

**MINUTES OF THE CROSSWAYS PARISH COUNCIL FULL COUNCIL MEETING HELD ON THURSDAY 24<sup>TH</sup> NOVEMBER 2005 AT 7PM IN THE VILLAGE HALL**

Present: Cllr Robert Russell (Chairman), Cllr Elaine Stenning, Cllr Claire Harriss, Cllr Terrie Connor and Cllr Caroline Round

Also Present: District Councillor Daniel Smy.

**PUBLIC INFORMATION ANNOUNCEMENTS** None to report.

**PUBLIC PARTICIPATION PERIOD** Concern was raised in the matter of the MUGA (Multi Use Games Area) planning application. The floodlighting and vehicular accesses were two of the concerns raised. Cllr Russell explained that both the floodlighting and vehicular access would be controlled and limited to clubs and authorised users. The vehicular access to the sports field would be as it is now as keys only available to a limited number of people.

**REPORT BY COMMUNITY POLICE OFFICER** The Community Police Officer was not available. The Clerk confirmed that an e mail link with the Crossways Police Officer and the Community Support Officer has been established.

**REPORTS BY DISTRICT AND COUNTY COUNCILLORS** Apologies were received from Cllrs David Crowhurst and Teresa Seall.

**CLLR SMY** reported that he had met with Mr Cranmer at WDC and confirmed that as previously reported by the Parish Council dog waste should be placed in litter bins. Cllr Smy asked for lidded bins but was not able to confirm these would be made available. Cllr Smy confirmed that if the Parish Council supplied 'lidded' dog waste bins they would have to be emptied at a cost the Crossways rate payers. Cllr Smy reported the proposed merge of Dorset and Hampshire Police Forces and urged the Council to complete the consultation document.

**REPORTS BY SCHOOL GOVERNORS** School Governors not available. A report by the Head Teacher of Owermoigne School is attached at Annex A to the main and library copy of these minutes.

**THE MEETING**

**ITEM 1 APOLOGIES FOR ABSENCE** Apologies were received from Cllr Brewer, Cllr Chubb, Cllr Manuel, Cllr Dullaway, Cllr Peacocke and Cllr Bradley.

**ITEM 2 DECLARATIONS OF INTEREST** There were no Declarations of Interest.

**ITEM 3 MINUTES OF THE PREVIOUS MEETING** The Minutes of the previous meetings were accepted as a true record and duly signed.

**ITEM 4 MATTERS ARISING** There were no matters arising

**ITEM 5 CHAIRMAN'S REPORT TO INCLUDE PLANNING UPDATE MUGA**

a. **MUGA** The Chairman reported that the plans for the MUGA were now with the planners with a consultation deadline of December 2<sup>nd</sup>.

b. **FETE** Cllr Russell confirmed that the public meeting to discuss the Fete to be held in Crossways would be held on Wednesday January 11<sup>th</sup>. Cllr Russell stressed the

importance of setting a date for the Fete to enable necessary bookings to be made; and proposed August 5<sup>th</sup> 2006 as that date. This was agreed.

**ITEM 6 UNDER THE PARISH COUNCILS DELEGATED POWERS TO AGREE STREET NAMING AND NUMBERING CONSIDER APPLICATION TO NAME THE DEVELOPMENT TO THE REAR OF 33 COMBE WAY (TWO BUNGALOWS) 1 and 2 COMBE GARDENS** Cllr Russell suggested 33a and 33b to prevent further confusion experienced by emergency services and agencies in locating properties in Combe Way noting that two bungalows would not be shown on any map; as two properties would not constitute a road/street. It was proposed by Cllr Russell, seconded by Cllr Stenning that the properties be known as 33a and 33b. This was agreed.

**AGREED**

**ITEM 7 CONSIDER QUOTES RECEIVED FOR OUTSIDE AGENCY INSPECTION – SPORTS FIELD** Cllr Russell reported that a quote for a further inspection of the sports field had been received. Cllr Russell reported the prospectus and asked that Councillors agree to this inspection being undertaken as proposed at the previous Amenities Committee meeting. Cllr Russell advised Councillors that the cost would be £900.00. It was proposed by Cllr Stenning, seconded by Cllr Harriss and agreed by all that this inspection is carried out.

**AGREED/ACTION CLERK**

**ITEM 8 REPORT YOUTH CLUB MANAGEMENT COMMITTEE MEETING – CLLR DULLAWAY** Cllr Dullaway was not available for report.

**ITEM 9 TO RECEIVE AND ACCEPT THE MINUTES OF THE COMMITTEES 7<sup>th</sup> NOVEMBER 2005 AND TO ANSWER ANY QUESTIONS ARISING FROM THOSE MINUTES:**

- a. **AMENITIES – Page 347-348** The Minutes of the Amenities Committee dated 7<sup>th</sup> November 2005 were presented by Cllr Stenning and duly accepted subject to an amendment requested by Rev Birdseye.
- b. **PLANNING – Page 218** The Minutes of the Planning Committee were presented by Cllr Russell and duly accepted.
- c. **FINANCE & ADMINISTRATION – Page 139** The Minutes of the Finance & Administration Committee were presented by Cllr Brewer and duly accepted.

