

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

Mr W Binns

Mr P Vickers

Mrs M. McLean

Mr A Wade

Mr G Parkes Vice Chairman

Mr M Wade (ex officio)

Mrs M Robinson Chairman

Mr D Smith (ex officio)

Mr M Short

and remainder of the Council for information

AGGPF130

7 October 2008

Members of the General Purposes and Finance Committee,

Are hereby summoned to attend the General Purposes and Finance Committee to be held in The Grove, 25 St. John's Street, Hythe, on Monday next 13 October 2008, at 8 pm.

Yours faithfully

Clerk to the Council

AGENDA

- 1 Apologies for absence.
- 2 To sign the Minutes of the meeting of the Committee held on 8 September 2008.
- 3 Notification of any other urgent business to be raised at the end of the meeting.
- 4 To note any declaration of interest made by Members in connection with an Agenda item. The nature of the interest must be specified.
- 5 Public Participation Period.
- 6 Continued membership of Hampshire Association of Local Councils.
- 7 Update on Public Buildings –

The Grove
Clayfields
Pavilion, Shore Road Playing Field
- 8 Financial Monitoring – Period ending 30 September 2008.
- 9 Proposed Closure of Solent Surgery at Hythe Medical Centre.
- 10 HGV's Main Road/Hythe Road, Marchwood.
- 11 The making and enforcement of Byelaws – Consultation Document.

12. Fire and Rescue Service Plan: Public Consultation.
13. Removal of Telephone Kiosks.
14. Appointment of Internal Auditor.
15. To adopt the Minutes of the Personnel Sub Committee held on 6 October 2008.
16. Accounts for Payment.
17. Any other urgent business concerning the Committee.

HYTHE AND DIBDEN PARISH COUNCIL

GENERAL PURPOSE AND FINANCE COMMITTEE

AGENDA NOTES FOR 13 October 2008

Item 6 Continued Membership of Hampshire Association of Local Councils (HALC)

At the last meeting of this committee it was agreed that that this meeting should consider the Councils membership of HALC. In order to allow members to make an informed decision membership arrangements are set out below.

1. You can only be a member of the National Association of Local Councils (NALC) if you are a member HALC. You can be a member of HALC without being a member of NALC.
2. Being a member of HALC also includes membership of the New Forest Association of Local Councils.
3. The cost of membership of both organisations for the year 2009/10 will be £905 for HALC (An increase of 12% on last years cost) and £688 for NALC (estimated increase of 5% on last years cost).
4. Both Totton and New Milton have left both organisations which means we are now the largest Parish/Town Council in HALC. Both Totton and New Milton have been asked for their comments on their withdrawal from HALC/NALC.
5. As a larger Council we have direct access to NALC's legal advice for which there is no charge. Organisations have to be approved by the County Association to take part in the "Direct Access" in the last two years we have used the service on two occasions.
6. Each Council has only one vote irrespective of size of the Council.

Benefits of Membership

1. The Director of HALC produces a weekly update on issues that may effect Parish Councils such as consultation documents, availability of grants changes in legislation, briefings from NALC (As a direct access council we also receive these direct NALC).
2. HALC run a variety training courses for both members and officers. They will arrange specialty courses if required e.g VAT. As a member organisation training costs are discounted.
3. HALC contracts a legal service for its members (Overall fees in 2009/10 increased to cover costs).
4. HALC acts as an advice point for Parish Council issues.
5. The Chairman of HALC has been invited to attend the new "Senate" meetings.
6. Direct Access to NALC which includes all of their areas not just legal.

7. HALC quarterly Newsletter.
8. Discounted prices for bi-monthly publication LCR (Local Council Review) £40.50 (Non discounted price £51.00) and DIS Extra a fortnightly email update on the sector discounted price £90.00 per annum (non discounted price £135 per annum).
9. NALC represents the Local Council sector at National Government level.

Options

- Option 1 – Remain as at present.
- Option 2 - Withdraw from membership subscribe to LCR and DIS Extra but at non members rates. Attend training courses but pay non member rates. Leave the budget provision as at present to cover any additional cost in obtaining legal advice and work with Totton and New Milton on arranging an adhoc legal advice service.

Members' views are requested.

