



**Minutes of the Meeting of the Parish Council
Held at East Meon Village Hall on Saturday 16 May 2015**

Present: Councillors Richard Bartlett, Dominic Carney (DC), David Cooke (DMC), Susan Davenport, Chris Pamplin, Alan Redpath and Philippa Tyrwhitt-Drake. Sarah Cowlrick (Clerk) and 12 members of the public.

1 APOLOGIES FOR ABSENCE

These were received and accepted from Parish Councillors Marc Atkinson and Sharon Sillence, Cllr Ken Moon and Cllr Rob Mocatta.

2 Election Of Chairman

Alan Redpath as standing Chair invited nominations for Chair and confirmed his willingness to stand as long as he had the full support of the Parish Council should he be elected. The Parish Council agreed. Richard Bartlett advised that he would also be willing to stand. A closed ballot overseen by a member of the public and the clerk took place and Alan Redpath was duly elected as Chairman by 6 votes to 3. Two votes were taken as a Proxy as agreed prior to the vote.

3 Election of Vice Chairman

Alan Redpath invited nominations for Vice Chairman. Susan Davenport confirmed that she would be willing to stand as Vice Chairman. There were no other nominations and Susan Davenport was therefore elected as Vice Chairman.

4 DECLARATIONS of Personal or Prejudicial Interest

There were none. All Councillors submitted their Register of Interest forms to the Clerk who would submit the to EHDC democratic services for checking.

5 TERMS OF REFERENCE: AR asked for confirmation that all Councillors had read the Statutory Documents relating to the Parish Council and all confirmed they had. The Standing Orders, Financial Regulations, Code of Conduct for Councillors and Terms of Reference for Committees and Councillor duties were approved as currently read. DMC queried the reference to the Standing Orders Point 2.8 relating to the timing of meetings. Discussion ensued on the merits of day time meetings which included the flexibility to invite outside speakers and that most people were more effective in the morning! It was noted that historically evening meetings were not well attended.

The point was noted that some people find day time meetings difficult to attend. PTD advised that SS was going to seek permission from her employers to attend day time meetings. DMC advised that he would be retiring in the Autumn which would enable him to attend day time meetings. DC advised that he was in full time work until July, so day time meetings might prove difficult.

AR made the point that given the responsibilities of office, all councillors would have to make some compromise with their time but hopefully that by having a mixture of day and evening meetings most councillors could be accommodated. He also noted that although meetings were primarily business meetings but if any significant parish matter arose then even a Saturday meeting might be an option to give residents a better option of attending.

RB suggested a 'open forum' item on the agenda for each meeting where members of the public could attend and raise and ask questions or raise any matter concerning the parish. This was unanimously agreed. The Clerk cautioned that decisions could not be made by the PC under AOB but items could be raised and debated.

6. COUNCILLOR DUTIES / AREA OF RESPONSIBILITIES

These were agreed and are well documented and attached.

Points of note relating to this items included the following :

- Councillors could ask for support from members of the parish to execute their task.
- DC suggested a new role of External Liaison Officer which he agreed to undertake. **DC**
- SD suggested an internal liaison role which would promote what the PC does and keep people informed. Long discussion ensued on this point and how best to communicate this. It was noted that currently all minutes were available on the website. The role of Communications Officer was not unanimously approved and it was suggested that members of the public need to engage as well as be informed. It was agreed that DC and SD would explore a mechanism to address communicating to the parish and report back at the next meeting. RB suggested they look at how Buriton tackle this issue. It was felt that Marc Atkinson had the knowledge to progress this. **DC SD**
- DC raised issue of Mobile Library which he would research as part of his External Liaison Officer role. **DC**

7.

MINUTES OF THE MEETING held on 29 January 2015 were approved and signed as a true and correct record and the draft Minutes of the Annual Parish Assembly were also approved and would be put up on the website.

8.

