

EWSHOT PARISH COUNCIL

THE MINUTES OF THE ANNUAL MEETING OF EWSHOT PARISH COUNCIL HELD ON MONDAY 18th MAY 2015 AT 7.00 PM AT EWSHOT VILLAGE HALL

Present: Cllr Bredin (Chair), Cllr B. Cranstone, Cllr S. Cranstone, Cllr Wells.

In Attendance: Garry Shelford (Clerk), Cllr Jenny Radley, Cllr Clarke & 6 members of the public.

15/76 Election of Chairman for the Municipal Year

Cllr Richey was nominated by Cllr Bredin. There being no other nominations & Cllr Richey having agreed to his nomination prior to the meeting, Cllr Richey was elected to be Chairman for the municipal year 2015/16. Proposed by Cllr Bredin, Seconded by Cllr Wells and agreed unanimously.

15/77 Declaration of Acceptance of Office by the Chairman

Cllr Richey not being present at the meeting, his declaration was deferred until the meeting planned for 8th June 2015.

15/78 Election of Officers & Representatives to the Parish Council and Appointment of Bank Signatories Resolved:

a) All Members expressed their willingness to continue in their present roles & duties

Their appointments are therefore confirmed to continue unchanged for the municipal year 2015/2016.

b) Cllr Wells was elected to fill the vacancy on the HR & Standards Committee left following the resignation of the co-opted member, Mr Michael Sisk.

Proposed by Cllr Bredin, Seconded by Cllr Brian Cranstone and agreed unanimously. *(see Appendix A).*

15/79 Consideration of Annual Subscriptions and Inspection of Deeds & Trust Documents

Member examined relevant documents and the Clerk read out a list of current annual subscriptions. (see Appendix B)

15/80 Apologies for Absence

Cllr B. Richey (holiday)

15/81 To Approve the Minutes of the Parish Council Meeting of 13th April 2015

Resolved: *To Approve, the minutes having been previously circulated in advance of the meeting.*

Proposed by Cllr Bredin, seconded by Cllr Wells and agreed unanimously.

15/82 Matters Arising from the Minutes

There were no matters that were not covered by later agenda items.

15/83 Announcements from Chairman, Clerk and any Members' questions

a) The Clerk informed the meeting that the statutory notice of Electors' Rights to examine the council's books during the period 1st June to 26th June, now that the internal audit had been completed, had been posted today and would remain in place until 31st May.

b) The Chairman congratulated Cllr Tony Clarke, on behalf of the Council, on his re-election to Hart District Council.

15/84 District Council Report

Cllr Clarke reported that the QEB Transport Contributions Steering Group met recently and heard that a report from HCC engineers on proposals for traffic calming measures for traffic through Ewshot (funded by the Steering Group) was nearing completion and would be available for the

council's consideration in due course. Cllr Clarke (a member of the Group) has requested that a member of EPC be invited to attend the next meeting, scheduled for November.

Cllr Radley told the meeting that the hearing of the appeal against HDC's refusal of consent to the Watery Lane application for 350 homes and ancillary facilities had been completed and the Inspector's report was expected in early June.

Cllr Radley also told the meeting that the Stage Coach bus company was conducting an on line survey of demand for bus services in the area and asked the council to publicise this as widely as possible.

15/85 Declarations of interests and requests for Dispensations

There were none.

15/86 Public Participation

There were no requests to address the Council

15/87 Adoption of Internal Auditor's Report

Resolved: *To adopt the report of the Internal Auditor (Mr Malcolm Willings) dated 11th May following his audit on 7th May 2015 (Appendix C).* Proposed by Cllr B. Cranstone, Seconded by Cllr Wells and agreed unanimously.

15/88 Adoption of Risk Assessment.

Resolved: *To adopt the Risk Assessment written on 12 August 2013 and reviewed in October 2013 and 2014 and again currently. A comment to be added that whilst the current edition was considered fit for purpose, a working group of councillors should be formed to carry out a more detailed review, and revision where necessary, later in the municipal year.* Proposed by Cllr B. Cranstone, seconded by Cllr Wells and agreed unanimously.

Approval of Annual Return for the year ended 31 March 2015

15/89 Resolved: *To approve Section 1 – the Accounting Statement for the Year.* Proposed by Cllr Bredin, seconded by Cllr S. Cranstone and agreed unanimously

15/90 Resolved: *To approve Section 2 – The Annual Governance Statement for the Year.* Proposed by Cllr Bredin, seconded by Cllr Cranstone and agreed unanimously.

Both sections were signed by the Clerk/RFO and Chairman of the meeting as appropriate.

15/91 Planning.

Application Reference 15/00809 – 11 Fox Way, Ewshot, Farnham, Surrey. Due to the approaching closure of the consultation period, a response of 'no comment' was made on line following e-mail correspondence. Resolved: *To endorse the 'response of no comment' proposed by Cllr S.Cranstone and seconded by Cllr Bredin and agreed unanimously.*

15/92 Report on employees monthly activities for April and establish a future monthly procedure.

Cllr Wells suggested that regular monitoring of employees' timetables would assist the council in planning work loading, employment terms and recording holidays taken etc. The Clerk produced timesheets for himself and the Assistant Clerk. Resolved: *Employees would be requested to keep regular timesheets and that they should be submitted to Cllr Wells monthly for the HR & Standards Committee to review.* Proposed by Cllr Bredin, seconded by Cllr Wells and agreed unanimously.

15/93 Reports

Car Park Extension

Cllr Brian Cranstone reported that he had agreed a start date with the contractor of 27th July.

He also reported that he had discussed and agreed all the information that Hart DC Planning Officer had called for in the Consent documentation with the contractor. The Clerk agreed to meet with Cllr Cranstone to arrange to pass this to HDC.

Play Area

CLlr Bredin reported that a further meeting of the advisory group was to be arranged and that it was now nearing agreement on the most suitable supplier of new equipment. The Clerk mentioned that work on the 'Gables'/'Ewshot Gardens' site was now progressing and construction of new houses was in full swing. He pointed out that the wording of the Section 106 agreement relating to this development specified that the agreed developer contribution should be made to Ewshot Parish Council before construction started. He had raised this with Robert Thain (the Planning Officer involved) who had said it was not now a planning matter but one for the finance department. CLlr Radley suggested that the Clerk should bring the matter up with Robert Jackson at HDC.

Website

The Clerk reported that there was nothing further to report due to his holiday and work on the audit but the CLlr S.Cranstone and he would be working together to progress matters.

New Notice Board for telephone kiosk site

CLlr Bredin reported that the new notice board had been completed by a local carpenter and was now being varnished prior to installation. Suitable lettering for the headboard was on order. Discussions with the owner of the neighbouring property were taking place to agree to site the new board more conveniently.

15/94 **Payments**

To approve the following payments:-	£	
Keith Harrington (raking and rolling of the QE II Playing Field)	120.00	
Lotus Landscaping Limited (April grass cutting)	572.54	
Firmvalue – service charge for Q4 2014/15		144.00
Firmvalue – Salaries	547.00	
Ewshot Plant and Demolition Co (Lengthman services)	600.00	
Jewson – Purchase of wood screws for play equipment (debit card)	11.98	

15/95 **Correspondence**

The correspondence list was made available and the file will be lodged in the office as usual

15/96 **Any Other Business**

CLlr Bredin reported that there had been a further incident of fly-tipping in Ewshot Lane.

The Clerk requested direction as to the recording of expenditure on the Lengthman Scheme and it was agreed that there should not be a separate cost heading in the accounts but any payment should be clearly identified.

There being no further business the meeting closed at 7.50 pm.

Signed.....Date.....