

Members of Farringdon Parish Council: **Cllr Maughan (Chair), Cllr Clegg (Vice- Chair), Cllr Gilchrist, Cllr Doherty, and Cllr Williams.**

Members of the Public: **Bob Stevens, Jules Moreton-Ford and Ross Moreton-Ford, Peter Bosley, John Cavendish and Jackie Wright (Visitor).**

### **Draft Minutes – Farringdon Parish Council Meeting**

Held on Thursday 12<sup>th</sup> September 2024 commencing at 7:00pm at The Royal Oak Function Room, Farringdon, GU34 3DJ

### **Agenda & Minutes**

*We welcome our new Parish Clerk, Mrs. Debbie Batley who came into post on the 1<sup>st</sup> of September 2024.*

**65/24** - To receive and approve apologies for absence from, **Cllr Prynne and Cllr Causton**

**66/24** - To receive and approve disclosable pecuniary interests and non-pecuniary interests from the Clerk. Local government act 1972 s117. **None**

**67/24** - To receive and approve dispensations for disclosable pecuniary interests from the Councillors. (S33 of the Localism Act 2011). **Cllr Clegg disclosed that because there were items on the agenda involving the Village Hall and as Chair of the Village Hall Committee, it would be a conflict of interest, so he would not vote.**

**68/24** - To receive resolution to suspend standing orders to allow public question time. **Proposed by Cllr Maughan, seconded by Cllr Doherty.**

### **Public Question Time**

Question from Peter Bosley: **Why was the Parish Council looking at removing budget allocation as per the agenda? Cllr Steve Doherty explained that as a result of the recent audit, the PC needed to amend their General Reserve policy. Several allocations were carried forward over several years with no action and the General Reserve, which should be approx. twice the precept amount was too small. Action was needed to decide which projects would not be able to start within the next 6 months and those funds need to be returned to general reserve or we would fail the Audit.**

**Peter Bosley asked about the Crows Lane issue, if it was possible to do anything, Cllr Doherty explained that there were funds allocated but they may have to be returned.**

Question from John Cavendish (representing The Farringdon Village Hall Charitable C.I.O.): **he commented that he was a little disheartened to hear that the Parish Council was going to reallocate the budget set aside for the Village Hall kitchen. It was explained by Cllr Doherty, as per the explanation given to Peter Bosley, it was all due to the audit and the length of time the budget had been allocated for that particular project. When asked by the Parish Council if the Village Hall Committee would be calling on the funds in the next six months, John Cavendish was unable to give a time scale, as to when the hall would be built, although he did agree that it would not be in the next six months.**

**69/24** -To receive resolution to resume standing orders. **Proposed by Cllr Maughan, seconded by Cllr Doherty.**

**70/24** - To approve the minutes of the Parish Council Meeting from the 9<sup>th</sup> July 2024 and the Emergency Parish Council Meeting held on the 2<sup>nd</sup> September 2024 (a copy of which has been circulated to all Councillors prior to this meeting). **Both sets of Minutes were Proposed by Cllr Maughan and seconded by Cllr Clegg, approved unanimously. \*Cllr Maughan will sign as approved.**

#### **71/24 - Reports and Issues**

Update on **Crows Lane Verge Project** (adjacent to Westview). Cllr Maughan has written to HCC to discuss Crows Lane as a whole rather than drains and crumbling road separately. Also reported verge/road edge to HCC as apparently they were not aware of a problem.

Update on **Crows Lane Drainage** (Cllr Maughan): HCC have a works order with their Operations Team to excavate a small void just to the left of one of the gullies to see if there is an issue with the pipe. Since this is not classified as a safety defect under their inspection policy it has to be prioritised against other works and as such, it does not currently have a programmed date. They can explore the possibility of installing larger gully gratings on the existing pots, but it may be that the chambers below are not big enough to take a larger frame and the extra frame area would just sit on top of the brick/concrete chamber and not increase the capture area of the water.

