FRENSHAM PARISH COUNCIL

Minutes of the Parish Council Meeting Wednesday

17th January 2024 at 7.30pm in the Parish Office

# Present

**\***Cllr Billings \*Cllr Pickering

\*Cllr Scimone (Chair) \*Cllr Davis

\*Cllr Lamb

aCllr Rowlatt

\* Mrs Audsley (Clerk)

aCllr James Staunton (WBC)

\*Cllr David Munro (WBC) arrived at 8.17pm

aCllr Harmer (SCC).

1 Members of Public (MoP)

**\*** = present **a** = apologies received

**116/23 Apologies for absence**

Cllr Rowlatt and WBC. Cllr Staunton, C.Cllr Harmer

**117/23 Disclosure of Pecuniary and Other Interests.**

To receive from members, in relation to any items included on the agenda for this meeting, disclosure of any interests which are required to be disclosed by Section 94(1) of the Local Government Act 1972; and in accordance with The Parish Councils (Model Code of Conduct) Order 2001. (2012)

 None.

**118/23 Questions from Members of Public**

None.

**119/23 Approval of Council Minutes**

To note and approve (previously circulated) Council minutes of 20th December 2023 and all recommendations therein.

The minutes of the council meeting of 20th December 2023 were approved and signed.

**120/23 Reports : Surrey County Councillor and Waverley Borough Councillors**

Cllr Munro gave an update on WBC budget and some inconsistencies with signage at NT Little Pond. There are ongoing discussions with SCC around BOAT 520. The sailing club at the Great Pond is continuing discussions around their lease renewal and Farnborough Airport are now awaiting the decision from Rushmoor BC.

**121/23 Planning & Highways**

NMA/2023/02767 - Amendment to wa/2022/01633 to alter design of hallway doors and design window fenestration; as well as removal of timber boarding and timber boarding cheeks to be replaced with brick.

HYDE FARM HYDE LANE CHURT FARNHAM GU10 2LR

FPC has no comment.

**123/23 To consider FPC response to SCC Rights of Way Survey (previously circulated)**

It was agreed that the Clerk would complete a first pass for discussion, however in the meantime, all Cllrs to review the questions and feedback to the Clerk any recommendations. The Clerk to add to the next agenda.

**124/23 To agree design (previously circulated) and purchase of covid bench**

It was agreed by all those present to proceed with the natural curved oak bench. Cllr Scimone to source quotations and timescales.

**125/23 Car Park surface**

Further to reviewing the car park surface proposal at the last meeting, it was decided the post crete wouldn’t be a viable option, therefore it was agreed by all those present to order a tonne bag of scalpings to tamper in as there should be sufficient left over to regularly top up over a two year period. Cllr Davis to order the scalpings at a cost of £65.00.

**126/23 Finance Matters**

1. To review and sign bank reconciliation accounts for year to December 2023 (previously circulated)

The council reviewed and approved the bank reconciliation to December 2023.

1. To approve and sign list of cheques and other payment for December 2023 (previously circulated).

The council noted and approved the list of payments previously circulated consisting of 23 transactions totalling £20,522.34.

1. To note expenditure made outside of meeting but in accordance with Standing Orders and Scheme of Delegation.

None.

1. To note VAT Reclaim submitted October – December 2023.

The Clerk noted the recent reclaim submitted and received totalling £1,445.97.

1. To confirm bank mandates updated with new signatories.

Unity Trust have confirmed that Cllrs Scimone and Davis have been approved signatories and join Cllr Billings and the RFO who are current signatories.

1. Tree Survey (previously circulated) and quotation for associated works

The recent tree survey has identified some medium and high-risk trees requiring attention within the next two months. Sakura have quoted for the 6 trees identified at a total of £2,000.00. As some of the trees could pose risk to buildings and the public highway all councillors unanimously agreed to proceed with the quotation. The Clerk to arrange a date with Sakura Tree Services.

**127/23 Ownership of Cllr areas and to understand associated tasks and responsibilities.**

The council were reminded of their responsibilities when undertaking any project or working party including taking ownership of arranging procurement if applicable and requesting an appropriate agenda item from the Clerk.

- Risk assessments

- Communications

- Sourcing of information

**128/23 Insurance Review vs Asset Register**

Following the Asset Register audit that was adopted in December 2023, the Clerk reviewed against the current Insurance schedule which was found to be inadequate. The Insurance company having reviewed the asset register has increased cover appropriately which has resulted in a small increase to the annual price.

**129/23 To review and comment (previously circulated Sustainability Plan)**

All to read through the draft (previously circulated plan) and feedback any changes/additions to the Clerk with the intention of adopting a plan late March/early April.

It was agreed by those present that Cllr Scimone would contact neighbouring parishes as part of the Inter Parish forum to identify any common themes.

**130/23 Cllr Lead Updates (standing item)**

Cllr Billing gave an update on Hollowene Recreation Ground. The recent bench carving has been very well received by residents and visitors alike with many photos and videos taken. An article will be published in the Farnham Herald in the near future.

We are expecting a presentation at the next meeting of the Hollowdene Users Group and future council meeting on some proposals by the Cricket Club.

Cllr Davis gave an update on the recent Hollowdene working party that took a morning to remove the basal growth and some dropped deadwood around the trees on the rec. Eight new trees have been planted in Hollowdene and Cllr Davis will look to arrange a watering rota in readiness for Spring/Summer.

**131/23 Projects Review**

Cllr Billings gave an overview of the project process for identified projects and new proposals. It was agreed that identified projects required sufficient information as to costs and timescales before consideration could be given.

Cllr Billings gave an overview of a new project proposal for the parish council to consider a Christmas Tree Festival to bring together a celebration for the community. All those present, agreed with the proposal, therefore, Cllr Billings will now source further information to present and agree at a future meeting.

**132/23 FPC Community Representation and engagement**

Cllr Scimone requested that the council took time to consider how we can engage with the local community which could include future initiatives and activities collaborating all age spectrums and how this could fit with the imminent survey.

 It was agreed that Cllr Scimone would design a poster to highlight the parish councils existence and encourage volunteers to care for their community and will present at the next meeting.

**133/23 Items for the next agenda**

Councillors are reminded that they should be prepared, when requesting an item for the next agenda, to provide and circulate relevant paperwork outlining their item prior to the meeting, in accordance with Standing Orders.

Community Representation

Projects Review

Cllr Lead Updates

Annual Assembly

Sustainability Plan

Policies

Meeting ended at: 8.51pm