



**Minutes of the Meeting of the Parish Council held at East Meon Village Hall
on Thursday 24 May 2012**

Present: Alan Redpath, (Chairman), Brian Biggs, Annie Bone, Anella Parker-Martin,
David Parkinson, Philippa Tyrwhitt-Drake, Sarah Cowlruck (Clerk)

Two members of the parish were present, Mr Joe and Mrs Maureen Selby.

Two representatives from the Sustainability Centre gave Councillors a presentation on the progress of the charity and its activities and was well received. It was agreed that an improvement in communications would be beneficial to both organisations. DP requested that it would be useful to be briefed in advance of submission of any proposed planning applications. PTD highlighted her role with East Meon School and suggested the children would benefit from more interaction. AR highlighted possible collaboration with regard to use of facilities at the Centre.

1 APOLOGIES FOR ABSENCE

These were received from Councillors John West, George Atkinson, Chris Pamplin, and Chris Warren.

2 ELECTION OF CHARMAN AND VICE CHAIRMAN AND COMMITTEES

Alan Redpath having confirmed his willingness to stand as Chairman was proposed by DP and seconded by AB and duly elected. Philippa Tyrwhitt-Drake having confirmed her willingness to stand as Vice Chairman was proposed by APM and seconded by BB and duly elected.

The sub committees and individual responsibilities of councillors were clarified and will be updated and published in the Notice Board and on the website. The responsibilities will be highlighted next to the Councillors name to provide more clarity over responsibility areas.

3 DECLARATIONS of Personal or Prejudicial Interest

None declared other than previous declarations by PTD over planning applications

CHANGES to Registers of Interest

Councillors confirmed there were no changes and would inform the Clerk if there were.

4 **STANDARD TERMS OF REFERENCE AND DOCUMENTS**

Having previously circulated the standard documents as follows for consideration the following were duly approved and would be updated and circulated to Councillors and placed on the website. A copy for each Councillor would be printed and given to each in a folder. The Clerk suggested these documents were reviewed every May.

- **Standing Orders** including Financial Regulations
- **Code of Conduct** for Councillors: DP highlighted the need for caution over wording in emails sent to the Clerk as they are open to scrutiny in the public domain.
- **Statement of Internal Control**
- **Council Investment Strategy**
- **Parish Council Risk Assessment**

The following document would be circulated for comment from Councillors and discussed at the next meeting;

- **Guidance for planning committee**

5

MINUTES OF LAST MEETING held on 2 February 2012, were approved and signed as a true and correct record. Proposed by BB and seconded by APM. The Annual Parish Assembly minutes were also discussed and agreed and the following matters arising from both were discussed:

- **Parish Plan Update:** The process to the final stage has been well advertised/documented and parishioners would have a final chance to comment at the open morning on May 26th. It will then come to the Parish Council for formal adoption. It was agreed to include the school plans for an additional new build in the Plan. It was furthermore agreed to include Park Vista as a social housing improvement need.
- **Social Housing:** Discussion took place on the adoption of Home Choice by Havant and WCC, the policy for which is well documented, including a lower priority to residents with a local connection, than East Meon residents would wish. This will now make any request for change in policy from East Meon more difficult.
- **Jubilee:** PTD confirmed all was in hand for this event.

- **Website:** BB confirmed that development was progressing regarding the migration of the old site.

6	OTHER PARISH MATTERS INCLUDING REPORTS FROM COMMITTEES	ACTION
	• Locks on allotment taps to be implemented	AB
	• Play area at Recreation Ground still requires the repairs to the Playdale equipment which the Clerk confirmed had been paid for	CW
	• Barrier next to gate at Recreation Ground still outstanding.	CW/GA
	• Filling of holes in Recreation Ground near play area still outstanding	CW/GA
	• BMX Track request from resident following due process. PTD to send AR photos of alternative creative play equipment	PTD
	• APM reported Pre School will use Village Hall. It was agreed to continue to hold the PC meetings in the Hall and monitor suitability.	
	• BT Phone Box now being painted and BT have provided Paint. PTD will approach a painter to undertake the work.	AB/PTD
	• Sign opposite forge High Street is loose. AB and BB will move it to a safe place pending repair.	AB/BB
	• BB confirmed that the footpath report was issued to HCC and there have been some immediate improvement to gates.	
	• AR reported on some issues regarding Footpaths at Frogmore which unless any paths were shut to walkers would be left for the land owners to hopefully reach a sensible agreement over this long running dispute	AR
	• AR reported that a Parking for Residents only sign would be erected outside the Almshouses.	

7 PLANNING

(a) Current issues

Discussion took place on the acute problems with accessing the SDNP planning system and it was agreed that the Clerk should request paper copies to all applications whilst the matter was resolved. **SC**

(b) Neighbourhood Plans

BB reported on a training meeting he had attended and discussion took place on the likely cost and process for producing a plan. It was agreed the Parish should consider a Neighbourhood Plan and alert other local parishes to this fact. In the meantime further investigation would take place. **BB/DP**

8 FINANCE

The Audit Report for the year ending March 2012 was discussed and the accounts for the year ended 31 March 2012 were approved. The Clerk was congratulated on another audit with no issues arising.

Accounts to date would be circulated at the end of June (i.e. the first quarter)

The Clerk left the room whilst her contracted fee was discussed and returned to be informed that an increase had been awarded to £6500 p.a. plus VAT per effective from 1st April 2012. This recognises both comparable parish clerk remuneration and the exceptionally high standard of services provided.

Discussion took place on the level of financial support for a growing number of donation requests, and it was agreed that a fixed sum should be allocated in November of each year when the budget/precept is set and not exceeded unless there were extenuating circumstances.

9 ANY OTHER BUSINESS

Dates for the next meeting would be circulated.

There being no further business the meeting was declared close at 1240.

Signed:

Date: