

**Minutes of the Full Council meeting
held on Monday, 28 October 2024 at 19:30
held in Kings Worthy Community Centre, Fraser Road**

Attendees

Councillors Colin Cossburn (Chairman), Ian Gordon, Mandy Hallisey, Dorry Lawlor, Charlotte Smith & Steve Waters

Clerk(s)

Parish Clerk (Christopher Read)

Apologies

Cllr Signe Biddle (the council resolved to approve Cllr Biddle's reason for absence)

Cllr Emily Fish (the council resolved to approve Cllr Fish's reason for absence)

Cllr Steve Cramoysan (WCC)

County & City Councillor(s)

Jackie Porter (Winchester City Council [WCC]/Hampshire City Council [HCC])

Members of the public

None.

PC/24/156 – Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]

None.

PC/24/157 – Review of COVID-19 meeting recommendations

The Clerk asked Councillors whether to retain this item on the agenda, given recent feedback from a parishioner suggesting that COVID-related concerns have largely subsided and should be reviewed.

Following a discussion, a vote was held to keep the recommendations, with 3 in favour, 2 against, and 1 abstention.

PC/24/158 – Agreement to fill the new vacancy by co-option

The Clerk noted that he had not been notified if a by-election had been called. It was agreed to fill this vacancy via co-option.

Action – It was agreed for the Clerk to check with WCC in writing that no by-election had been called.

PC/24/159 – To receive written reports from City & County Councillors and Parish Councillors following external meetings

A copy of the City Councillor's report had been circulated to the Councillors before the meeting. Cllr Jackie Porter summarised her report.

Cllr Porter provided a summary of the bus route changes due to the upcoming road works, which are scheduled to begin on 13th November and will include a road closure. She is also working with Hampshire County Council (HCC) to explore better alternative routes.

PC/24/160 - Agree and sign the Minutes of the Meeting held on 30 September 2024

The minutes of the previous meeting were agreed as a true record of the meeting signed by the Chair.

PC/24/161 - Matters arising from the meeting held on 30 September 2024

None.

PC/24/162 - Agree and sign the minutes of the meeting held on the 03 October 2024

The minutes of the previous meeting were agreed as a true record of the meeting signed by the Chair.

PC/24/163 - Matters arising from the meeting held on the 03 October 2024

None.

PC/24/164 - To receive the minutes of the committees:

- Recreation & Amenities Committee – 10 October 2024 – Including allotment tenancy agreement - A copy of the minutes had been circulated to Councillors before the meeting.

The Clerk noted that *the National Allotment Society* legal adviser had reviewed our tenancy agreement and recommended minor adjustments. It was unanimously agreed to accept these proposed changes. It was also agreed to add a caveat to the agreement to prohibit non-allotment notices being attached to the allotment noticeboard.

It was agreed to provide a sign with a map showing the route from Eversley Park car park to the allotment site.

A thank you was extended to attendees of the Walkabout.

- Finance, Administration & Remuneration Committee – 16 October 2024 – (including monthly accounts report) - A copy of the minutes had been circulated to Councillors before the meeting.

A copy of the monthly accounts report had been circulated to Councillors before the meeting. No changes were made.

- Planning & Highways Committee – 22 October 2024 - A copy of the minutes had been circulated to Councillors before the meeting.

PC/24/165 - To review and approve the Council's asset register

A copy of the Council's asset register had been circulated to Councillors before the meeting. It was unanimously agreed to adopt the revised asset register.

The Clerk noted that he will be moving the assets to the new software in December.

PC/24/166 – Lovedon Fields – Update on the allotment site including access, tree planting grand and information from Winchester City Council

A revised response had been received from the management company in relation to a formal agreement for access. Councillors agreed that a form of formal agreement is needed.

Action – After discussion, it was agreed for the Chairman to draft a response requesting clarification and pointing out the additional maintenance of the SUDs pond, and funding of the speed signs are dependent on a formal agreement being provided.

PC/24/167 – Updates (if available)

- Anti-choking device at Kings Worthy Community Centre – It was agreed to monitoring for changes in insurance cover that may allow us to provide a device.
- Emergency plan – update on revised plan – Cllr Cossburn will be attending the next HCC resilience forum.

PC/24/168 – Feedback on new website and email system

Councillors discussed the new website and email system.

Action – Clerk to raise cropping of Cllr/Staff images with supplier.