MATTERS ARISING FROM THE MINUTES

(a) Play area

PTD outlined progress with regard to the re-siting and refurbishment of the Play Area. It was agreed that the Play Area did not need a fence and the open access idea was welcome. PTD was given the mandate to proceed on this basis within the budget and report at the next meeting. **PTD**

(b) Neighbourhood Plan

It was agreed to hold an update / knowledge session for Councillors to enable to better understand the principles of neighbourhood planning and review the current status.. It was agreed to invite an officer from the SNDP, Lisa Jackson (Planning consultant) and Doug Jones (SDNP representative). SC would circulate dates to facilitate this in the near future.

AR echoed the desire of all councillors that the new PC needed to look forward in addressing any issues with the N Plan and reminded those present that the mandate for the Plan came from the residents in 2013 and overseen by the PC with much support from volunteers in the work groups. That mandate was still in place and much more information gathering was needed prior to any parish open day/forum.

PTD gave an appeal for everyone to work together for the future good of the village. All agreed.

(c) Five Ways

AR advised that monies are on hold for further maintenance to the Five Ways as part of the ongoing project and the Clerk would write to Mr Richard Williams in this regard to encourage him to take action on this before the grant money is rescinded. **SC**

(d) Litter:

CP advised that a volunteer in the village had taken on the litter picking work and asked in return for £50 per month to be paid to the Rosemary Foundation. DP advised that as per the request from a resident at the Parish Forum, the bin at Park Vista had been removed. CP was researching a possible site on Frogmore for another bin. CP advised that he had arranged for volunteers to help clear bracken and weed from the river but needed to dispose of it. AR suggested that he puts it on the car park at Workhouse Lane and we would arrange for one of the local farmers to remove it. **CP**

AR updated councillors on the litter situation emanating from the McDonalds Roundabout and that he and Doug Jones (SDNP representative) were pursuing them to activate the litter clearing agreement.

(e) Cycling - No action required as Village Hall had taken the decision not to rent the hall/carpark to Wiggle Cycle Group. This resolved the issue of safety concerns regarding large number of speeding cyclists going through the village.

(f) Heritage Lights

Although generally welcomed, discussion took place on concerns from some villagers about the light intrusion of the new lights. AR advised that the Clerk was in dialogue with HCC about this and she hoped for a solution soon. **SC**

(g) Parish Plan Update :

As previously agreed the Parish Plan to be reviewed at each meeting but no action required at present.

PTD raised the question of young cyclists needing cycle jump ramps and discussion ensued on whether PC land adjacent to the Glebe Strip and the Football Pitch was suitable. Some councillors expressed reservations with the safety aspects of this site and the clerk highlighted the prohibitive cost of insuring for such activities and the significant liability aspects. AR advised that this had been previously investigated 2 years ago with a previous district councillor (David Parkinson) and suitable sites could not be identified. AR advised that even the most basic structure also had to comply with specific construction criteria and significant H&S requirements – costs at that time were estimated by the EHDC recreation officer to be in the region of £50-£60k which was prohibitive. However PTD agreed to investigate further and report back. **PTD**

9 PLANNING - Nothing to report

10 FINANCE

(a) Approval of Accounts to 31 March 2015

The Clerk presented the accounts for the year to 31 March 2015 and confirmed that the Audit Report was complete with no issues arising. Councillors approved the Accounts as read. In doing so the Council accepted the responsibility for ensuring that there is a sound system of internal control including the preparation of the accounting statements and confirmed that to the best of their knowledge and belief the systems in place for East Meon with respect to the accounting statements for the year ended 31 March 2015 were adequate

(c) Approval of Accounts to date in the 15/16 financial year

The Clerk presented the accounts v budget for the year to date and all payments and receipts were accounted for an approved. The Clerk advised that this year in particular the budget was under pressure and the cost of the election although budgeted for would reduce the spend available for the running of the village and contributions.

ANY OTHER BUSINESS

11

- RB suggested that we should endorse the election of Doug Jones (Buriton parish councillor) to represent us on the SDNP.
- Councillors clarified the mechanism for requesting items to be placed on the agenda
- AR read out a letter of apology following vandalism of a PC sign

There being no further business the meeting was declared closed at 11.40

Signed:

Date: