

Clerk: Mr Bill Ashdown  
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**NURSLING &  
ROWNHAMS  
PARISH COUNCIL**

Phone: 02380 736766

PO Box 1780, Southampton, Hants, SO15 9FX

**Minutes of the Annual General Meeting of the Council  
held on Monday 13<sup>th</sup> May 2019 at 7.30pm in Nursling &  
Rownhams Village Hall, Nursling Street**

**Council Members Present:**

Cllr P Bundy, Chairman (PB) Cllr S Williams (SW) Vice- Chairman	Cllr M Harding (MH) Cllr M Maltby (MM) Cllr J Lines (JL) Cllr A Bulpit (AB)	Cllr N Anderdon (NA) Cllr D Spooner (DS) Cllr H Painting (HP) Cllr T Swain (TS) Cllr H Broomfield (HB)
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**In Attendance:** Clerk Bill Ashdown

**Members of the Public:** Emily Odell (PCSO)

No.	No.	ITEM	Action by
1.		<b>Election of Chairman &amp; Vice-Chairman</b>	
	1.1	Cllr Williams chaired the Meeting. Nominations received for Chairman: Cllr Bundy Proposed Cllr Bulpit Seconded Cllr Williams <b>Resolved:</b> There being no further nominations it was unanimously agreed and resolved that Cllr Bundy is duly elected to the office of Chairman of Nursling & Rownhams Parish Council for the ensuing year.	
	1.2	<b>To receive Chairman's Declaration of Acceptance of Office.</b> Cllr Bundy duly signed the Declaration of Acceptance of Office as Chairman of Nursling & Rownhams Parish Council for the ensuing year, witnessed and countersigned by the Clerk.	
	1.3	<b>To Elect Vice-Chairman.</b> <b>Motion:</b> Nominations received for Vice Chairman: Cllr Williams	

No.	No.	ITEM	Action by
		Proposed by Cllr Bundy, seconded by Cllr Harding. <b>Resolved:</b> There being no further nominations it was unanimously agreed and resolved that Cllr Williams is duly elected to the office of Vice-Chairman of Nursling & Rownhams Parish Council for the ensuing year.	
2.		<b>Apologies.</b> Cllr Perry, Caroline Nokes MP, Cllr Finlay	
3.		<b>Declarations of Interests.</b> None	
4.		<b>To Receive and Approve the Minutes of the Full Meeting of the Council held on 16<sup>th</sup> April 2019.</b> Minutes were Proposed by MH, seconded by JL. All agreed that the minutes of the Full Meeting held on Tuesday 16 <sup>th</sup> April 2019 were correct.	
5.		<b>Adjournment for 10 Minute Public Question Time.</b>	
	5.1	None	
6.		<b>To Appoint Representatives to:</b>	<b>Complete</b>
	6.1	Hall Management Committee - SW, PB, MH, JL	
	6.2	Test Valley Association of Parish Councils -, NA, JL, DS	
	6.3	BTCV now TCV - Sue Lambert and Pam Ward	
	6.4	Twinning Committee - SW	
	6.5	Rights of Way/Footpaths - AB, JL, HP	
	6.6	Tree Warden(s) - Sue Lambert and Pam Ward	
	6.7	Parish/District Transport Liaison - TS, HP	
	6.8	Police Liaison - NA, PB	
	6.9	Annual May Fair Committee - MM, HB	
7.		<b>Review of Adopted Standing Orders and Financial Regulations</b>	
	7.1	SW stated that the Standing Orders and Financial Regulations documents had been reviewed and updated. SW stated that the current spending limit of £500 for the Clerk has remained static for many years and should be increased, due to escalation in costs, to £1000. The Standing Orders and Financial Regulations were Proposed by SW, seconded by DS. All Members present agreed.	<b>Complete</b>
8.		<b>Review of Arrangements with other Local Authorities.</b>	
	8.1	The TVBC Grounds Maintenance costs had been increased to £11470.81 but was still good value for money. All Members	<b>Complete</b>

