

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 10th June 2019 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman) – Presiding
Allan Clark, Chris Ling, Graham Roads, David Stevens and Julie Trotter

2893 Apologies for Absence

Apologies had been received from Julian Jones and Martin Hatley.

2894 Minutes

Graham Roads pointed out that the last sentence of para 2886.1 of the May 2019 minutes implied that there were non-conservation areas in Chapel Wood. This was not the case. The sentence would be changed to read “In the meantime work would start on the activities which did not require such permission.” The remainder of the Minutes of the Meeting held on Monday, 13th May 2019, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2895 Matters Arising from the Minutes

There were no Matters Arising which were not covered by items on the agenda.

2896 Declarations of Interest

Julie Trotter declared a personal interest in Morleys Green, and also in the Village Hall, as she was a Trustee and Member of the Committee.

2897 Co-option to Council

The number of Councillors elected on 2nd May 2019 was one less than the total number of Parish Councillors for Ampfield. As yet no-one had responded to the co-option invitation notice. Members would continue to encourage those interested to come forward.

2898 Public Participation

No members of the public were present.

2899 Financial Matters

2899.1 Accounts for payment

Members confirmed the payment to Scottish and Southern Electric, which had to be made in advance, to disconnect the electricity supply to the old wooden pavilion. Members also confirmed payment to Redington Services to provide power to the scorer's hut. The invoice from Cullen Memorial Masons for cleaning of the war memorials was presented at the meeting and approved for payment.

It was proposed by Graham Roads, and seconded by Bryan Nanson, that the following accounts be paid:

Cheques to be signed	£ inc VAT
SSE Power Distribution disconnection old pavilion	251.70
Redington Services - electricity to scorers hut	852.00
Paul Reynolds Internal Audit 2018/19	135.00
Ace Liftaway- stone bags allotments	84.00
TVBC - fee for uncontested election support	24.00
County Locksmiths- allotment keys	17.95
HCC Supplies- office paper	39.26
May salary - D Matthews	636.69
May payments - HMRC	183.99
Geoff Phelps repairs to playground fences	100.00
Office Expenses D Matthews - ink cartridges	52.99
Microsoft licences Office 365 - Cllr Stevens	<u>475.20</u>
	2,852.78

Cullen Memorial Masons £2500 invoice added to list during meeting
RMG 6-monthly payment Morleys - still being queried £148.50

Payments made between meetings

Eon electricity May - pavilion	40.55
Calor gas standing charge- pavilion	17.99
TV licence renewal - pavilion	<u>154.50</u>
	<u>213.04</u>

Council noted that the query raised against the RMG invoice was still not resolved. Council confirmed and approved the cheques and payments made between meetings. Receipts for the month of May 2019 were £2664.09. This included a CIL payment of ££948.49 and a Councillor Community Grant of £971.80 towards a new notice board. Bank balances on 9th June 2019 stood at £128,125.65 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at

£67,188.67. It was very early in the financial year and expenditure remained modest at £5,602 to the end of May.

2899.2 Year-end accounts

The year-end accounts and the Annual Governance & Accountability Return (AGAR) had been circulated to Council, prior to the meeting. The Clerk, as Responsible Finance Officer (RFO), reported that Paul Reynolds, the Internal Auditor, had completed his audit of Council's accounts for 2018/2019 on 22 May 2018. There were no accounting matters which had to be brought to Council's attention. His signed report, which was part of the AGAR, was noted by Council. The Clerk and the Chairman then presented and explained the 2018/2019 Accounts. The 2017/18 accounts had been amended taking account of the External Auditor's advice to re-instate the loan payment amount due at 31st March 2018. This had not been taken from bank accounts until April due to it falling on a weekend but had been shown in the accounts as a March payment. As expected there were large variances between receipts and payment in 2018 compared with 2019 which were due to the construction costs of the pavilion and the S106 funds to support it. It was noted that the Burial Ground loan would be repaid September 2020. It was proposed and agreed that the accounts be signed by the Chairman and the RFO.

2899.3 Annual Governance Statement

The Chairman then presented and explained the Annual Governance & Accountability Return for 2018/19 which was due to be with the external auditor by 1st July 2019. Council discussed and agreed all the responses in Section 1 of the AGAR. The Chairman and the RFO were authorized to sign Section 1.

2899.4 Accounting Statement

Council then discussed and agreed all the figures in the accounting statement in Section 2 of the AGAR. The Chairman and the RFO were authorized to sign Section 2. Notice of the forthcoming external audit would be posted on notice boards on 16th June 2019. This would advise electors of their rights to question the auditor, and to examine the accounts, and the process by which they could do so. The unaudited accounts would be available for examination from 17th June to 26th July 2019.

2899.5 American Airmen Commemoration Budget

After taking note of the confirmed support grant from TVBC, Council agreed a draft budget of £650 to cover the costs of the commemoration event on 2nd July 2019.

2899.6 Posts for notice board

Council agreed in principle to purchase posts for the new notice board. Martin Hatley and Allan Clark would take this forward and get an estimate of costs.

2900 Ampfield Recreation Ground

2900.1 Car Park Project - update

The Community Asset Fund award of £19,028.40 was in place. The Community Infrastructure Levy request for funds was ready for submission; closing date was 30th June. The playground contract had been awarded to Wicksteed; the request for release of S106 funds of £45,000 for playspace could now be made. Once approved by Council release of S106 monies for the disconnection of electricity to the old wooded changing rooms at £209.75 exc VAT, and for the connection of power to the scorer's hut at £710 exc VAT, would be requested. It was noted that the Cricket Club were required to arrange for removal of the redundant meter and for closure of their account.

2900.2 Site Security

Martin Hatley was not at the meeting.

2901 American Airmen Commemoration Event

Arrangements were well in hand for the America Airmen commemoration event on 2nd July. The attendance of a representative from the American Embassy had still not been confirmed. The Chairman would contact the Embassy again for a decision. In the meantime it was agreed that Graham Roads would contact a nearby Air Force base and invite USAF representatives from there to attend. A short video about the event had been placed on St Mark's website; a link to that had been placed on Ampfield Parish Council's homepage. It was intended that everything would be in place by 18th June; this would give the event team about 2 weeks to deal with any unforeseen circumstances or emergencies.

2902 Date of next meeting

The next meeting of the Council would be held on Monday 8th July 2019.

2903 Closure

The meeting closed at 7.40pm

Chairman.....

Date.....