Update on **Gaston Lane (Caker Bridge closure)** (Cllr Maughan) Latest from HCC (9/9/2024) "The design team are finalising the replacement and ensuring the necessary consents are in place. The road is still closed, and the permit will be extended on one network."

Update on **Maintenance of Phone Boxes and Notice Boards** (Cllr Maughan). The exterior of the Shirnall Hill phone box has been painted. Work will be done on the interior in the next few months (time & weather permitting). The shrubs have been cut back at Parsonage Close box this week and the exterior will be painted (time & weather permitting after being sanded down), the interior is ok just needs a good clean. With thanks to Councillor Williams and Maughan for their work on the notice boards and telephone boxes.

Update on **Defib's Alert System** (Cllr Maughan) The Clerk and Chair will be working on this as the Voluntary call out system is out of date and for some reason we do appear when you search a 'defib near me'.

Update **Lych Gate Track** (Cllr Maughan) This has been completed – cheque returned due to current known finance issues which are in hand.

Update on East Hants '**Government consultation proposes massive hike to housing numbers**' consultation (Cllr Maughan). Request for comments will be sent out to FarringdonNet, Parish website with link, Farringdon Biz and WhatsApp for residents to comment.

**72/24 -To Receive and Approve Payment of Accounts to the 29<sup>th</sup> August 2024**  
Finance Update.

- Audit has been completed
- Problems with Bank accounts
- VAT reclaims ongoing
- We do not currently have access to Parish Council Bank Accounts, but it is in hand.
- VAT claims for the year ended March 2023 and March 2024 have been submitted but due to the Bank problem we do not know if money has been received

<b>FARRINGTON PARISH COUNCIL</b>			
<b>Cheques drawn from 27 June 2024 - current account</b>			
	Estimated balance b/fwd 30.6.2024		<b>111,656.83</b>
<b>Date</b>	<b>Detail</b>	<b>Amount</b>	
9.7.2024	Hampshire CC	250.00	
10.7.2024	IdVerde	673.26	
10.7.2024	D Gilchrist		
	RFO postage/stationery	47.20	
10.7.2024	D Maughan		
	various	34.94	
9.7.2024	EHDC		
	refund CIL Money	13,474.08	
7.8.2024	Scribe	414.72	
7.8.2024	Mill Farm	41.40	
7.8.2024	D Maughan		
	noticeboards	95.49	
		<b>15,031.09</b>	
expenditure incurred cheque returned			
	Rocon	<b>17,104.08</b>	
			<b>32,135.17</b>
	Estimated closing balance current account 29.8.2024		<b>79,521.66</b>
	Estimated closing balance account 822		<b>25,815.00</b>
	Estimated closing balance account 814		<b>29,400.00</b>
	TSB		<b>9,670.74</b>
	<b>Total estimated funds</b>		<b>144,407.40</b>

<b>Farringdon Parish Council</b>			
<b>Income and expenditure account for the period</b>			
<b>1 April 2024 to 29 August 2024</b>			
			<b>Annual budget</b>
<b>Income</b>			
Precept		12,500.00	25,000.00
Interest		416.27	1,200.00
		12,916.27	26,200.00
<b>Expenditure</b>			
Clerks salary	3,272.15		13,392.68
PAYE/Nest	226.89		1,140.00
Repairs	170.43		1,500.00
Ground maintenance			5,000.00
Bank charge	13.20	2 months only	120.00
Bins cleaning/replacement	1,106.06		3,600.00
Payroll bureau	186.00		400.00
Meeting expenses	60.00		240.00
HALC fees	826.60		500.00
Defibrilators	302.40		400.00
Insurance	1,289.77		1,200.00
Land registry search	39.90		
Audit	565.00		850.00
Admin expenses	139.81		260.00
IT support			450.00
IT purchases			300.00
Software renewals	1,214.72		900.00
Software purchases			200.00
HCC	250.00		
Licences for speed monitoring			350.00
CIL money refund	13,474.08		-
	23,137.01		30,802.68
<b>Net deficit before capital spend</b>		<b>- 10,220.74</b>	<b>- 4,602.68</b>
<b>From reserves:</b>			
Lych gate	14,253.40	chq returned	-
Village garden	433.74		-
<b>Net deficit at 29.8.2024</b>		<b>- 24,907.88</b>	<b>- 4,602.68</b>
<b>This account has been prepared without up to date Bank statements</b>			