No.	No.	ITEM	Action by
		agreed to accept the revised contract.	
<b>9.</b>		<b>Review of work with other Local Bodies and arrangements for reporting back.</b>	
	<b>9.1</b>	There has been no PACT (Police and Communities Together) meetings.	<b>Complete</b>
<b>10.</b>		<b>Review of Asset Register, including land, buildings and office equipment.</b>	
	<b>10.1</b>	SW said there was no change to the current Asset Register.	<b>Complete</b>
<b>11.</b>		<b>Review and Confirmation of Insurance Cover of all Insured Risks.</b>	
	<b>11.1</b>	SW said that our current insurance with Came & Company (Hiscocks) adequately covered our risks.	<b>Complete</b>
<b>12.</b>		<b>To Review the Councils/Employees Membership to Other Bodies:</b>	
	<b>12.1</b>	It was agreed by all Members to continue with Membership with the following bodies: a) Woodlands Trust b) CPRE c) HALC/NALC d) Purchase of Local Council Update e) Local Council Advisory Service f) Hampshire Playing Field Association	<b>Complete</b>
<b>13.</b>		<b>Review the Council's Complaints Procedure.</b>	
	<b>13.1</b>	SW said there was no change to the adopted Complaints Procedure.	<b>Complete</b>
<b>14.</b>		<b>Establish the Council's policy for dealing with the press/media</b>	
	<b>14.1</b>	SW said there was no change to the current policy.	<b>Complete</b>
<b>15.</b>		<b>Set the dates/times/place for ordinary meetings for the year ahead.</b>	
	<b>15.1</b>	Calendar Dates for PC Meetings 2019 are Tuesday 11 <sup>th</sup> June, Tuesday 9 <sup>th</sup> July, Tuesday 10 <sup>th</sup> September, Tuesday 15 <sup>th</sup> October, and Tuesday 12 <sup>th</sup> November. There will be no Meetings in August and December. The Dates of Meetings for 2020 will be presented by the Clerk at the November Meeting.	
<b>16.</b>		<b>Review the Council's Grant Awarding Policy &amp; Procedure</b>	
	<b>16.1</b>	SW said there was no change to the current Policy & Procedures.	<b>Complete</b>
<b>17.</b>		<b>Review Grant Applications Received</b>	
	<b>17.1</b>	<b>The PC agreed to provide the following grants, if requested:</b>  Nursling & Rownhams PCC up to £250.00.	<b>Complete</b>
<b>18.</b>		<b>To Dispose of Business Remaining from The Previous</b>	

No.	No.	ITEM	Action by
		<b>Meeting/ Chairman's Report.</b>	
	18.1	Meeting with the Co-op. PB is trying to arrange a meeting with the Area Manager.	<b>Continues</b>
	18.2	Community Centre. Following meeting by PB, Clerk and David Smith, with solicitor David Smith is completing the application for a CIO.	<b>Complete</b>
	18.3	Telephone Box. No further news from Bloors.	<b>Continues</b>
	18.4	Adanac Roundabout S106 monies for art. Sculptures currently being produced.	<b>Continues</b>
	18.5	Laptop not purchased yet.	<b>Continues</b>
	18.6	Refurbishment of PC Box in Upton Crescent. Nothing further.	<b>Continues</b>
	18.7	Vehicles parking in Nursling Estate. Now being dealt with by Highways Dept	<b>Complete</b>
	18.8	Lampposts for hanging baskets have been tested, agreed by SSE and a licence fee of £25 has been paid to HCC.	<b>Complete</b>
	18.9	Litter warden. Schedule of works to be produced.	<b>Continues</b>
19.		<b>Approval of Payments for Periods Ending 30/04/2019 and Finance.</b>	
	19.1	A schedule of payments and financial reports shown in appendices 1 – 3 for the month ending April 2019. The reports were proposed by DS, seconded by MM, these were formerly approved. All Members agreed.	
20.		<b>Approval of Audited Accounts FY 2018/19</b>	
	20.1	The Audited Accounts were distributed and discussed. Proposed by SW, seconded by DS. All Members agreed the Accounts.	<b>Complete</b>
21.		<b>Approve Annual Governance Statement (AGS).</b>	
	21.1	The checklist accompanying the AGS was presented by PB and each item was agreed in turn by all Members.	<b>Complete</b>
22.		<b>Confirmation of Declaration of Interests.</b>	
	22.1	A request has been received from TVBC to all PC Members to update their Declaration of Pecuniary Interests. Forms distributed to all members present.	<b>Continues</b>
23.		<b>TVBC and County Councillors Report</b>	
	23.1	Some changes with the TVBC setup with 2 new portfolio holders but the total number of Councillors has been reduced from 48 to 43. PB/NA to attend the new Mayor (Martin Hatley) ceremony.	
24.		<b>Police Report and Community Safety.</b>	

No.	No.	ITEM	Action by
	24.1	Emily Odell introduced herself to the Council as the PCSO for this area. A further PCSO is being recruited. Hardly any reported incidents in this area via 101 and there is an online system available now. The more incidents reported the more likely that there will be a greater police presence. There were 5 x ASBs and 2 x Burglaries.	
25.		<b>Training for new Councillors</b>	
	25.1	Clerk to investigate the possibility of getting HALC to present a training course covering Planning for all current and new Councillors.	<b>Clerk</b>
26.		<b>Schedule of Planning &amp; TPO Applications for Discussion 12<sup>th</sup> May 2019</b>	
	26.1	<b>19/00786/VARS</b> – Land at Adanac Park, Adanac Drive, Nursling – variation of condition 29 of 18/01543/OUTS, alteration to site layout, landscaping, footpaths and associated works. <b>Objection. Areas of landscaping have reduced in favour of parking/buildings.</b>	
	26.2	<b>19/00781/VARS</b> – Cobra Lodge, Upton Lane, Nursling – Vary condition 3 and 4 of 16/00957/VARS. Condition 3 to allow a maximum of 12 dogs and condition 4 to extend operating hours to 17:00 on Saturdays. <b>Continues.</b>	
	26.3	<b>19/00902/FULLS</b> – Oyster House, Andes Road, Nursling – Erection of a building for van sales and external display forecourt. <b>No Objection.</b>	
	26.4	<b>19/00958/TPOS</b> 8 St Johns Glebe, Rownhams – T4 Oak, prune branches overhanging garage. <b>No Objection.</b>	
	26.5	<b>19/00718/FULLS</b> Cottlestone, Greenhill Lane, Rownhams – Raise ridge of roof & installation of dormer windows to provide additional living accommodation and erection of detached double garage with store/office over. <b>No Objection.</b>	
	26.6	<b>19/00905/FULLS</b> Falaise, Rownhams Lane, Rownhams – Single storey extension to provide kitchen and living area (amended scheme). <b>No Objection.</b>	
	26.7	<b>19/01004/FULLS</b> Elm Villa, Redbridge Lane Rownhams – Single storey front and rear extensions, conversion of dwelling to form two apartments and additional parking. <b>No Objection.</b>	
	26.8	<b>19/00782/FULLS</b> 2 Hedgerow Close, Rownhams – Erection of single storey rear extension, conversion of garage to kitchen to provide additional living space and front extension to provide a porch. <b>No Objection.</b>	
	26.9	<b>19/01026/TPOS</b> Grove Place, Upton Lane, Nursling – Works to trees as per schedule received. <b>No Objection.</b>	

No.	No.	ITEM	Action by
	<b>26.10</b>	<b>19/01034/FULLS</b> 20 Nutshalling Avenue, Rownhams – Single storey side extension to form extended kitchen and dining area. <b>No Objection.</b>	
	<b>26.11</b>	<b>19/01044/FULLS</b> 17 Testlands Avenue, Nursling – Single storey rear extension to provide additional living space and raised decking. <b>No Objection.</b>	
	<b>26.12</b>	<b>19/01097/FULLS</b> Rownhams East Motorway Service Area, M27 Eastbound Service Road, Rownhams – Extension to Amenity Building. <b>Comment, number of disabled toilets should be increased.</b>	
<b>27.</b>		<b>Correspondence for Discussion for Action 12/05/2019.</b>	
	<b>27.1</b>	<b>Skipton Building Society</b> - Maturity of three-year fixed bond. This will be transferred into the Current Account and then transferred to the CCLA once set up.	<b>Noted</b>
	<b>27.2</b>	<b>TVBC</b> - Test Valley Playing Pitch and Sport and Recreation Strategies	<b>Noted</b>
	<b>27.3</b>	<b>HCC</b> - Temporary closure - Nursling and Rownhams Footpath 506	<b>Noted</b>
	<b>27.4</b>	<b>SSAFA Armed forces Charity</b> – Town & Parish Council - VE Day 75 Celebrations	<b>Noted</b>
	<b>27.5</b>	<b>TVAPTC</b> – Annual Meeting, Thursday 30 <sup>th</sup> May 2019	<b>Noted</b>
<b>28.</b>		<b>Members Questions</b>	
	<b>28.1</b>	JL asked if bike racks could be placed outside the shops? This could be looked into but was on privately owned land and would need permission.	
	<b>28.2</b>	JL asked if there was any further news on the Outdoor Gym project? Clerk said that there was difficulty with drainage of St Boniface Park and this would have to be sorted out before gym equipment could be located.	<b>Clerk</b>
	<b>28.3</b>	JL said a wall had been taken down in Frogmore Lane. However, as it was on private land the Parish Council was not involved.	
	<b>29.4</b>	HB asked if we had considered producing a neighbourhood plan. PB said we had but the Parish Council believed it would not be to our advantage.	

