



BURSLEDON PARISH COUNCIL

Parish Council Office, The Village Hall, Long Lane,
Bursledon Southampton SO31 8BZ.
Telephone/Fax 023 8040 7535
Clerk: Mrs Jennifer Whittle

MINUTES OF THE FINANCE AND ADMIN COMMITTEE MEETING OF BURSLEDON PARISH COUNCIL HELD ON TUESDAY 13TH DECEMBER 2011 AT PILANDS WOOD COMMUNITY CENTRE, BURSLEDON AT 7.30 P.M

F.44 APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Holes and Tubb.

F.45 DECLARATIONS OF INTEREST

There were no declarations of interest.

F.46 TO CONSIDER FORMER BPC LENGTHSMAN'S REPORT AND WHETHER BPC SHOULD REINSTATE THIS POST OR IT SHOULD REMAIN WITH EBC

The Clerk had circulated the former BPC Lengthsman's Report. Members discussed this matter and had concerns that several roads (especially in Old Bursledon) were not being cleared of leaves/vegetation or having their drains/ditches cleared to allow adequate drainage of road surfaces. Cllr Craig believed this was done by EBC on a request basis due to restricted budgets.

Resolved:

- 1) That Cllr Craig would liaise with Paul Naylor at EBC and either provide a report back to Full Council in January or request Paul to attend a future BPC Meeting to inform on processes and timing etc. ACTION: CLLR CRAIG*
- 2) That Cllr Andrewes would prepare a photographic survey of roads in Bursledon to be provided to Paul Naylor to enable them to witness the problems being experienced and investigate these matters. ACTION: CLLR ANDREWES*

F.47 PARISH NEWSLETTER – TO CONSIDER REPORT AND FUTURE FORMAT, CONTENT AND DISTRIBUTION OF THE PARISH NEWSLETTER

Resolved to defer this item to the Full Council Meeting on 21 December 2011, due to the lack of time.

F.48 FINANCE

F.48.1 To review parish council fees.

Resolved:

- 1) To approve draft revisions to the current parish fees for the cemetery in line with Eastleigh Borough Council's fees, subject to the interment fees remaining unchanged, as BPC do not dig graves.*
- 2) To approve draft revisions to the current pavilion and pitch hire fees to be prepared and circulated for approval by Full Council in December. Cllr Andrewes wished for it to be minuted that she had not approved the revisions to the cemetery fees. ACTION: CLERK*
- 3) That the allotment fees would be converted to £8 per rod for each allotment. Cllr Nichols would measure the allotments and prepare a table setting out how many rods each allotment is for fee*

purposes and would provide this to the Chair/Clerk/Assistant Clerk for the budget setting process. ACTION: CLLR NICHOLS

It was requested that appreciation of the work done by the Chair and Clerk in producing the budget be minuted.

F.48.2 To consider draft budget and approve draft tax base figure provided by EBC.

Resolved:

- 1) That Council approved the draft tax base figure.*
- 2) That Cllr House would prepare a revised draft budget in line with discussions tonight for circulation to Members and approval at Full Council.*

F.48.3 To consider/approve draft Budget Strategy document.

Resolved that Cllr House would prepare a revised draft budget strategy in line with discussions tonight for circulation to Members and approval at Full Council.

F.48.4 To consider EBC request regarding Council Tax Leaflet preparation.

Resolved that BPC would prepare a Council Tax Leaflet for circulation by EBC.

F.49 BURSLEDON PARISH COUNCIL CEMETERIES

F.49.1 Old BPC Cemetery - rear boundary screening update and decision regarding funding contributions.

Resolved that Cllr Andrewes would liaise with Diana Sneezum and Dr Wade West regarding concerns they had raised with her and this item would then be added to a Full Council Agenda for a decision on the way forward.

F.49.2 To review Burial Regulations and consider Cemetery Report – *this item was deferred to the December Full Council Meeting due to the lack of time.*

F.49.3 To receive an update on BPC applying for “Green Flag” status – *this item was deferred to the December Full Council Meeting due to the lack of time.*

F.50 GRANT APPLICATIONS

F.50.1 Southampton City Shopmobility - £1,500.00. *Resolved not to give a grant.*

F.50.2 Disability Awareness UK – any amount. *Resolved not to give a grant.*

F51 LIONHEART WAY ECOLOGY PARK – TO CONSIDER TREE WORK QUOTATION

This quotation related to tree works along the Woolwich Close boundary (to remove 21 semi mature and 1 mature sycamore) that were originally considered urgent and so only one quote had been obtained.

Resolved to approve the quotation of Ted Freeman, subject to two further estimates being obtained to demonstrate best value was being obtained and to Ted Freeman treating the tree stumps to ensure that no shoots developed. ACTION: CLERK/ASSISTANT CLERK.