO concerns and to take any necessary actions. He was asked why an email had been forwarded to the external auditor without Council delegation. Cllr. Barrett stated that he wrote to BDO as a resident of Alresford and agreed to send the email trail for clarification. It was pointed out that until the Lloyds Bank account was operational there was no means to make payments other than the Imprest or Current account. Cllrs. were urged to make the opening of the Lloyds account a priority by the return of forms. There was confusion as to how payments was to be made if not from the Imprest account. Council did not give instruction on this matter. Cllr. Barrett clarified that he did not blame the Finance Clerk for Financial Regulation non-compliance as this was the responsibility of the RFO. Cllr. Saunders stated the Town Clerk was not a qualified RFO and therefore not competent stating a qualified RFO should be employed. The Chair called the meeting to order as Cllrs. had breach Standing Orders.
- 5453.2** It was agreed to convene an informal meeting early in November to discuss the departmental financial strategy for 2017/18
- 3453.2 Grants (Awarded in accordance with Free Resources S.137 LGA 1972)**
Resolution: To approve a grant of £950 to the Alresford Children Christmas Tree. **Proposed:** Cllr. Griffiths. **Seconded:** Cllr. Pinch. (**AGREED**)
Resolution: To approve a grant to The Giles Group towards the cost of hall hire. **Proposed:** Cllr. Power. **Seconded:** Cllr. Spencer (**AGREED**)

- 3454 Committee Reports**
- 3454.1 Recreation Committee**
 A query was raised as to whether the Recreation Committee had considered how usage would be charged and a meter be installed for washing and drying equipment, along with PAT testing to ensure the safe condition of the equipment. It was felt that the use of this equipment should be metered and that the equipment be PAT tested.
- 3454.1.1 Resolution:** For West Berkshire Ramblers to park their coach at Arlebury Park on Sunday 11th June, 2017 from 10.00 -16.00. (Item transferred to next Recreation Committee for consideration).
- 3454.1.2 Resolution:** To approve a film company using the hall and car park at a cost of £1,000 and to apply to WCC for 1 day car park closure on 10th November. **Proposed:** Cllr. Evans. **Seconded:** Cllr. Griffiths (**AGREED**)
 The Clerk was requested to ask the film company if they would donate a sum of £500 towards play equipment.
- 3454.2 Environment Committee**
 The resolution to adopt GPO red telephone boxes (Item transferred to next Environment Committee for consideration.)
- 3454.3 Tourism Committee**
- 3454.3.1 Resolution:** To approve the WCC 16/17 invoice for £5,500 for the contribution towards Market Town Officer. Manager invoice.
Proposed: Cllr. Evans **Seconded:** Cllr. Power (**AGREED**)
- 3454.4 Planning Committee – No matters for discussion.**
- 3454.5 Facilities Committee**
- 3454.5.1 Resolution:** To approve the soak-away quote for proseptic of £9,276
Proposed: Cllr. Spencer **Seconded:** Cllr. Power (**AGREED**)
 Proseptic to be instructed that work could not commence until after 5th November.
- 3455 Alresford Recreation Centre**
 The ARC Committee resolved that a noticeboard would be beneficial at Arlebury Park. This matter was under consideration and would be decided by the Tourism Committee.
- 3456 Procedures.**
- 3456.1 Resolution:** For the Planning Committee to be clerked commencing November 2016 and for the meetings to be scheduled for 1600 hrs on 1st Tuesday of each month. **Proposed:** Cllr. Saunders. **Seconded:** Cllr. Pinch
Objected: Cllr. Kerr-Smiley due to employed Cllrs. would only be able to attend evening meetings. (**CARRIED**)
- 3457 Open Spaces**
- 3457.1 Resolution:** To approve the letter to WCC (S. Opacic) regarding financial commitment required from WCC to meet the needs and requirements identified in the Sun Hill Open Spaces survey. (Item transferred to Environment Committee). It was considered that the letter did not take account of all matters in the Open Space Survey. Cllr. Kerr-Smiley considered that the Environment Committee was best placed to write the accompanying letter. Cllr. Power stated that she had forwarded the survey to S. Opacic and considered that her letter covered the key points of the survey. Cllr. Kerr-Smiley asked why the survey had been forwarded to WCC without Council approval. Cllr. Power stated that she forwarded the

survey as a resident of Alresford. Cllr. Kerr-Smilely strongly objected and found it to be unacceptable that Cllr. Power had forwarded the report without permission. The Environment Committee to bring the Open Space letter back to Full Council for endorsement.

3458 **Reports County Cllr. City Cllrs. and Police**
Written reports were received from City Cllrs.

3459 **Meeting**
The next Full Council meeting is scheduled to be held on 19th October, 2016 7.30 at the Alresford Recreation Centre.

3460 **Exempt Business**
Resolution: To exclude Public and Press in accordance with Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972 S100A
Proposed: Cllr. Power. **Seconded:** Cllr. Spencer. **(AGREED)**
Exempt meeting to discuss the ARC Bar and the Staffing Committee.