

FARRINGDON PARISH COUNCIL

Clerk: Emma Dillnutt

Tel: 07554 080649

Email: clerk@farringdonpc.org

Website: farringdonpc.co.uk

Minutes of the Extraordinary Parish Council Meeting

held in Farringdon Village Hall, Church Road, Upper Farringdon, GU34 3EG on Friday, 1st May, 2015 at 7pm. Present:-

Cllr Cowan
Cllr Garrard
Cllr Williams

Cllr Cubitt
Cllr Ison

Cllr Durrant
Cllr Oakley (Vice-Chair)

11 members of the Public and Emma Dillnutt, Clerk

MINUTES

19/15PC APOLOGIES & WELCOME

Members RECEIVED apologies for absence from Cllrs. Roe and Elderton. Cllr Oakley took the Chair and welcomed those present.

Cllr Oakley then took the opportunity to pay tribute to Mike Edwards who sadly died recently. He said:

“At the memorial service yesterday, three people spoke about Mike’s life. One of them, Tony Amery, summed it up exceptionally well by saying ‘he was a good man, a friendly man and an excellent Parish Councillor’”.

Mike served on the Parish Council for some 20 years with a portion of that time as Chairman. He was the driving force behind the Parish Design Statement, a document held in high regard for our planning today and which brought together his skills and interest in planning law and a love of good, workable buildings.

I personally am grateful for the guidance Mike gave me on planning issues and the design statement early in my years as a Parish Councillor. He was truly a great and well liked man and a sad loss to all.”

20/15PC MINUTES

Members APPROVED without comment the minutes of the Parish Council meeting held on 4 March 2015 and the Chairman signed them as a correct record of events.

Members RECEIVED the minutes of the Annual Village Meeting held on 1 April 2015.

21/15PC PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman suspended the meeting to invite those members of the public present to raise questions. Three villagers did so as follows:-

- i) Polling cards have now been delivered to residents and there appears to be some confusion about the system for voting in Parish Councillors. Guidance is being given on the .biz website, can the Parish Council’s website do the same? The Clerk will research any guidance available on the ‘en bloc’ voting system for wider communication via the website.
- ii) A resident, whose property backs on to the Bahnstormer motorcycle shop on Gosport Road, voiced concern that following a long running dispute, a structure has been erected which does not appear to have planning permission. The dispute concerns the jet washing of vehicles to the side of the shop which has caused damage to a boundary wall and created a constant noise nuisance and dirty water spray into their house and garden. Formal complaints have been lodged with EHDC planning and environmental departments.

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Cllr Oakley explained that as this item is not on the agenda it could not be discussed this evening however, it will be deferred for discussion at the next meeting of the Council.

- iii) Two residents asked if any information was available concerning the proposal for a reduced housing development on the Crows Lane site. Cllr Cowan replied that the small group of villagers who had voiced the idea had, he understood, received generally positive feedback which had been relayed to the land owner. As this is not a Parish Council initiative, any resulting planning application will be considered as usual, as and when it is received from the planning authority.

There being no other questions, the Chairman resumed the meeting.

22/15PC DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS

Cllr Ison declared an interest in item 23/15's Schedule of Payments as he is a Director of Bon Viveur (Wine) Limited who supplied the wine for the Annual Village Meeting. None other was declared.

23/15PC RESPONSIBLE FINANCIAL OFFICER

Schedule of Payments: The Clerk REPORTED on the accounts paid since the last meeting and confirmed that all payments made are in line with the AGREED budget or other resolution of the Parish Council:-

Emma Dillnutt - Feb Expenses	£59.75
All Saints Church PCC - Grant for ground maintenance	£150.00
Farringdon Village Hall - Hire Fees	£280.00
Farringdon Village Hall Management Committee - Salary/PAYE	£187.60
East Tisted Parish Council - Training Course Refund	£117.00
Emma Dillnutt - March Salary with 14.5 o/t in Feb	£703.63
HMRC - PAYE ¼ to 5.4.15	£29.84
Web Directions - Website Design and Training	*£666.00
Web Directions - Website Hosting 1/3/15-28/2/2016	*£84.00
Douglas Shewan - Farringdon.Net Software Update	£157.85
Emma Dillnutt - March Expenses	£81.62
Bon Viveur (Wine) Limited - AVM refreshments	£119.85
Emma Dillnutt - April salary with 20 o/t in Mar	£767.83
Wettone Matthews - 2014/15 Payroll Provision	*£240.00

* VAT Recoverable.

