

KINGSLEY PARISH COUNCIL

Minutes of the meeting held on Thursday 24th May 2018 at 7:30pm In the Kingsley Centre

Present : Cllr R. Fletcher - Chairman
Cllr K. Clayton – Vice Chairman
Cllr C. Rigden
Cllr R. Coury
Clerk K. Nana Yonko

Members of Public: 1 member of the public was present

22.95 Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting and pointed out the fire exits

22.96 Apologies for Absence

Cllr R Gregory
Cllr C Millhouse

22.97 Declarations of Personal/Prejudicial Interest

None

22.98 Public Question Time

No Public Questions

22.99 Approval of Final Accounts for the Financial Year 2017/2018

Hampshire Association of Local Councils Ltd – Approval of membership document for year 01/04/18 to 31/03/19

It was agreed that the clerk should request a copy of the Memorandum and Articles mentioned on the membership document prior to the approval

Audit Commission – Approval of Annual Governance and Accountability Return 2017/18Form

Cllr R Fletcher read out loud the audit form section 1 “Annual Governance Statement” for all councillors to approve. All sections on the form were agreed.

The section 2 “Accounting Statements” accompanied by annual accounts and bank reconciliation and analytical review of entries documents had been sent to all councillors prior to the meeting for examination and approval. This was approved.

The Clerk and the Chairman signed and dated the form which would be examined by the internal auditor and sent out to the Audit Commission later.

23.00 Approval of Minutes of the Meeting held on 19th April 2018

The minutes of the meeting held on Thursday 19th April 2018 were approved as a true record of the meeting and signed.

Proposed Cllr C Rigden
Seconded Cllr R Coury
All agreed unanimously.

23.01 Matters Arising
No matter arising

23.02 Planning Applications

Applications ongoing:

20136/050 F.W Kerridge Ltd, Farnham Road, Kingsley, GU35 0QP

Rear extension to existing filling station to provide "food to go offering", cladding to existing and new building, new shop front, glazing and bollard's, new parking bays, flood lights and two jet wash bays, relocate vacuum/service bay, timber screen to rear of parking and new bin store

Application granted

49416/006 2 Churchfields, Kingsley, GU35 9PJ

Detached dwelling following demolition of existing garage

Awaiting decision

54941/002 Land South of, Forge Road, Kingsley, Bordon

Removal of conditions 3 and 4 of planning permission 54941 to make permission permanent and non-personal for use of land for stationing of mobile home for residential purposes for a single gypsy pitch

Application granted

51471/006 Unit 7 Waterbrook Estate, Waterbrook Road, ALTON GU34 2UD (HCC planning web site <https://planning.hants.gov.uk/ApplicationDetails.aspx?RecNo=18991>)

Variation of conditions 5, 11 and 18 of planning permission 51471/003 to allow for importation of road planning and the night-time importation and exportation of waste

Objection made, awaiting decision

37484/005 Westerkirk, Forge Road, Kingsley, Bordon, GU35 9ND

Listed building consent - two replacement windows | Westerkirk, Forge Road, Kingsley, Bordon, GU35 9ND

Application granted

22495/012 Burningshams, South Hay Lane, Kingsley, Bordon, GU35 9NW

Listed building consent - replace three windows

Awaiting decision

54919/005 Land at Kingsley Golf Club, Forge Road, Kingsley, Bordon

Detached shed for use as a wormery

Awaiting decision

SDNP/18/01271/FUL Land South of Green Street East Worldham Bordon GU35 9NN

New vehicular access and concrete turning area

Awaiting decision

New applications:

55444/001 Land East of Karma, Forge Road, Kingsley, Bordon

B1(a). B1(b). B1(c). and B2 class Business Units with associated parking areas after demolition of existing motor garage and workshop buildings

It was agreed that Cllr Coury will draft comments and circulate them to all councillors for approval prior to submission to EHDC.

27396/049 Old Park Farm, Forge Road, Kingsley, Bordon, GU35 9LU

Prior notification - agricultural storage barn used for the purposes of storing hay

KPC has no comment to make

Cllr Fletcher mentioned that a new planning application was imminent from the AMA and would be sent to South Downs Authority. It was believed that the application would cover a change of use from agricultural land to an event site. Once received the application would be reviewed by the parish council.