Item 7 Update on Public Buildings

The Grove

A section of lead from the roof was stolen causing damage to a large number of roof tiles. Emergency repairs have been carried out and we are currently awaiting quotations to carry out permanent repairs. The work is covered by insurance and the police have been informed. Over the weekend 4/5 October 2008 the heavy rain and winds breeched the temporary repairs and damage was caused to the internal part of the building under the damaged roof areas, this will added to the insurance claim. In addition on the 6 October 2008 attempts were made to remove the remaining lead on the roof of the public toilet in the reception area. Repairs are currently underway.

Clayfields Sports Centre

Unfortunately the same occurrence of lead being stolen has been repeated at Clayfields Sports Centre. Thieves targeted an area around the dormer window causing substantial damage to a number of tiles. Repairs have been carried out successfully and the roof is now secure. The work was covered by insurance and the police have been informed.

As Members will be aware Clayfields returns to Parish Council management next year and it is planned to carry out general improvements prior to the changeover. Improvements to the flooring are planned in the ladies and gents toilet. Deep cleaning and redecoration are planned for the winter period and will be carried out in partnership with the District Council.

The post office have arranged for some minor works to be carried out in order that it will be operational by 20 October 2008.

Pavilion, Shore Road Playing Field

A section of flooring in one of the shower areas has had to be repaired. The repair was due to the floor coating perishing and subsequent water damage to the timber floor. Routine inspections are carried in order to monitor the other shower area.

Members are asked to note the report.

Item 8 Financial Monitoring – Period ending 30 September 2008

Attached is the financial monitoring information for the period ending 30 September 2008.

Members' views are requested.

Item 9 Proposed Closure of Solent Surgery at Hythe Medical Centre

This item was referred to this Committee by the full Council following its introduction by a member of the public. Following public pressure the PCT has been carrying out a number of public meetings on the closure. The patients of the surgery have formed a group to save the Solent Surgery. Attached are copies of paperwork relative to closure. Further emails are available in the office and will be available at the meeting. The closing date for comments is the 31 October 2008.

Members' views are requested.

Item 10 HGV'S Main Road/Hythe Road Marchwood.

At the last Council meeting the Brian Dash referred to the document issued to Marchwood Parish Council concerning options for prohibiting or restricting HGV's using Main Road/Hythe Road, Marchwood. Since the meeting we have received the document and a copy is attached.

Members views are requested.

Item 11 The Making and Enforcement of Byelaws – Consultation Document

As part of the Communities in Control White Paper the Government has issued a consultation paper on the making and enforcement of byelaws. The paper invites views on the proposed new procedures which will enable authorities to make certain byelaws without the need for scrutiny by the Secretary of State and about proposals for a new enforcement regime for byelaws. The closing date for comments is the 20 November 2008.

Members' views are requested.

Item 12 Fire and Rescue Service Plan

Attached is a copy of the service plan for the period 2009 – 2012. Comments are invited by the 12 December 2008.

Members' views are requested.

Item 13 Removal of Telephone Kiosks

At the last Council meeting it was agreed that this Committee should examine the possibility of sponsoring the telephone kiosks that had been identified for removal by BT. Since that meeting BT has been contacted to find the current position in relation to the kiosks in question.

Main Road, Dibden Southampton SO45 5TB – Council comment – Object to removal

Jones Lane, Hythe Southampton SO45 6AW – Council comment – Object to removal

Manor Road, Dibden Southampton SO45 5TJ – Council comment – Accept removal

The email from BT stated

“BT cannot remove a payphone if there is not another facility within 400 metres, without council consent, therefore those payphones objected to will remain in place, and I can confirm that New Forest District Council did object to the removal of both payphones that you mention.

That said, Objections will be analysed and we may appeal against any that do not appear to us to be justifiable. But, analysis will be a lengthy process as we are dealing with councils nationwide, therefore, it is likely to be quite a while before we know if we are going to appeal or not.”

Members' views are requested.

Item 14 Appointment of Internal Auditor

Members will recall from last year that our internal auditor at the time was unable to complete the task as he was taken ill, as result alternative arrangements were made to cover the end year process.

The original Internal Auditor has not returned, therefore it is necessary to make alternative arrangements for the future.

It is proposed that the Audit Solutions who stepped in to complete the audit, be appointed on terms agreed by the Internal Audit Working Party and subsequently adopted by this committee. Audit Solutions have submitted a price of £1050 plus VAT.

Members are asked to consider the appointment.

Item 15 To Adopt the Minutes of the Personnel Sub Committee held on the 6 October 2008.

Attached are the minutes of the above meeting which members are asked to consider and adopt.