**The meeting closed at 10.15pm**

**The next Full Meeting of the Council will be held on Tuesday 11<sup>th</sup> June 2019 at 7.30pm**

Appendix 1

**NURSLING & ROWNHAMS PARISH COUNCIL**  
**PAYMENTS AND RECEIPTS FOR PERIOD ENDING 30TH APRIL 2019**

DATE	CHQ NO	PAYEE	EXPENSE	CR	DR	
						78,378.41
01.04.19	DD	Virgin Media	Telephone Bill		35.82	78,342.59
15.04.19	BACS	TVBC	Precept	30,500.00		108,842.59
15.04.19	BACS	Barclays	Transfer Current to Rewards		60,000.00	48,842.59
15.04.19	104081	W. Ashdown	Wages for April 2019		818.90	48,023.69
15.04.19	104082	Do The Numbers Ltd	Internal Audit Inv No: 12/790		320.00	47,703.69
15.04.19	104083	David Simpkin	Bus Shelters Quarterly Clean		245.00	47,458.69
15.04.19	104084	CPRE	Annual Membership		36.00	47,422.69
15.04.19	104085	Tree Masters	Fell 2 Willows in Balmoral Way		265.00	47,157.69
15.04.19	104086	HALC	Annual membership HALC/NALC		1,009.00	46,148.69
15.04.19	104087	Hants C.C.	Street Lighting		143.83	46,004.86
15.04.19	BACS	Nursling Vets FC	Footbal Pitch and Changing Room Fees 2018/19	450.00		46,454.86
16.04.19	104088	Mrs H. E. Smith	Village News Printing Inv No: 211		80.00	46,374.86
17.04.19	100311	Mrs H. E. Smith	Village News Adverts	317.40		46,692.26
30.04.19	100312	Nursling FC	Football Pitch and Changing Room Fees 2018/19	450.00		47,142.26
30.04.19	100313	Newton Heath FC	Football Pitch and Changing Room Fees 2018/19	450.00		47,592.26
<b>TOTAL</b>				<b>£32,167.40</b>	<b>£62,953.55</b>	

**NURSLING AND ROWNHAMS PARISH COUNCIL**  
**FINANCIAL YEAR 2019 / 2020**  
**Position as at 30/04/2019**

**MONEY ON DEPOSIT WITH SKIPTON BUILDING SOCIETY**  
**BASE RATE REWARD**

<u>Date</u>	<u>Interest paid</u>	<u>Paid In</u>	<u>Notes</u>	<u>Paid Out</u>	<u>Balance</u>
01/04/2019					£79,320.90
					£79,320.90
					£79,320.90
	£-	£-		£-	
				<b>Deposit Balance</b>	<b>£79,320.90</b>

**MONEY ON DEPOSIT WITH BARCLAYS BANK**  
**BASE RATE REWARD**

<u>Date</u>	<u>Interest paid</u>	<u>Paid In</u>	<u>Notes</u>	<u>Paid Out</u>	<u>Balance</u>
01/04/2019					£88,752.40
01.04.19	£30.15				£88,782.55
15.04.19		£60,000.00			£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
					£148,782.55
	£30.15	£60,000.00		£-	
				<b>Deposit Balance</b>	<b>£148,782.55</b>

**Available funds on deposit** **£228,103.45**

**CURRENT ACCOUNT BALANCE AT BARCLAYS BANK**

*Note: Includes unpresented cheques.*

		Brought Forward at 01.04.19	£57,881.83
Earmarked capital	£83,822.00	<b>Current Account Balance at today's date</b>	<b>£47,592.26</b>
		<b>Total available funds (Deposit + Current) before commitments</b>	<b>£275,695.71</b>



Appendix 3

**NURSLING AND ROWNHAMS PARISH COUNCIL**

**Income and Expenditure Account for the year ended 31st March 2020  
Position as at 30th April 2019**

	2019/20	2018/19
	£	£
<b><u>Income</u></b>		
Precept	30,500	58,000
Interest received	30	1,471
Village news adverts	317	4,516
Grants received	0	1,600
May Fair	0	1,271
Other income	1,350	2,220
<b><u>Total Income</u></b>	<b><u>32,198</u></b>	<b><u>69,078</u></b>
<b><u>Expenditure</u></b>		
Community Support		
Community services & facilities (A	590	20,231
S137 Payments (Note 9)	<u>0</u>	<u>1,725</u>
	590	21,956
<b><u>Administration</u></b>		
Staff costs incl NI/pension contributi	819	15,834
Administration (gates, play equip,	156	6,246
Legal, professional and audit fees	320	1,644
Subscriptions	<u>1,045</u>	<u>221</u>
	2,340	23,945
<b><u>Total Expenditure</u></b>	<b><u>2,930</u></b>	<b><u>45,901</u></b>
<b>Surplus/Deficit for the year</b>	<b><u>£29,268</u></b>	<b><u>£23,177</u></b>
<b><u>General Fund</u></b>		
	£	£
Opening Balance	247,820	224,643
Add - Income	32,198	69,078
Less - Expenditure	<u>-2,930</u>	<u>-45,901</u>
<b>Closing Balance (Note 8)</b>	<b><u>£277,087</u></b>	<b><u>£247,820</u></b>