



# 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](mailto:clerk@westend-pc.gov.uk)

Members are required to attend the meeting of the **POLICY & RESOURCES COMMITTEE MEETING** which will be held on **WEDNESDAY 22<sup>ND</sup> NOVEMBER 2023 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

16<sup>th</sup> November 2023

## AGENDA

- 102/23/PR Public Participation**
- 103/23/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.*
- 104/23/PR To receive and accept Councillor apologies**
- 105/23/PR Minutes of the meeting, held on Wednesday 25<sup>th</sup> October 2023 approved at the Full Parish Meeting on 8<sup>th</sup> November 2023**
- 106/23/PR Vacancy Notice: Councillor vacancy in the Allington Ward**  
- Clerk to provide verbal update.
- 107/23/PR Draft Community Resilience Plan**  
- Amendments to be made – final draft to be approved at January’s meeting. **To Note.**
- 108/PR/23 Email received from Councillor MacDonald**  
- Members to discuss and agree the format of agenda’s, to ensure continuity for all meetings. **To discuss and agree action.**
- 109/23/PR Email received from Councillor Tennent**  
- Proposing a motion to set up a Working Group, in which all Councillors are invited to be part of, to discuss and make recommendations to Full Council, improvements that can be made to enhance transparency and governance with respect to West End Parish Council’s communications. **To discuss and agree action.**
- 110/23/PR Christmas Lights above 52 – 56 High Street, West End**  
- The business owner of 56 High Street has requested the Parish Council covers the energy costs to supply electric to the four sets of Christmas lights above this row of shops. All sets of lights are now energy-efficient LED bulbs; the electricity supply for all Christmas lights, is provided by 56 High Street. **To discuss and agree action.**
- 111/23/PR Internal Audit 2023/24**  
- The internal auditor has inspected accounts up to and including September 2023, including Youth Club accounts. **To Note.**



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**112/23/PR**

## **Draft CCTV Policy**

- Due to the installation of CCTV cameras at three Parish Council owned community buildings, members **to discuss and approve** a new CCTV policy. Draft policy previously circulated to Councillors.

**113/23/PR**

## **Parish Centre/Workshop/Hatch Café/Library**

- Café takings to be tabled.
- **To discuss and agree** Café Christmas opening hours, proposal for the following:
  - o Café to close at 2pm, Saturday 23<sup>rd</sup> December
  - o Re-open; 9am, Tuesday 2<sup>nd</sup> January 2024

**114/23/PR**

## **The Old Fire Station**

- Nothing new to report.

**115/23/PR**

## **West End Youth Facility**

- Nothing new to report.

**116/23/PR**

## **Townhill Farm Community Centre**

- The Parish Clerk is in communication with Zurich Insurance company regarding the potential insurance claim due to recent storm damage. **To Note.**

**117/23/PR**

## **Hilldene Community Centre**

- As previously discussed, during the recent annual gas boiler service, the gas engineer has advised both boilers at the community centre will need to be replaced and one has been condemned. Councillor Tennent would like to investigate the option of more sustainable heating alternatives such as biomass boilers, infrared heating panels and air source pumps. Grants are available through Hampshire County Council, however projects above £5,000 an Energy Efficient Audit is required at a cost of £1,495 +VAT. A grant is available to cover this cost. **Councillors to discuss and agree action.**

**118/23/PR**

## **Cutbush Football Facility**

- Nothing new to report

**119/23/PR**

## **Accounts**

- Monthly accounts for September and October previously circulated to all Councillors. To be scrutinised and approved.

**120/23/PR**

## **Budget and Precept for 2024/25**

- Draft budget and precept figures, previously circulated to all Councillors.
- The Clerk arranged various dates for Councillors to discuss and review the budget together.
- For information; the budget and precept to be agreed and submitted to Eastleigh Borough Council by 20<sup>th</sup> January 2024.

**121/23/PR**

## **Newsletter**

- Administration team, currently working on the next edition of the newsletter.

**122/23/PR**

## **Update on Councillor Training**

- Councillor training courses to be tabled.

**123/23/PR**

## **Date of next meeting: Wednesday 24<sup>th</sup> January 2023 at 7.15 p.m.**