

## **SWAY PARISH COUNCIL**

**A Meeting of the Parish Council was held at the Jubilee Field Pavilion, Station Road, Sway on Thursday 29<sup>th</sup> May 2014. The meeting commenced at 8.30pm following the conclusion of the Annual General Meeting.**

**Present :** Councillors Barry Rickman (Chairman), Ted Fleat (Vice Chairman), Kevin Cripps, Peter Dance, Carole Gates, David Golby, Kevin Langford and Stephen Tarling.

**In attendance:** Neil Gulliver (Parish Clerk) and John Warden (Parish Council's Transport Representative) plus 10 members of the public.

### **048/14 Election of Chairman**

Stephen Tarling proposed, seconded by David Golby, that Barry Rickman be elected as Chairman of Sway Parish Council for the ensuing year.

There being no further nominations, Barry Rickman was duly elected.

### **049/14 Election of Vice Chairman**

David Golby proposed, seconded by Carole Gates, that Ted Fleat be elected as Vice Chairman of Sway Parish Council for the ensuing year.

There being no further nominations, Ted Fleat was duly elected.

### **050/14 Apologies**

None.

### **051/14 Minutes of the Meeting held on the 24 April 2014 and Matters Arising (1) Minutes**

The minutes of the meeting held on the 24 April 2014 were approved and signed by the Chairman.

There were no matters arising.

### **052/14 Affordable Housing Update**

The Chairman reported that, together with the Clerk and Stephen Tarling, he had met with representatives of the New Forest National Park Authority and HARAHA to consider possible sites within the village and that they had agreed to contact the landowners to see whether they would be interested in making their land available for affordable housing. He would report back on the outcome to a future meeting.

### **053/14 Clerk's Report**

In presenting the reports, the Clerk highlighted the following issues:-

**Standing Orders** – The Parish Council unanimously agreed to adopt the revised Standing Orders with immediate effect.

**Operating Framework** – The Parish Council unanimously endorsed the revised version of the Council’s Operating Framework.

**Complaints Procedure** - The Parish Council unanimously adopted the Complaints Procedure.

**Membership of Committees and Working Groups** - The Parish Council unanimously approved the membership of its Committee and Working Groups as follows:-

**Planning & Transport Committee** – Kevin Cripps, Peter Dance, Carole Gates, David Golby, Kevin Langford and Stephen Tarling.

**Amenities Working Group** – Peter Dance, Carole Gates, Ted Fleat, Kevin Langford and Barry Rickman.

**Finance Working Group** – Kevin Cripps, David Golby and Barry Rickman.

**Volunteers** – In considering the list, it was agreed that Stephen Tarling should relinquish responsibility for footpaths but would assume responsibility for the NNPA South West Quadrant Meetings and also attend meetings of the New Forest Association of Local Councils when required. Peter Dance would assume sole responsibility for footpaths for the coming year. The list was then duly agreed.

**Annual Audit Return** - The Parish Council gave their unanimous approval to the Chairman and the Clerk being given authority to sign off the Annual Audit Return.

**Jubilee Field – Fire Extinguishers** - The Clerk reported that the annual inspection of the fire extinguishers the Pavilion had identified that one extinguisher required replacing as it is 10 years old and two others required five yearly discharge tests at a total cost of £156.00 plus VAT. The Parish Council unanimously agreed this expenditure.

#### **054/14 Finance - Accounts to be paid in May 2014**

It was unanimously agreed that the following payments should be authorised:

	<b>Cost £</b>	<b>Cheque Value £</b>
Hampshire Playing Fields Association – Annual Membership Fee	40.00	40.00
SCARF – Grant	100.00	100.00
Zurich Mutual – Insurance of Allotment Mower and Artificial Cricket Strip	103.73	103.73
Talk Talk Business – Office Broadband & Telephone	31.76	-
E-on – electricity and gas at Jubilee Field	295.69	-
Payroll Solutions Ltd – Clerks Pay Arrangements	21.60	-
Payroll Solutions Ltd – Clerks Pay End of Year Returns etc	32.52	32.52
John Pierson Ltd – Maintenance to Football and Cricket Areas at Jubilee Field	4710.00	4710.00
The Gardeners Ltd – Grounds Maintenance for April 2014	509.04	509.04
Loaders Garage Ltd – Red Diesel for Tractor	50.00	50.00

Chris Olden – Removal of Fir Tree at Allotments	80.00	80.00
NFDC – Sundries & Printer Cartridges	131.13	131.13
Fair Account – End of Year Audit	50.00	50.00
Advertiser & Times – Annual General Meeting Public Notice	24.00	24.00
Cleansing Service Group Disposal of effluent from cricket pavilion	140.00	140.00
Brian Batchelor – Facilities Management for May 2014	201.67	201.67
Clerk's net salary for May 2014 plus expenses/costs	836.16	836.16
HM Revenue & Customs – Tax/NI on Clerk's salary for May 2014	238.89	-
HM Revenue & Customs – Employers NI for May 2014	45.87	284.76
Lloyds TSB – Bank charges	15.08	-
<b>Total</b>	<b>7657.14</b>	<b>7293.01</b>

Current Financial Position - Current Account as at 29/05/14 - £54,987.94

### **055/14 Report from the Planning and Transport Committee**

Stephen Tarling reported the main issues which had been dealt with by the Committee at their meeting on the 8 May 2014:-

The Committee had recommended approval of the planning applications in respect of 3 Stanford Rise, Sway; The Paddock, Middle Road, Tiptoe and Arnewood Court Farm House, Barrows, Lane, Sway and had also recommended approval of the planning application in respect of Gablemead, Manchester Road, Sway but were happy to accept the decision reached by the NPA's officers under their delegated powers. In addition they recommended refusal of the planning application in respect of Little Purley Farm, Chapel Lane, Sway.

### **056/14 Grant Applications**

The Clerk stated that there were no applications to be considered.

### **057/14 Correspondence and Any Other Business**

#### **(1) Friends of Sway Station (FOSS)**

The Clerk read out a letter of thanks from Alan Cracknell, Chairman of FOSS, for the cheque for £300 which would be used towards the planting scheme at the station.

#### **(2) All Seasons Children's Centre**

The Clerk referred to a request he had received for use of the Jubilee Field site on Thursday 21 August to site their playbus to provide a free play session for all families in Sway. The Parish Council agreed to support this request subject to the organisers confirming that they had the necessary public liability insurance.

### **058/14 Dates of Future Meetings**

The dates for future meetings of the Parish Council were noted:-

Thursday	26 <sup>th</sup> June 2014	Jubilee Field Pavilion
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Thursday	24 <sup>th</sup> July 2014	Jubilee Field Pavilion
Thursday	28 <sup>th</sup> August 2014	Jubilee Field Pavilion
Thursday	25 <sup>th</sup> September 2014	Jubilee Field Pavilion
Thursday	30 <sup>th</sup> October 2014	Jubilee Field Pavilion
Thursday	27 <sup>th</sup> November 2014	Jubilee Field Pavilion

There being no further business, the Chairman closed the meeting at 9.05pm.

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Chairman