**ITEM 10 TO NOTE AND APPROVE EXPENDITURE FOR THE PREVIOUS MONTH 27<sup>TH</sup> OCTOBER – 24<sup>TH</sup> NOVEMBER 2005**

Income and Expenditure for the previous month was noted and approved as follows:

	Expenditure £	Income £
BDO Stoy Hayward Audit	293.75	
Express Glass (Bus Shelter)	134.98	
Cllr Russell (Expenses)	30.00	
Salary Clerk (November)	714.68	
Inland Revenue PAYE (November)	174.30	

Clerks Expenses (Home as Office)	50.00	
Litter Collector	65.65	
Prize Best Kept Village and Best Community Village		50.00
Clerks Gratuity (Transfer)	368.36	
Bank Charges	24.00	
Dijon Services	101.05	
Viking Direct	77.36	
BT	117.47	
Salary Clerk (December)	714.67	
Inland Revenue PAYE (December)	174.31	

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Expenditure proposed Cllr Stenning, seconded Cllr Harriss AGREED

**ITEM 11 TO HEAR BUDGET PROPOSALS AND SET PRECEPT FOR THE YEAR 2006 - 2007** Copies of the budget proposals and precept requirement for 06/07 were given to all Councillors with a set of explanatory notes. Cllr Russell noted the figures and congratulated Cllr Brewer and all Councillors for well monitored budget settings and for enabling the precept requirement to be limited to a 4% rise equating to approximately £1 per household per annum. Copies of the precept presentation are attached (Page 937- 938).

The 2006-2007 precept figure, £21,850, was proposed by Cllr Stenning, seconded by Cllr Connor and accepted.

AGREED

**ITEM 12 CONFIRMATION OF DATE OF NEXT MEETING (THURSDAY 26<sup>TH</sup> JANUARY 2006)** Cllr Russell confirmed the date of the next meeting as 26<sup>th</sup> January 2006 and confirmed delegated powers until the date of the next Council Committee meetings (9<sup>th</sup> January 2006).

There being no other business the meeting closed.

UNTIL

Signed ..... (Chairman) ..... 2006

SIGNED



## QUESTIONS & ANSWERS

*What will this increase mean to the average Council tax payer ?*

On a Band D House this would represent an increase of £1.01 for the year. However with the additional newly occupied houses in the village this may reduce this amount further.

*How is the Precept figure arrived at ?*

The Councillors meet to review expenditure against budgets for the last complete financial year. From this there is a need to make reasonable assumptions on the expenditure and income figures which can be expected. The Council needs to take account of any large projects or funding which is anticipated and to make reasonable contingency arrangements. These include any fixed term contracts which are due to expire in the period (i.e. grasscutting) which is the case in this presentation. Salaries and expenses are reviewed in line with the pay scales and Retail Price Index (RPI). Once this is done, the Chairman of Finance ensures that the precept figure is sufficient to meet the working needs of the Council.

*Why is there a need to increase the precept ?*

As part of a prudent fiscal policy, it is essential that the council allows for the increases in expenses such as wages, utilities and stationery. The Council is now being asked to consider more and more proposals which impact on village life – as part of a commitment to this there may be a need to make further small capital expenditure or increase maintenance budgets. Even if items are purchased for the use of villagers and presented to the Council they still need to be insured and maintained at Council tax payer's expense. There has also been a large increase in stationery and telephone costs which are associated with a larger volume of business which the council and its officers are being asked to undertake.

*Why such a large rise on the budget figure for insurance ?*

During the financial year 2006-07 the Council anticipates the completion of an insurance of the new Multi Use Games Area MUGA. The continuing costs of claims for vandalism and damage to council assets also means an inevitable rise in premium levels.

*There is also a large increase in the anticipated amount of credit interest to be received – why is this ?*

It is also anticipated with the completion of the Betterment development adjoining the new Frome Valley School that the Council will be asked to take ownership of additional open spaces. This will come with a sum from the developers which will be added to reserves to continue to offset the costs of maintaining this land.

*What is the forecast underspend figure ?*

This has been carried forward from previous financial years due to careful management of the Council – It is anticipated that this figure will reduce or disappear as these funds are called for by the Council. A provisional figure of £1,000 has been allocated as a fund for the proposed Village Fete. There are also plans to research and design a new Village Hall but the time is not yet right for these to be commissioned.

*How are the budgets checked ?*

Each month at the sub committee meetings, expenditure against budget is checked. All Councillors have been involved in formulating the proposed budgets and are satisfied that they represent a realistic figure. We are continuing to monitor costs and ensure that they represent real value for money in the delivery of the statutory services we are responsible for as well as enabling us to give added value to community life.

*What if you have got the forecast wrong ?*

There is a built in contingency and the Audit Commission are also satisfied that there are sufficient funds held on reserve to meet any deficit. In extreme cases it is possible for the Council to adopt borrowing powers to seek a loan from the District Council. This would be reserved for exceptional circumstances. An underspend figure can also be used to offset any future rise in Council tax.