

DAVID SHIMPE Clerk to the Council

Tel: (023) 8084 1411

Ext: 207

Fax: (023) 8084 2181

email:david.shimpe@btconnect.com

To:

Members of the General Purposes and Finance Committee
and remainder of the Council for information

AGGPF113

21 November 2006

Dear Sir/Madam,

A Meeting of the **General Purposes and Finance Committee will be held at The Grove, 25 St. John's Street, Hythe, on Monday next 27 November 2006, at 8 pm**, when your attendance is requested.

Yours faithfully

Clerk to the Council

AGENDA

- 1 Apologies for absence.
- 2 To sign the Minutes of the meeting of the Committee held on 23 October 2006.
- 3 To note any declaration of interest made by Members in connection with an Agenda item.
The nature of the interest must be specified.
- 4 Public Participation Period.
- 5 Accounts for Payment.
- 6 Minutes of the Personnel Sub Committee Meeting held on 31 October 2006.
- 7 Notes of the Hythe Centre Advisory Group held on 24 October 2006.
- 8 Update on Public Buildings.
The Grove
 - Clayfields
 - Parish Hall
 - Workshop
 - Pavilion Shore Road
- 9 Proposed Schedule of Meetings 2007/08.

10. Community Safety Service Update.
11. Neighbourhood Policing 2007.
12. Review of Standing Orders
13. Proposed Extinguishment of Highway Rights Section 116 Highway Act 1980 – Land adjoining Frost Lane, Hythe.
14. Financial Monitoring – Period up to and including 30 September 2006.
15. Proposed Budget 2007/08.
16. Any other urgent business concerning the committee.

HYTHE AND DIBDEN PARISH COUNCIL

GENERAL PURPOSES AND FINANCE COMMITTEE –27 November 2006

AGENDA NOTES

Item 8 Update on Public Buildings

The Grove

The cycle racks have now arrived and are currently awaiting installation.

Clayfields

No further update.

Parish Hall

Following a member's request, the level of lighting at the entrance to the Parish Hall from West Street is currently being investigated with a view to improve the current level.

Workshop

No works planned.

Pavilion Shore Road

No works planned.

Members are asked to note the report.

Item 9 Proposed Schedule of Meetings 2007/08

Attached is the proposed schedule of meetings for 2007/08. The General Purposes and Finance meeting for 9 April 2007 has been moved to 16 April 2007 as the 9 April 2007 is Easter Monday. Account has been taken of the published meeting dates for New Forest District Council.

Member's views are requested.

Item 10 Community Safety Service Update

Attached are the latest statistics in relation to the patrols undertaken by the Accredited Community Safety Officers during the period August to October 2006.

Also attached is a graph showing the number of incidents reported to either '101' or the 02380842111 numbers in respect of Hythe and Dibden

It is anticipated that one of the dedicated ACSO's will be attending the meeting.

Member's views are requested.

Item 11 Neighbourhood Policing 2007

Councillor S Wade and the Clerk attended a meeting of the New Forest Association of Local Councils at which Chief Superintendent Ann Wakefield gave a short presentation on neighbourhood policing and Police Community Support Officers (PCSO).

The Chief Superintendent stated that whilst the Hampshire Constabulary had agreed to make up the shortfall in government funding, they were looking for partners to make a contribution, which currently equated to £6000 per annum.

It was also clear that if a parish did contribute then that PCSO would not be taken away from the area unless there was a major incident. It was also clear that if no contribution was made PCSO's could still be placed in parishes subject to the policing needs.

The powers of the PCSO's will be the same as the existing Accredited Community Safety Officers (ACSO).

Unlike our ACSO the PCSO's will be tasked by the Police with input from partners.

Members are asked whether –

- a) budgetary provision should be made in next year's budget for a contribution to a PCSO and
- b) if Chief Superintendent Ann Wakefield should be asked to give a presentation to the Council.

Item 12 Review of Standing Orders**Decisions of Committees**

At a previous meeting clarification was sought on the decision making process of Council and committees and the subsequent minutes. Under the current Standing Orders the Council has delegated the responsibility for a number of activities to service committees (standing order 54) therefore the committees decisions on items covered by this delegation are resolved items which can then be implemented immediately after the committee meeting and are not subject to ratification by the Council.

However there are some activities such as setting the budget and precept which cannot be delegated therefore the service committee can only make recommendations to Council who make the final decision. As a result these decisions can only be acted on after the Council meeting.

The implication of the above in respect of the minutes of committees is that these only need the Council's ratification in respect of the items where it is a recommendation.

In order to make this more transparent it is suggested that the following statement be adopted by committee Chairmen when presenting their committees minutes

"I would like to present the minutes of the meeting of the (Name of the committee) Committee meeting held on the (date) which contain (number) resolutions and (number) recommendations to Council which are items (item number) "

The minutes of committees will be clearly marked whether it is a resolution or recommendation. Signing and accuracy of those minutes will be addressed at the next meeting of the committee.

The Chairman of the Council would then only highlight and deal with the recommendations removing the need to go through the minutes one by one.

Presence of Non-Members of Committees at Committee Meetings

In view of the above if a non-member of a committee wishes to have an input into a debate a particular item to be discussed at a committee meeting then it is necessary for them to attend the appropriate committee meeting. However the standing order 56 does not make it clear whether the non-member can speak at the meeting if they have not proposed a motion. Therefore it is suggested that the Council be recommended to adopt the following wording at the end of standing order 56 " A non-member of a committee may address the committee at the discretion of the Chairman of that committee".

Any Other Urgent Items

On the agendas for committee meetings there is an item called "Any other urgent business concerning the committee". Under current legislation no decisions can lawfully be made on items brought up under this heading. For a decision to be made the item has to be published on the agenda. However the item can be used to exchange information amongst the committee. Members are asked to consider whether to recommend to Council to keep the item on the agenda.

Member's views are requested

Item 13

Proposed Extinguishment of Highway Rights Section 116 Highway Act 1980 – land adjoining Frost Lane, Hythe

At the last meeting of the committee, the above item was considered and the committee resolved

"that this Council will accept the extinguishment of highway rights on the land adjoining Frost Lane provided a condition is made that the hedge is maintained in its present form and that the area covered does not extend beyond No.1 to the west."

This resolution was sent to Hampshire County Council. The County Council have replied saying they are unable to put a condition on the extinguishment. (E-mail attached).

In view of this, does the committee wish to reconsider its decision.

Member's views are requested.

Item 14 Financial Monitoring – Period up to and including 30 September 2006

Attached are the Financial Monitoring figures for the period up to and including the 30 September 2006.

Member's views are requested.

Item 15 Proposed Budget 2007/08

A separate report is attached.

Agzgp113