

FARRINGDON PARISH COUNCIL

Parish Clerk: Mrs Claire Gibbs

Tel: 07765 129409

Email: clerk@farringdonpc.org

Members of the Parish Council - Annual Council Meeting

Cllr Elderton (Chair)
Cllr Durrant
Cllr Mossman

Cllr Batley (Vice-Chair)
Cllr Mrs Farris
Cllr Ray

Cllr Bevan
Cllr Ms de Ledesma
Cllr Williams

You are hereby summoned to attend the Annual Council Meeting of Farringdon Parish Council to be held in the Function Room, The Golden Pheasant, Gosport Road, Farringdon, GU34 3DJ, on Wednesday, 23rd May 2018, commencing at 7:30pm.

C. Gibbs

Mrs Claire Gibbs, Parish Clerk

Members of the public are very welcome to attend, but may only speak at the invitation of the Chair

AGENDA

- 01/18 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND WELCOME
- 02/18 ELECTION OF CHAIR
- 03/18 ELECTION OF VICE CHAIR
- 04/18 DELIVERY OF DECLARATIONS OF ACCEPTANCE OF OFFICE - CHAIR
- 05/18 COUNCILLOR TRAINING REQUIREMENTS
- 06/18 TO RECEIVE AND APPROVE DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS
- 07/18 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011
- 08/18 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS TO ALLOW PUBLIC QUESTION TIME
PUBLIC QUESTION TIME
- 09/18 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS
- 10/18 TO APPROVE THE MINUTES OF THE MEETING HELD ON 7TH MARCH 2018 (for accuracy) (to follow)
- 11/18 MATTERS ARISING FROM PREVIOUS MEETING (for information only)
- 12/18 STANDING ORDERS, FINANCIAL REGULATIONS & POLICIES (to follow)

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Councillors to consider Farringdon Parish Council's Standing Orders, Committee's Terms of Reference and Council Policies document and to ADOPT the Parish Council's Constitution comprising:

- Standing Orders - updated May 2018
- Financial Regulations - updated March 2018 for debit card
- Risk Assessment No change from May 2017
- The complaints procedure
- The Council's procedures for handling requests made under the Freedom of Information Act 2000
- The Council's policy for dealing with the press/media; and
- To note that work is ongoing to ensure that the Parish Council is compliant with the General Data Protection Regulations which come into force on 25th May 2018 and an appropriate policy will be drafted following receipt of the National Association of Local Councils GDPR policy model.

13/18 **COMMITTEES**

Members to REVIEW the Terms of Reference and Delegation arrangements of the Planning Committee. (to follow)

Members to REVIEW the Terms of Reference and Delegation arrangements of the Village Hall Charitable Trust (to follow) and:

- Members to RECEIVE nominations for the Chair, Vice-Chair, Secretary and Treasurer of the Village Hall Charitable Trust.

Members to REVIEW the Terms of Reference and Delegation arrangements of the Village Hall Working Group (to follow) and:

- *Members to RECEIVE nominations to the Village Hall Working Group and APPROVE the 3 core Members required.*
- *Members to RECEIVE nominations for the Chair, Vice-Chair, Secretary and Treasurer of the Village Hall Working Group.*

14/18 **REPRESENTATION ON EXTERNAL BODIES**

- Members to NOMINATE a Parish Council representative to the Trustees of Farringdon School Playground Charity (272320).
- Members to NOMINATE a Parish Council representative to attend the A32 Flood Action Group (FAG) meetings.
- Members to CONSIDER NOMINATING a candidate as Parish Council representative on the South Downs National Park Authority.
- Members to CONSIDER NOMINATING a candidate as Parish Council representative on the Alton and Surrounding Villages Community Forum.

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15/18 TO RECEIVE AND APPROVE PAYMENT OF ACCOUNTS

Agenda No	Chq No:	Date	Payee	Item	Total (£)
	Direct Debit	06/04/2018	NEST	Clerk's pension	26.04
	742	06/04/2018	HMRC	PAYE NI	137.01
	744	09/04/2018	Claire Gibbs	Clerk's monthly salary and telephone	887.71
327/17	Debit Card	09/04/2018	FENLANDLEISURE.CO.U CD 2317	New child's swing seat	99.60
	743	16/04/2018	Baudelaire	Defibrillator installation	212.64
	745	30/04/2018	Wettone Matthews	Payroll services Oct 17 to March 18	180.00
	746	02/05/2018	Claire Gibbs	Clerk's monthly salary and telephone	778.40
	747	02/05/2018	Clive Elderton	Annual Village Meeting costs	60.00
	748	02/05/2018	DM Scholes & Mrs MJ March	Use of the Golden Pheasant function room	101.70
	Debit Card	17/05/2018	Wildly Upbeat Printers	Playground signs	60.00
Total payments made since last meeting					£2,543.10

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The following cheque has been written but need approval at this meeting:

Agenda No	Chq No:	Date	Payee	Item	Total (£)
338/17	749	16/05/2018	Carl Saunders	Website design	420.00
				Total	420.00

The first instalment (£17,500) of the precept was paid into the Parish's bank account on 26th April 2018. The second instalment is due to be paid in September/October.