FARRINGDON PARISH COUNCIL					
RESERVES AND EARMARKED FUNDS at 29 AUGUST 2024					
	Opening balance			On completion	Closing balance
	1.4.2024	Transfers	Spend	transfer	29.8.2024
<b>CAPITAL</b>					
Lych gate project	25,000.00		14,253.40	- 10,746.60	-
Crows Lane	25,000.00				25,000.00
A32 Road safety	24,500.00				24,500.00
Playground repairs	2,771.05				2,771.05
Playground renewals	19,000.00				19,000.00
Farringdon Village Hall	35,000.00				35,000.00
Emergency flood fund	20,000.00				20,000.00
	151,271.05	-	14,253.40	- 10,746.60	126,271.05
<b>EARMARKED</b>					
Village signs/Pedestrian sign	5,362.23				5,362.23
Village garden	1,000.00		41.40		958.60
<b>TOTAL</b>	<b>157,633.28</b>	<b>-</b>	<b>14,294.80</b>	<b>- 10,746.60</b>	<b>132,591.88</b>
				<b>General fund</b>	<b>11,815.52</b>
				<b>Funds available</b>	<b>144,407.40</b>
General fund should be at twice the precept, ie £50k.					
A decision needs to be made to reduce the allocated reserves so as to increase General Reserve.					

**Acceptance of Financials - Proposed by Cllr Doherty, seconded by Cllr Clegg and approved unanimously.**

### **73/24 -Planning applications.**

SDNP/24/03663/DCOND | Discharge of Conditions 3 - Materials, and 5 - Tree Protection of planning application SDNP/22/01334/HOUS - Timber framed garage, formation of new access and reconstruction of boundary wall (as amended by plan received 29/09/2022 and 18/10/2022) | Clyders The Street Upper Farringdon Alton Hampshire GU34 3DT. **No comment or objection.**

**74/24 – Governance.** (Cllr Doherty) Review of all Farringdon Parish Policies. Cllr Doherty has updated the following policies:

**Code of Conduct:** Reviewed, to be republished on the website

**Privacy Notice:** Reviewed and updated to be published on the website

*Cllr Doherty is currently updating the following policies:*

**Complaint Procedure:** being retyped as some is unreadable.

**Risk Assessment:** Working Party to be set up to consist of Cllr Doherty, Cllr Maughan and Clerk Debbie Batley who will update s out of date and areas missing.

**Financial Regulations:** to be rewritten – in hand with Cllr Doherty and Cllr Gilchrist

- It was noted that all policies need to be reviewed annually in May

## PROPOSALS

**Cllr Doherty explained that the reason for the review of the Capital reserves was questioned by the external auditors and action was needed to prevent problems at the next audit in 6 months.**

**75/24** Proposal by Steve Doherty to remove the budget allocation of £25000 for the Crows Lane project. **Approved unanimously – Fund will be returned to General Funds.**

**76/24** Proposal by Steve Doherty to remove the budget allocation of £24500 for the A32 Road Safety project **2 Abstentions / 3 Rejections – Fund will remain.**

**77/24** Proposal by Steve Doherty to remove the budget allocation of £19000 for the playground equipment **Rejected unanimously – Fund will remain.**

**78/24** Proposal by Steve Doherty to remove the budget allocation of £35000 for the village hall **Approved by All – Fund will be returned to General Funds. Note: Cllr Clegg was not part of the vote.**

**79/24** Proposal by Steve Doherty to remove the budget allocation of £20000 for the emergency flood fund. **Rejected unanimously – Fund will remain.**