It was MOVED, SECONDED and unanimously RESOLVED for the Chairman to sign the Schedule of Payments made.

Members were then advised that the Clerk's hourly salary rate has increased from £12.05 per hour to £12.32 per hour on 1 April 2015 in accordance with NJC Pay Scales agreed in November 2014.

Members CONSIDERED two grant payments to Farringdon Village Hall Management Committee as follows:-

- i) £187.40 for the Village Hall Manager's quarterly salary until the end of March 2015.
- ii) £288.00 (this amount was incorrectly reported as £248 on the agenda) for Wettone Matthews' Payroll Provision in 2014/15.

Cllr Williams questioned item i) as a similar amount appears in the list of payments made. The Clerk explained that the salary payments should be made quarterly and that the payment made in March was actually requested in January and was therefore paid late. These two are separate payments and bring us up to date.

It was then MOVED and by unanimous show of hands, therefore RESOLVED for the payments to be made in respect of items i) and ii) above.

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24/15PC VILLAGE HALL MANAGEMENT COMMITTEE

Cllr Durrant, Chair of the FVHMC, updated Members on the current status in the sale of Massey's Folly in terms of contracts having now been produced for signature and a licence granted by the seller for the building to remain in use as a village hall until the end of July 2015 when it will be cleared and vacated. Exchange of contracts is due w/c 4 May 2015 with completion some 28 days later.

i) Members RECEIVED the following documents from Blake Morgan solicitors:

- Report on Contract & Licence;
- Agreement for sale; and
- Licence to Occupy on Short Term Basis

On their legal recommendation and having been previously RESOLVED, Cllrs Oakley and Durrant duly signed all three documents which were then witnessed by the Clerk in accordance with the Parish Council's standing orders. These will be returned to Blake Morgan by registered post in order for the exchange to take place. **ACTION: Clerk**

As Blake Morgan solicitors are acting for both the Parish Council and the Farringdon Village Hall Management Committee, their fees will be split equally. The fees will be paid from the sale proceeds however, the Parish Council will be required to pay their half (circa. £1,500) back to Farringdon Village Hall Management Committee when the time comes. This was unanimously AGREED.

ii) Members discussed FVHMC's financial arrangements and RESOLVED the following:

- the audit of the annual accounts be undertaken as usual but that professional advice be sought for next year.
- a separate FVHMC No.2 account is to be set up to receive the sale proceeds and therefore 'ring-fence' the funds. As a safeguard, this account will require two signatures and for continuity during the election period, the account signatories will be Cllrs Roe and Oakley. As Chair and Vice-Chair, Cllrs Roe and Oakley do not retire as councillors until the 20th May PC meeting when their replacements will be voted in and a new FVHMC nominated. It will be for this new Committee to RESOLVE to update the signatories on the account then. **ACTION: Clerk/Cllrs Roe and Oakley**
- Once the sale proceeds have been paid and the new Committee in place, the Charities Commission will be consulted and if appropriate, professional investment advice sought for the monies. **ACTION: FVHMC**

iii) For clarity and the benefit of Members and the Public, Cllrs Oakley and Durrant explained the complex relationship between:

- The Farringdon Village Hall charity - a stand alone charity whose sole purpose is to provide the villagers of Farringdon with a village hall.
- The charity is run on a day to day basis by the Farringdon Village Hall Management Committee - a committee of 3 Farringdon Parish Councillors which has 2 employees.
- The Farringdon Village Hall Management Committee reports to Farringdon Parish Council who are custodian/corporate trustees of Massey's Folly and currently grant the Committee funds for running costs.

