



WEST END PARISH COUNCIL

The Parish Centre, Chapel Road, West End, Southampton, SO30 3FE
Tel: (023) 8046 2371. E-mail: clerk@westend-pc.gov.uk

Members are required to attend the meeting of the **POLICY & RESOURCES COMMITTEE MEETING** which will be held on **WEDNESDAY 28th September 2022 AT 7.15 P.M** at the **PARISH CENTRE, CHAPEL ROAD, WEST END, SOUTHAMPTON**

THIS IS AN OPEN MEETING WHICH MEMBERS OF THE PUBLIC ARE ENTITLED TO ATTEND.

Mr S Mockford
Clerk to the Parish Council

22nd September 2022

AGENDA

071/22/PR Public Participation

072/22/PR Declarations of Interest

Members are invited to declare interests in relation to items of business on the agenda. Any interests will be recorded in the relevant minutes.

073/22/PR To receive and accept apologies

074/22/PR Minutes of the meeting, held on Wednesday 27th July 2022 to be approved

075/22/PR Matters Arising – To be discussed under Agenda headings below

076/22/PR Correspondence

- External Auditors have approved A.G.A.R. for the year ending 31st March 2022
 - No matters raised
- The Parish Council Insurance policy is due to be renewed on 25th September 2022. The premium (including IPT and all fees) for the year is £11,876.49
- The Parish Council has the *option* to opt out of the SAAA (Smaller Authorities Audit Appointment's) central external auditor appointment arrangements, for the next round of 5-year audit appointments
- Local Policing: Email received advising the new Eastleigh District Commander is Will Rollinson. Sergeant Tom Hannam is the new Hedge End North team Sergeant

077/22/PR Vacancy Notice – Hatch Grange ward update

078/22/PR Parish Centre/Workshop/Hatch Café/Library

- During the annual inspection/service of The Parish Centre commercial boiler was deemed unsafe to use and has been condemned. Replacement quotes have been obtained. Ranging from £5,250.00 to £8,300.00 +VAT. **To be discussed.**
- Advice being obtained to improve the efficiency of existing solar panels; installation of additional solar panels or storage battery. **To be discussed.**
- Key holder and response service, for the monitored alarms at The Parish Centre and Cutbush Football Pavilion – quote received. Annual fee of £350.00 +VAT. Call outs charged as £40.00 +VAT, includes the first hour on site. Any additional hours charged at £20.00 +VAT per hour. **To be discussed.**

- A copy of the Hatch Café year to date takings to be tabled, along with the income and expenditure figures for July and August. **To be discussed.**
- The Worldpay card payment contract has been cancelled. A new card payment provider has been sourced and is now in place - “Handepay”. Savings to the Parish Council approximately £1,200 per annum. **To Note.**
- A new fuel card company has been sourced for the Grounds team vehicles. “Fuel Genie” replacing the “Texaco” fuel card. **To Note.**
- As previously agreed, a new CCTV system has been installed at the Parish Centre and Workshop building. **To Note.**

079/22/PR Fire Station

- Request received from Chartwell Surgery: Hiring of the committee room for 2 hours p/w. To hold ancillary clinics such as diabetes and cancer. At no cost to the surgery. **To be discussed.**
- Existing tenant of the upstairs committee room would like to renew tenancy agreement for a further 2-year period. **To be discussed.**

080/22/PR West End Youth Facility

- 5th West End Guides booking on a Monday evening has been suspended with immediate effect due to lack of numbers. This will be reviewed at their next intake during Easter 2023.

081/22/PR Townhill Farm Community Centre

082/22/PR Hilldene Community Centre –

- West End Pre-School building maintenance update
- Update on a ‘Men’s Shed’ group

083/22/PR Accounts

Monthly reports for July and August previously circulated to all Councillors, to be scrutinised & approved

084/22/PR IT Review – Update on new Parish Council website

085/22/PR Newsletter

- October’s edition due to be distributed w/c 10th October 2022
 - 5,300 publications at a cost of £1,196.00 +VAT

086/22/PR Councillor Training – H.A.L.C. Training to be tabled during the meeting

087/22/PR Exempt business - None

088/22/PR Date of next meeting: Wednesday 26th October 2022 at 7.15 p.m.

PLEASE CONTACT THE PARISH CLERK PRIOR TO THE MEETING
IF YOU HAVE ANY QUERIES REGARDING ITEMS ON THE AGENDA