

St Leonards & St Ives Parish Council

The Parish Office
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18th July 2018

To: All Members of the Parish Council

Dear Councillor

MEETING OF THE FULL PARISH COUNCIL

You are hereby summoned to attend a meeting of the Parish Council to be held in the Committee Room, Village Hall, Braeside Road, St Leonards on **Wednesday 25th July 2018** at **7.00 pm** to transact the business as listed on the agenda below:-

Mrs Ann Jacobs, Clerk to Council

*No Fire drill is planned please exit the building if the alarm sounds
Meetings are recorded to facilitate the compilation of the Minutes only*

AGENDA

Public Open Forum immediately after the above items for 5-10 minutes - An opportunity for Members of the Public to ask questions of the Council. Members of the Public are reminded that they must not interrupt the meeting when this item has ended. Please note that the meeting must resume promptly to ensure the conclusion of business.

County Councillors Report

1. **Pecuniary Interests:** Members are required to declare any Pecuniary Interests which have not already been included on their Register of Interests form. To consider any written requests for a Grant of Dispensation for items on the agenda.
(Members are respectfully reminded that standing order 13(b) requires a Member with a discloseable interest in an item to withdraw from a meeting for that item.)
2. **Apologies:** To receive Apologies for absence
3. **Minutes of the Parish Council Meeting held on 27th June 2018 pages 8-10-**To approve and adopt the minutes of this meeting.
4. **Matters arising from the Minutes**
 - Co-option – the second stage poster has now been publicised. I have had two verbal enquiries deadline for applications is 10th August, 2018 and the co-option is currently scheduled for 29th August 2018. Full information including the declaration form is on the Parish website.
 - Replacement pedestrian gate for play area – delivery imminent
5. **Correspondence:**
 1. Agendas EDDC
 2. Highways Agency – Fencing damage reported again on 11.07.18 together with the VAS sign which is still not working.
 3. Public speaking information is available in the Parish noticeboards and on the website.
6. **Finance:**
 - i) To review and approve the schedule of payments for July. Note a cheque book has gone missing and a replacement is still awaited.
 - ii) To review and approve the bank reconciliation for end of June
 - iii) Members to note that March, April and May bank reconciliations have been verified and signed off by Cllr Goringe.
 - iv) To appoint two more authorised signatories to the main bank account.
 - v) DAPTC Annual Subscription renewal for 2018/2019 £1081.14 – an email has been sent to DAPTC as instructed, Members to consider the reply if received prior to the meeting.

7. To formally adopt the Committee approved minutes of the following Planning Committee Meetings:-

3rd August 2017; 24th August 2017; 14th September 2017 5th October 2017; 26th October 2017; 16th November 2017; 7th December 2017; 21st December 2017; 11th January 2018; 1st February 2018; 22nd February 2018; 15th March 2018; 5th April 2018; 26th April 2018 ; 17th May 2018; 7th June 2018; 28th June 2018; 19th July 2018.

Note all of these Minutes were agreed and signed off by the Planning Committee and require just formal adoption by the full Council.

8. Amenities:

- i) Dog warden report
- ii) Preparations for the Tennis court replacements is underway scheduled for end August this will mean 3 spaces will be reserved for skips and building work. Depending on access this will be on the rear car park by the Scouts hut or may have to be on the entrance drive close to the Annexe.
- iii) To report any other amenity matters arising

9. Horton Road Speed limit request – To receive a request from a resident to reduce the speed limit to 30mph from the Ashley Heath roundabout. A number of requests have previously been received.

10. Parking issues St Ives Wood – To receive a request from several residents to put in parking restrictions to prevent all day parking by non-residents.

11. GDPR Update –

- i) We are required to publish privacy notices on our website and also for residents, Members and Staff these have been drafted using the NALC templates. Member to consider these and if minded formally resolve to accept them.
- ii) To review and if minded adopt filing and document retention policy

12. Transfer of assets from EDDC to the Parish as a result of LGR – A draft proforma has been completed and returned on the basis of Min. 44. A request for maintenance costs was submitted. Members to receive a further update and consider any further recommendations. There is no guarantee that all or any of the sites will be transferred this is down to the EDDC Cabinet.

13. Appointing Solicitors for the Council – Members to consider appointing a solicitor for handling Parish Council business.

14. Parish Councillors' Reports -To receive reports from Parish Councillors including:-

1. DAPTC
2. Homewatch
3. EDEP Meetings
4. Burial Ground – update from Cllr Adkins

15. District Councillors' Update

16. Memorial for 100th Anniversary of the Armistice – To receive a report from Cllr Adkins and consider recommendations made.

17. Website Review - To receive a report from Cllr Adkins on a review of the website and to consider any recommendations made.

18. Dorset Council Electoral review – Consultation runs to 27th August 2018 – Posters are displayed on noticeboards and on the website. Cllr Bryan and Cllr Dyer will give a short report. Members to consider a response.

19. Protocol for marking the Death of a Senior National Figure – Members to review and if minded, adopt the draft protocol.

20. Exchange of information: Next meeting to be held on 29th August 2018