

2. Local Government Pension Scheme (LGPS) consultation. It has been agreed that Town & Parish Councils (TPCs) will form one group, as detailed in the consultation. An alternative option would be to become a stand-alone employer. An election to receive an individual employer rate must be received by Pension Services by **15 August 2019**. TPC members are invited to attend the Annual Employer Meeting (AEM) which is being held on Friday 18 October 2019. Councillors unanimously agreed to remain within the TPC group rather than stand alone, particularly given the diversity of ages amongst the Parish staff.

059/19/PR **CORRESPONDENCE**

1. EBC Polling Station Review. In accordance with the Electoral Registration and Administration Act 2013, Eastleigh Borough Council (EBC) is required to complete a full review of all polling districts and polling places every five years. The 2019 review will run from Friday 12 July until midday on Friday 6 September and the public will be asked for comments on the suitability of their polling station. Councillors agreed that we will not present a combined response to this but will leave it to individual members of the public to respond.
2. Letter received from Wildern School detailing their plans to re-introduce the Work Experience Scheme next year. This will comprise a 2-day placement week commencing 22nd June. WEPC were asked to consider offering a placement. This has, in the past, been supported and Councillors agreed to support the scheme going forward.
3. Email correspondence with Life Church regarding replacing the projector in the main hall. The Church will pay for the actual projector but have asked if WEPC would contribute towards cabling and installation. Councillors agreed to postpone the decision on this until a quote for the work is received.

060/19/PR **CORRESPONDENCE** to note (previously circulated to all Councillors)

1. Correspondence from HALC. A copy of the July newsletter was circulated on 12th July. The Youthouse have entered their ‘Community Games’ in the HALC Village of Year competition’s Community Event Award.
2. Street Pastors’ Report was forwarded to all Councillors.
3. Letter received from the 4Children administrator enclosing a cheque for £23.05, being 1.14 pence in the pound against the unsecured claim of £2030. As Hampshire County Council had previously paid the outstanding amount of £2030, Councillors agreed to return the £23.05 to them.

061/19/PR **REVIEW OF FINANCIAL REGULATIONS**

A copy of these were previously forwarded to all Councillors. It is an Audit requirement that the Regulations are reviewed annually. Councillors were

invited to comment. The Clerk will meet with the Internal Auditor early September to ensure the regulations comply with up to date legislation. Any amendments will be circulated to Councillors for discussion at the September meeting with approval by Full Council at the October meeting.

062/19/PR PARISH CENTRE

1. **Workshop**
Nothing new to report

2. **Car park**
The Clerk is awaiting alternative quotes. There are limited funds available in the West End Community Infrastructure money which could be used if supported by West End Borough Councillors and HEWEB. Expenditure from this will need to be authorised by HEWEB and, once spent, will not be replaced. Councillors agreed not to pursue funding through this route at this time.

3. **Café**
Figures for June were forwarded to Councillors. A review meeting took place on 16th July 2019 with Cllrs Turl, MacDonald, Marketing Officer, Café Manager and Clerk. An outcome of the meeting was to create an Action Plan for the café, which will include costs, profit, wastage, marketing, future plans etc. The visibility of the café and promotion through social media will also form part of the plan. The group will meet again in September to discuss any proposals that come out of the plan.

Councillors agreed to an expenditure of approximately £200 for a new larder fridge.

4. **Anti-Social Behaviour**
Cllr Asman discussed an email (forwarded from Cllr Bearder) about a complaint received from a local resident regarding noise and disruption at the large chair and table site within West End Copse. It was agreed that the member of public will be advised to contact 101 every time this happens as this then ensures that the problem is logged. The Street Pastors can also be asked to patrol this area, if feasible.

5. **Hall Hire Debt**
The Admin team are pursuing the outstanding debt through Small Claims.

6. **Library**
Further to discussions at the last meeting regarding single staffing, a decision has not yet been made but the preferred option is for the Library Manager to close at lunch time on a Tuesday for an hour. A request has been received from the Life Church, asking to have use of the Library during their regular Sunday booking. The Clerk discussed the feasibility of this with the Library Manager. The Library Manager stated that he is tasked with raising income for the Library Service so,

subject to Life Church paying an hourly agreed charge, the Library would agree to this. Cllrs raised concerns regarding insurance and security. The Clerk will check the existing lease and speak to the library manager to discuss the viability of this.

063/19/PR FIRE STATION

The Form received from Valuation Office Agency was completed and sent. Regarding outstanding works, the Clerk has put together a request for funding/report of the capital improvement plan (with costs) for the Fire Station. This will be presented at the next HEWEB meeting in September, with a view to securing some Developers contributions for this project. Repairs to the fire exit will take place over the summer. A request will be made to HEWEB to release funds for the replacement windows.

064/19/PR YOUTH FACILITY

As agreed at last meeting, quotes were received for work to re-furbish female toilets. The Clerk and the Youthouse Manager met with Little Gems again and agreed that the most economical way forward is to put the small (children's size) sanitary ware etc. (which Little Gems are providing) into the female toilet and to refurbish the disabled and male toilets into Unisex toilets. Funds of £4500 are available of which £2000 is reserves and £2500 is in 19/20 special projects. Hoping to undertake this work over the summer.