PC/24/169 – Presentation of data from Parish Council’s speed sign

Cllr Cossburn gave a presentation on the data collected from the Parish Council’s speed sign.

Action – Clerk to contact satellite navigation data providers to request speed limit on Springvale Road is updated.

Action – Purchase of an additional speed sign to be sent to the next FAR meeting.

PC/24/170 – Feedback from October Ecogen forum

Cllr Smith updated Councillors on the recent forum meeting.

PC/24/171 – Councillor training course – confirmation of courses that members wish to attend

Councillors will review the training courses and let the Clerk know which they wish to attend.

PC/24/172 – Annual review of members interest forms

Action - The Clerk will re-send the document.

PC/24/173 – Items for inclusion in Council communications

- Bus route changes during London Road closure
- Speeding in the village

PC/24/174 – Clerk’s Notices

None.

PC/24/175 – Chairman’s Notices

- The Chairman will be attending Remembrance event at St. Mary’s Church on 10th November.

- The Finance, Administration & Remuneration Committee requires additional members. It was suggested that Cllr. Cossburn and Cllr. Biddle join the committee to ensure quoracy

PC/24/176 - Items for discussion at the next meeting on 25 November 2024

- Council storage policy for the disposal of dumped/discarded items on Council land

Meeting Closed at 21:06

Signed:

Date:

DRAFT

Management Accounts for the period ending 30th September 2024

Income

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£0.00	£0.00	£0.00	£0.00
Finance, Administration & Remuneration	£188,642.50	£93,812.48	£94,298.45	£485.97
Kings Worthy Community Centre	£11,613.21	£5,806.61	£1,098.00	-£4,708.61
Planning & Highways	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£51,698.60	£47,818.00	£47,234.10	-£583.90
Totals:	£251,954.32	£147,437.09	£142,630.55	-£4,806.54

Expenditure

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£393.22	£393.22	£0.00	-£393.22
Finance, Administration & Remuneration	£110,805.95	£62,244.90	£49,974.29	£12,270.61
Kings Worthy Community Centre	£17,476.72	£10,017.39	£7,105.98	£2,911.41
Planning & Highways	£9,386.39	£228.34	£392.58	-£164.24
Recreation & Amenities	£149,305.81	£71,955.13	£97,416.41	-£25,461.28
Totals:	£287,368.09	£144,838.98	£154,889.26	-£10,836.72

Position - Actual (including CIL income & CIL expenditure)

	Annual Budget	Budget Year to Date*	Actual Year to Date	Variance Year to Date
Actual Year to Date Position	-£35,413.77	£2,598.11	-£12,258.71	-£14,856.82

Memorandum Position - (Excluding CIL income, CIL expenditure, E.P. play area spend & large capital projects)

Memorandum Year to Date Position:	-£5,608.77	£39,176.55	£6,028.76	-£33,147.79
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Balance Sheet for period ending 30th September 2024

<u>Bank Accounts</u>	
Unity Trust Bank Current Account	£7,286.09
Unity Trust Tailored Deposit Account – 2.60% gross	£130,319.01
Sub-Total:	£137,605.10
<u>Investments/Deposits</u>	
Nationwide Variable (35-day notice) – 3.35% AER	£85,000.00
Sub-Total:	£85,000.00
<u>Other</u>	
B4B Procurement Card	£493.99
Debtors	£178.92
Prepayments	£0.00
Sub-Total:	£672.91
Total Current Assets:	£223,278.01
Current Liabilities	
Prepayments	£3.63
Trade Creditors	£6,050.78
Retentions (inc. VAT)	£789.06
Received on Account	£92,973.00
PAYE Payments Due	£542.60
NI Payments Due	£719.76
Pension Payments Due	£1,388.09
VAT to be Paid	-£5.60
VAT to be Reclaimed	-£5,909.20
VAT that has been reclaimed but not received	£0.00
Total Current Liabilities:	£96,552.12
Current Assets Minus Liabilities:	£126,725.89
Earmarked Funds in Reserve	
Play area maintenance reserve (£4,868.71 allocated for future retention)	£23,839.37
CIL Reserve (aged)	£19,142.64
Total Current Liabilities:	£42,982.01
Net Assets	
General Reserves	£96,002.59
Profit & Loss Year to Date	-£12,258.71
Total Net Assets:	£83,743.88