16/18 TO RECEIVE THE BANK STATEMENT TO DATE AND RECONCILIATION, THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017/2018, THE ASSET REGISTER AS AT 31ST MARCH 2018 AND THE BUDGET MONITORING STATEMENT TO DATE

				£	£
Bank Account(s): (list all bank accounts)					
			Treasurer's Account	94,403.90	
			Bank Account Bus instant access 2	28,365.26	
			Bank Account Treasurer's Deed account 3	25,000.00	
					147,769.16
Less unrepresented cheques (list):					
16/05/2018	749	Carl Saunders	Design of a new website for Farringdon Parish Council	420.00	
					- 420.00
Add uncleared payment (list):					
				Adjusted bank balance	147,349.16
Adjusted Closing Bank Balance as at				17/05/2018	147,349.16

17/18 TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS ON 28TH SEPTEMBER 2017 AND 8TH FEBRUARY 2018 - APPROVAL OMITTED FROM PREVIOUS MEETINGS

18/18 PLANNING APPLICATIONS:

Application: SDNP/18/01763/LIS

Address: Hardings Church Road Upper Farringdon Alton GU34 3EG

Proposal: Listed building consent for - External alterations including roof works, rebuilding and or repointing chimney and installation of additional soakaways. internal works to repair damaged plaster in back sitting room, hall, study area and downstairs wc by damp proofing system.

Planning Officer: Luke Turner

Planning Officer's comments: No Comments made

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Closing Date (for comments): 17th May extended to 24th May 2018 for this meeting

Application: SDNP/18/02112/HOUS

Address: 12 Eastview Gardens Crows Lane Farringdon Alton GU34 3ED

Proposal: Single storey side and two storey rear extension following demolition of existing shed

Planning Officer: Luke Turner

Planning Officer's comments: No Comments made

Closing Date (for comments): 28th May 2018

Application: SDNP/18/02433/HOUS

Address: 14 Parsonage Close Upper Farringdon Alton GU34 3EQ

Proposal: Single storey rear extension and removal of chimney together with alterations to fenestration (windows).

Planning Officer: Luke Turner

Planning Officer's comments: No Comments made

Closing Date (for comments): 13th June 2018

19/18 2018/2019 INSURANCE RENEWAL

The Parish Council's insurance policy is due for renewal on the 1st June 2018. The renewal premium is £768.76, including insurance premium tax (IPT). This takes into consideration the Council's long-term agreement with Came and Company, insurance brokers, which expires on 31st May 2019. The policy itself is with Hiscox.

The Parish Council is being asked to approve the renewal of the insurance policy which will run until 31st May 2019.

20/18 BANKING ARRANGEMENTS - REVIEW SIGNATORIES

The following are signatories to Farringdon Parish Council's bank account:

- Mr Clive Elderton (Chair)
- Mr Tony Batley (Vice-Chair)
- Mr David Williams
- Mr Hugh Bevan
- Mrs Claire Gibbs (Clerk)

The Clerk was required to be a signatory to the accounts in order to be able to view the Council's accounts on-line.

21/18 REVIEW MEMBERSHIP SUBSCRIPTIONS:

- Hampshire Association of Local Councils (HALC)* - £231 (no VAT)
- National Association of Local Councils (NALC)* - £38 (no VAT)
- HALC HR Service - £150 plus VAT (£180 total)

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* Please note that the HALC affiliation fees and the NALC Levy for 2018/19 are invoiced in one invoice for £269 (no VAT)

22/18 GENERAL DATA PROTECTION REGULATIONS

23/18 GRANT FUNDING OF ALTON CAB

24/18 REMEMBRANCE SUNDAY ROAD CLOSURE

25/18 WASTE BINS

26/18 WEBSITE - UPDATE

27/18 POTENTIAL S106 FUNDED PROJECTS

28/18 REPORTS AND ISSUES (for information only, unless received under separate agenda items)

- (i) Natural Environment Report -
- (ii) Village Hall Report
- (iii) Traffic & Transport Report

29/18 FUTURE MEETING DATES:

<u>Date</u>	<u>Time</u>	<u>Venue</u>	<u>Primary Purpose</u>
4 th July 2018	7:30pm	Golden Pheasant Function Room	Full Council Meeting
5 th September 2018	7:30pm	Golden Pheasant Function Room	Full Council Meeting
7 th November 2018	7:30pm	Golden Pheasant Function Room	Full Council Meeting
2 nd January 2019	7:30pm	Golden Pheasant Function Room	Full Council Meeting
6 th March 2019	7:30pm	Golden Pheasant Function Room	Full Council Meeting
3 rd April 2019	7:30pm	All Saints Church	Annual Village Meeting
22 nd May 2019	7:30pm	Golden Pheasant Function Room	Annual Meeting

30/18 COMMUNICATIONS: Key messages from the meeting