

**MINUTES OF A MEETING OF THE FINANCE & ADMINISTRATION
COMMITTEE HELD 4TH SEPTEMBER 2018**

Councillors Present: Cllr. Ian Corben, Cllr. Jerry Hall, Cllr. Keith House, Cllr. Jim Mitchell, Cllr. Cliff Morris, Cllr. Derek Pretty (Chairman), Cllr. Ben Thomas, Cllr. Jane Welsh, Cllr. Chris Yates

F824 Apologies

Cllr. Shankerlal Sthankiya

F825 To consider the Minutes of the meeting held 5 June 2018

That the Minutes of the meeting held on 5 June 2018 be signed by the Chairman as a true and correct record subject to a minor amendment.

F826 Correspondence

- a) Notification from HMRC advising of a credit on the QE2 PAYE Account of £10,080.15. The Town Clerk advised that this was a situation inherited from Eastleigh Borough Council as all payments as far as the Town Council is concerned are up to date and accounted for. The Town Clerk has advised the Managing Director of the QE2 of this anomaly.
- b) Notification of gas prices increasing by British Gas from 1 October 2018 from the current standing charge (pence/day) 158.410p to 264.300p. The equivalent being Unit rate (pence/kWh) of 3.64p to 3.98p. Noted.
- c) Notification of high pressure gas pipeline on land over Highway at Bubb Lane from SGN.
- d) ADIA Directory 2018 from the Automatic Door Installation Association.
- e) Request from the School Travel Planning Team of Hampshire County Council for permission to be granted for use of the Rodaway car park during the duration of works at Kings Copse School for staff and contractor vehicles to alleviate pressure on on-street parking and difficulties at the building site. Members agreed that 10 staff vehicles and 6 contractor vehicles can use the car park ONLY until Easter 2019 for the duration of works but the top barrier will not be unlocked and the key not given to third parties. The vehicles are to park to the furthest right hand side of the car park looking from the barrier towards the Rodaway playing fields.
- f) Smart Motorways Programme M27 update for Junctions 4 to 11 – Notification of Hard Shoulder Preparations. Noted.

F827 Matters to be Resolved

Approve BACS Hedge End Town Council Expenditure for June/July/August 2018

The Town Clerk reported on the latest bank balances and the financial position of the Town Council.

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RESOLVED

That the Town Council approves the BACS Hedge End Town Council expenditure for June/July/August 2018

Consider and approve quotations for roof renovation works to HEYCA

Cllrs Jerry Hall and Cliff Morris both declared DPI's for this agenda item only.

The Town Clerk advised members of previously circulated quotations relating to roof renovation works at HEYCA. The three companies who have quoted are Botley Roofing, Elliots Premier Roofing and A R Morris. The quotations are based on individual assessments and findings and are as follows: Botley Roofing - £24,565.33, Elliots Premier Roofing - £26,548.63 and A R Morris - £17,088.

RESOLVED

That authority be DELEGATED to the Town Clerk to discuss with each of the suppliers the spec involved and the requirements and for a decision to be made accordingly.

Consider and approve terms for the proposed Deed of Dedication at Woodhouse Lane Botley

The Town Clerk advised members that this deed refers principally to the woodland to the Northern edge of Woodhouse Lane, Botley. The draft Deed of Declaration (The Deed) for land has been supplied to the Town Council's solicitors. The Deed provides that:

- The Town Council (HETC) will dedicate the Land to Hampshire County Council (HCC);
- HCC will carry out the following works: *'The installation of rail and post fence along the boundary with Woodhouse Lane and along the northern boundary of the Grantor's Land as shown on the Plan and installation of a wooden fence bar field gate within the boundary of the Grantor's Land ('The Accommodation Works')*.
- HETC will allow HCC to enter on the land with all necessary vehicles to carry out the Accommodation Works.
- HETC to be responsible for the future maintenance of the Accommodation Works.
- HCC to be responsible for the future maintenance of the land.
- Both parties will enter into *'A Ten year management plan that once agreed in full will be attached to this Dedication'*.

The Town Clerk drew members attention to a handful of queries requiring consideration raised by the solicitor. Members directed the Town Clerk to make the necessary responses to the solicitor and progress accordingly.

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F828 To update on other HEYCA refurbishment developments

The Town Clerk made reference to specific refurbishment developments that have been addressed and considered and are currently on-going. A report was prepared by the Operations Manager by way of reference for members. This was noted accordingly.

F829 To update on the Community Governance Review

The Town Clerk reported that Eastleigh Borough Council has agreed to implement the parish boundary changes identified through the Community Governance Review process. This resulted in part of Bursledon parish being moved to Hedge End. The area to be moved is the parish ward of Bursledon North, which currently has 32 electors and one parish councillor. As both Borough wards and County Electoral Division boundaries within the parish of Hedge End, this area must remain as a parish ward. There is an option to reconsider a name for this parish ward and Members unanimously AGREED to name the ward 'Dodwell Ward'.

There being no further business to transact, the Chairman closed the meeting at 19.50 hours.