065/19/PR TOWNHILL FARM COMMUNITY CENTRE

General

Regarding outstanding works the Clerk has put together a request for funding/report of the capital improvement plan (with costs) for Townhill Farm Community Centre (THFCC). This will be presented at the next HEWEB meeting in September, with a view to securing some Developers contributions for this project.

Following break in, as reported to the last meeting, the Committee were asked to consider installing an external shutter to the coffee lounge window instead of upgrading the patio doors. A quotation of £2,690 + VAT was received for this work. Councillors agreed to this expenditure.

Proposed: Councillor MacDonald

Seconded: Councillor Turl

In favour: Unanimous

There is currently sum of £2510 in THFCC reserves.

Regarding the meeting with the Martial Arts Group, the Deputy Clerk has spoken to the group to pass on the concerns that were raised. Given that no complaints were received from parents, Councillors agreed to allow the group to continue to meet at the community centre.

Townhill Farm Ltd.

Nothing new to report.

066/19/PR HILLDENE COMMUNITY CENTRE

Management Agreement and covering letter have been sent to the Chairman. The Clerk has not yet had meeting with the Chairman. The Hilldene centre has been valued alongside the rest of the Parish buildings. Once the report is received it will be recommended that the Parish take over the insurance of Hilldene.

Waiting for cost from Treemenders and date for work to tree. Emergency felling is advised, at a cost of approx. £1500.

EBC Local Area Manager attended the Hilldene AGM. It was noted that they are looking for funding to install a defibrillator. It was suggested that they apply for £500 from Community Grants this year with the shortfall made up from the West End Community Infrastructure money.

067/19/PR MONTHLY ACCOUNTS

The Financial Statements and list of payments for June 2019 were previously circulated to Councillors. The list of payments will form appendix to minutes.

Expenditure over £500 (excluding salaries/pensions/NI/utility bills/rates etc.) during June 2019:

Amount	Organisation	Details of payment
£4272	Proludic	Play Equipment Repairs
£600	Treemenders	Tree Work Hatch Grange

Credit card payments:

£1409 – primarily café purchases £614; Replacement swing seats – Sutcliffe - £603

VOTE TO ACCEPT ACCOUNTS

Proposed: Councillor MacDonald

Seconded: Councillor Gomer

In Favour: Unanimous

Regarding the re-valuation of all buildings, the surveyor visited all facilities on 15/16 July, at a cost of £2,800 plus VAT. Awaiting report. The Clerk is due to meet with the Insurance Company on 13th August.

Recreation and Environment recommendation for urgent repairs to Upmill Play area fencing.

This issue was brought before this Committee because of the urgency of the situation and the fact that the next meeting of the Recreation and Environment committee will not be until September 2019. There is no specific budget for

this work, but there is £20,792 in the Play Equipment Reserve. The Deputy Clerk emailed members of the Committee with details of 3 quotes received for replacement fencing.

Quote 1	1.2m high galvanised & polyester powder coated – choice of coloured panels	£1,654.05 +VAT (free delivery) 6 week delivery
Quote 2	1.0m high multi-coloured fence pales – recycled plastic wood	£2,036.78 +VAT (free delivery) 4 to 5 week delivery
Quote 3	1.2m high rainbow picket fencing – recycled plastic: To remove existing fence and install new fencing.	£5,900 +VAT (free delivery)

Councillors agreed to proceed with Quote 2.

Proposed: Councillor McDonald

Seconded: Councillor Turl

In favour: Unanimous

The Chair raised the issue of EBC's local Play Strategy. Cllr Turl suggested that a review of all the play areas will need to be undertaken, given that we cannot expect to receive any further developers contributions in the future. It will be recommended that the Recreation and Environment Committee be tasked with this work. To be included in the play areas review should be placement, affordability, what we currently have and its condition, improving routes to play areas and proximity of the play areas to the local population.

068/19/PR UPDATE ON COUNCILLOR TRAINING PROGRAMME

Councillor Collett attended the Chaining Skills course on Wednesday 10th July. Councillor Cole is due to attend this course on Wednesday 30th October. Cllr Collett reported that the course was very beneficial and interesting.

069/19/PR NEWSLETTER

Councillor Tennent reported that Fair Oak Parish Council have decided to produce their Newsletter online only, with a view to saving costs and producing a version more frequently. Councillors discussed the feasibility of adopting such a method at WEPC. The next edition will include a feature on the Hatch Café, as well as including details of the next Ageas Bowl Liaison Panel Meeting.

070/19/PR DATE OF NEXT MEETING

The next meeting will take place on Wednesday 25th September 2019 at 7:15pm.

There was no exempt business to discuss.

The meeting closed at 9.00 p.m.

APPENDIX TO MINUTES OF THE POLICY & RESOURCES COMMITTEE
MEETING HELD ON WEDNESDAY 26th JUNE 2019

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