Cllr Oakley stressed the importance for the new FVHMC to take professional advice both from the Charities Commission and from a legal perspective going forward as this structure may not be appropriate once the building has been sold. **ACTION: FVHMC**

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iv) Members ACKNOWLEDGED the generous licence arrangement granted by the Buyer for continued use of the building as a Village Hall until the end of July 2015. Cllr Durrant stated that the public liability insurance currently held by FVHMC will remain in place until the building is vacated. It is envisaged that once sold, the Buyer will insure the building but it is not yet known whether the FVHMC will be required to make a contribution to this cost. Cllr Oakley then mentioned that the joint seller, the Andreae TT Trust, had not requested reimbursement for the FVHMC's portion of the buildings insurance which was due in October 2014. Mr Horton will allow for this in the accounts for payment when requested during the 2015/16 accounting year. The 2 members of staff would continue 'business as usual' subject to review when the new Committee are in place.
ACTION: FVHMC

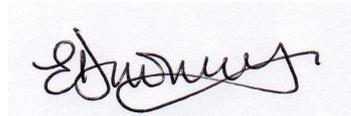
v) Cllr Durrant stated that bookings would continue to be taken until the end of June to allow the month of July for clearing the contents. Mr Horton will prepare a full itinerary of the contents to ascertain any storage requirements and to consider what is to be disposed of and how. The idea of a fund raising auction was raised but decision deferred for consideration by the new Committee once nominated. **ACTION: FVHMC**

Cllr Oakley then took the opportunity to thank Cllr Durrant for his unstinting efforts over the past 2 years in getting to this point with the sale.

25/15PC DATE OF THE NEXT MEETING

The next Parish Council meeting will be held on Wednesday 20th May 2015. Commencing at 7.30pm this will be the Annual General Meeting where the new Council will sign their Acceptance of Office and Register of Interest forms, vote in a Chairman and Vice-Chairman for the year and approve the Annual Return of Accounts for 2014/15. Nominations will also be made to the Planning and Village Hall Management Committees.

Cllr Oakley wished all candidates standing in the forthcoming elections the best of luck and there being no other business, closed the meeting at 7.37pm.



Emma Dillnutt - Sunday, 03 May 2015

Signed as a correct record of events:

Signed: _____

Date: _____

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Key Messages of the Extraordinary Parish Council Meeting

held in Farringdon Village Hall, Church Road, Upper Farringdon, GU34 3EG on Friday, 1st May, 2015 at 7pm. Present:-

Cllr Cowan
Cllr Garrard
Cllr Williams

Cllr Cubitt
Cllr Ison

Cllr Durrant
Cllr Oakley (Vice-Chair)

11 members of the Public and Emma Dillnutt, Clerk

It's election time!

Don't forget to have your say and make your vote count in the Parliamentary and Parish elections to be held on 7 May 2015. Polling cards should now have been delivered to you and your Polling Station is the Village Hall. It will be open between 7am & 10pm.

If you have concerns or questions regarding the voting system being used for the Parish elections, further information can be obtained from the Electoral Commission's website at <http://www.aboutmyvote.co.uk/what-can-i-vote-for/local-councils#>. Alternatively, EHDC's election team are available by telephone on 01730 234093 and their website is <http://www.easthants.gov.uk/ehdc/Elections.nsf/webpages/Voting>. This also has a full list of candidates for all elections taking place across East Hampshire and will show the results which are expected to be available as follows:

- Parliamentary - count taking place overnight on Thursday 7 May
- District Council - count taking place from 2pm on Friday 8 May
- Town and Parish Council - count taking place from 10am on Saturday 9 May.

Good luck to all candidates!

The sale of Massey's Folly

It has taken nearly two years of relentless hard work and negotiating by the Farringdon Village Hall Management Committee and in particular, Cllr Durrant, which resulted in the Agreement for Sale being signed at this truly 'extraordinary' meeting. Exchange is expected in the week commencing 4 May with completion some four weeks later.

The buyer, Massey's Folly Development Limited, has kindly granted a licence for the building to remain in use as a Village Hall until the end of July when it will be vacated in order for them to formally take possession. Bookings will therefore continue to be taken until the end of June after which the contents will be removed prior to handover.

**What happens to the Parish Council at election time?
Well, as some people have asked the question, here is the answer.**

The current incumbents will formally retire on 11th May when the 'new', elected Council officially takes office. This is with the exception of Cllrs Roe and Oakley who remain as Chairman and Vice-Chairman until their replacements are voted in. This procedure will take place at the new Council's first meeting on 20th May, once Declaration of Acceptance of Office forms have been delivered by all. Nominations to the Planning and Village Hall Management Committees will also be made at this time. If you would like any further information on this process, please do not hesitate to contact the Clerk.