23.03 St Nicholas Cemetery & Cemetery Chapel

Cllr Fletcher confirmed that the full report had been received from the Architect Richard Ashby and is being considered by the St Nicholas project group (Parish Councillors and FoSN). Cllr Rigden had prepared an initial draft of a proposal to the Heritage Lottery for funding and they would now be contacted to discuss the next steps.

23.04 Transport, Highways and Road safety

It was agreed that the traffic calming resolution for Kingsley must be sought sooner rather than later. It was suggested that the gates option could be implemented first and a proposed design could be published in the King's World Magazine asking for public comments.

23.05 Commons, Village Greens and Rights of Way

Footpath 6

Cllr Rigden confirmed that a letter was sent to all residents living close to footpath 6 asking for their views on the suggestion that ownership of the land should be transferred from the Parish Council to a Residents' Association. A summary of the responses has been circulated to Councillors for review.

It was agreed the feedback document could be sent by email to all residents and invite them to a meeting for further discussion.

23.06 Community Resilience

Nothing to report

23.07 Environment and Biodiversity

Allotments

Zurich insurance has informed the Council that its current insurance policy cover volunteers of the council but not volunteers for other organisations. The council needs to tell Zurich how many volunteers there are and the Council will need to produce a risk assessment prior to any work being carried out.

It was agreed that the Kingsley Parish Council is happy to have up to 7 volunteers to do the works needed to the Allotments site and that a risk assessment will be done shortly.

23.08 Kingsley Village Forum

Nothing to report

23.09 Housing, Business & Commence

Cllr Fletcher confirmed that the documents have been sent to EHDC for the nomination of the Cricketers to become an Asset of Community Value however the Committee has requested further information prior to making the final decision. The additional information has been sent.

23.10 Review of Capital Projects

Nothing to report

23.11 Communications

The correspondence received this month was listed & circulated to all Cllrs prior to the meeting.

23.12 Broadband

Cllr Fletcher thanked everyone for all the hard work done. He confirmed that there was a good residents participation at the Annual Parish Meeting held on 16th May 2018 and we now waited upon BT Openreach to finalise their work.

23.13 District Councillor

No report

23.14 Procedure, Finance and Payments

General Data Protection Regulations (GDPR)

To consider the draft policy statement (pages 1 and 2 of document sent to Councillors on 14 May 2018)

Cllr Rigden confirmed that the draft policy statement was sent to Councillors on 14 May 2018 for approval.

Cllr Rigden suggested to include the Allotments Association

The policy statement has been approved and will be put on the parish website

Proposed: Cllr Coury

Seconded: Cllr Clayton

All agreed unanimously

To consider process for review and further develop the related procedures (pages 3 to 8 of document) to be ready for agreement at a future meeting

It was agreed that the procedures are to be reviewed by all Councillors and a special meeting will be held for this.

The format review of the monthly parish meeting has been postponed to a future meeting, except to say that it was hoped that future meetings could spend more time on issues that are effecting Kingsley and less on routine matters

However, it was suggested that the day of future parish council meetings might be changed to allow all councillors to meet other commitments. Cllr Fletcher would seek the councillors' preferences and make a recommendation on the dates and time of future meetings.

Insurance renewal with Zurich insurance annual premium £1,215.01, 1,162.45 for 3 years or 1,109.92 for 5 years premium

Cllr Fletcher confirmed that four renewal insurance quotes had been received and circulated to all councillors prior to the meeting.

It was agreed that Cllr Rigden and Cllr Fletcher would compare the AXA quote with that from Zurich to ensure there was no major differences between the cover provided. The outcome would be notified to all councillors and a decision made.

Payments to be made & Accounts to accept

To consider the payment of invoices on the schedule included in the agenda of the meeting

Payment Date	Payee	Payment Mode	Description	Amount
29/05/2018	Karine Nana Yonko	Cheque	Clerk's May 2018 expenses invoice 0002-2018/19	98.60
29/05/2018	Karine Nana Yonko	Cheque	Clerk's May 2018 salary	324.80
29/05/2018	HMRC	Pending	PAYE May 2018	95.20

Proposal that the above May 2018 Payments should be authorised

Proposed: Cllr Coury

Seconded: Cllr Rigden

All agreed unanimously

The current balance is £68,345.72

Date of Next Meeting of Kingsley Parish Council

The next Parish Council meeting will be held on Thursday 28th May 2018 at 7.30pm at The Kingsley Centre. There being no further business the meeting closed at 10.00pm

CHAIRMAN DATE