**80/24** - Proposal by Cllr Maughan to purchase 2 standard David Austin white 'Tranquillity' rose trees (5-year Guarantee) to mark the 80<sup>th</sup> Anniversary of the end of WW2 at a cost of no more than £150 + VAT (these need to be ordered prior to November meeting). To be planted in the centre of each War Memorial Rose Garden. *White to represent end of war and Peace.* (General Fund). **Seconded by Cllr Doherty - Approved unanimously.**

**81/24** -Proposal by Cllr Maughan to accept the quote from Sunshine Gym Outdoor Fitness Equipment to instal an Integr8 Outdoor Gym Multi-Unit in the playing field (at the double gate end /A32 side) – this would be for use by adults and people over 4'7", at a cost of £6,597.00 + VAT. (the full quote including picture has been circulated to Councillors prior to this meeting).( Playground equipment budget). **Cllr Clegg proposed that we add the sum of £1000 for planning permission and to budget for H&S, Insurance, etc – Cllr Gilchrist seconded. Cllr Maughan original proposal and addition seconded by Cllr Clegg: 4 in approved / 1 against.**

**82/24** -Proposal by Cllr Maughan to accept the initial fee of £270 to undertake a desk top quotation for changing the Entrance signs (Northern entry ONLY - near Woodside Lane). (Details were circulated to Councillors prior to this meeting). (A32 Road Safety Budget). **Seconded by Cllr Clegg, 4 approved / 1 against.**

**83/24** -Proposal by Cllr Maughan to accept the quotation from GeViews for 2 Self-Watering Scenic Rectangle Planters with Gold Trim (Black) at a cost of £183.37 + VAT each or in an Alternate Colour - £238.38 each + VAT, plus Secure Delivery on Tail Lift Wagon (1 Pallet) - £50.00 + VAT (Details including pictures circulated to Councillors prior to this meeting). (A32 Road Safety) **Seconded by Cllr Doherty, 4 approved / 1 against.**

**84/24** – Proposal by Cllr Maughan to accept the quote from Mr Treehouse to carry out an Annual inspection of the Zip wire in the playground and for this to become a standing annual

expenditure without the need to put forward a proposal each year. Cost £500 + VAT (Playground maintenance budget). **Seconded by Cllr Clegg, Approved unanimously.** \*It was noted that this is to be added into the budget annually as an expenditure.

**85/24** - Proposal by Cllr Maughan to accept the quote from Ava Recreation for the Annual Playground Inspection (excluding Zip Wire) at a cost £178.50 + VAT and that this becomes a standing annual expenditure without the need to put forward a proposal each year. (Playground maintenance budget). **Seconded by Cllr Clegg, Approved unanimously.** \*It was noted that this is to be added into the budget annually as an expenditure.

**86/24** – Proposal by Cllr Maughan to accept the quote from P J Grace reference to the repairs to fencing and the crowning of 5 trees in the MUGA playing field at a total cost of £965.00 +VAT. **Seconded by Cllr Clegg, Approved unanimously.**

**87/24** - Proposal by Cllr Maughan to purchase a Seagate External Hard Drive to back up the Parish Council Laptop at a cost of £100. **Withdrawn**

**88/24** - Proposal by Steve Doherty to apply for and register the domain farringdonpc.gov.uk (or a suitable alternative) at cost of £100 for two years. **Seconded by Cllr Clegg, Approved unanimously.**

**89/24 - Environmental Report (Cllr Williams)**

No flooding recently but drains at Shirnall Hill are blocked again following heavy rain.

Signage Update – waiting for a start date from HCC.

Hedges at Kitcombe Lane needs to be addressed with Landowners – Cllr Williams and the clerk will investigate.

Meeting ended 20.30

Future Meeting Dates (**now Thursdays**)

<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Primary Purpose</b>
<b>14 November 2024</b>	<b>7.00 pm</b>	<b>Royal Oak Function Room</b>	<b>Full Council Meeting</b>