

ROTHERWICK PARISH COUNCIL

You are summoned to attend the MEETING of ROTHERWICK PARISH COUNCIL as detailed below:

Susan Richardson

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Dated this 15th day of JUNE 2018

Clerk, Rotherwick Parish Council

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|-------------------------|--|
| TIME, DATE AND LOCATION | 7.30 p.m. WEDNESDAY 20th June 2018 Rotherwick Village Hall, The Street, Rotherwick. |
| MEMBERS: | Cllrs H Radesk (Chairman), L. Bardwell (Vice Chairman), S. Burrige, D. Dibbin and D. Margetson |

AGENDA

- 16/18** To Welcome Katy Fox as a Co-Opted Councillor and Receive her Declarations of Acceptance of Office.
- 17/18** **Apologies** - To receive any apologies for absence.
- 18/18** **Declarations of Interest** arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 19/18** **Public Participation** -The meeting will recess for not more than 15 minutes so as to allow any members of public to address the meeting. To Receive District and County Councillors' Reports.
- 20/18** **Receive and Approve** the accuracy of the Minutes of the Parish Council Meeting held on the 16th May 2018 (previously circulated).

ROUTINE BUSINESS & ADMINISTRATION

21/18 Action List Progress Reports

- (a) To Receive the Clerk's verbal update on her Action List (for information only).
(b) To Receive each Councillors' verbal updated on their Action Lists (for information only).

FINANCE

22/18 To Receive and Approve:

- (i) Payments on account (Appendix One)
(ii) Receipts on Account (Appendix One).
(iii) Bank Reconciliation to the 31st May 2018 (Appendix Two)

PLANNING

21/18 Applications - To Consider and make Comments on the following planning matters received from Hart District Council.

- (i) **18/00981/HOU** Woodside, Wedmans Lane, Rotherwick, Hook RG27 9BT for two dormers to the front and two storey front extension following demolition of the front porch. Two storey rear extension following demolition of existing conservatory. Submission Date 11th June 2018.
- (ii) **18/01175/LDC** Wedmans Farm, Wedmans Lane, Rotherwick, Hook RG27 9BX a small rear extension, proposed wet room. Submission Date 9th August 2018.
- (iii) **18/00805/PRIOR** Agricultural Grain Store, Frog Lane, Rotherwick, Hook to review current status.

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PROPOSALS & RESOLUTIONS

22/18 To Receive & Resolve

- (i) A proposal to amend the Parish Council's Financial Regulations, adopted in May 2018, to;
 - (a) Allow invoices to be paid, via online banking or cheque payment, outside of full Parish Council meetings.
 - (b) An amendment to Item 4.1 allowing the <£500 authority to be approved by the Chairman and/or Vice Chairman in conjunction with the Clerk.

ADMINISTRATION

23/18 General Council Administrative Matters

- (i) **To Receive, Approve & Adopt**
 - (a) Codes of Conduct (Updated 2018) - Previously circulated.
 - (b) The Financial Reserves Policy for 2018/19.
- (ii) **To Discuss & Agree** Roles & Responsibilities 2018-19.
- (iii) **To Discuss & Agree** protocol for comment on abridged draft minutes for Rotherwick News.
- (iv) **To Discuss & Agree** the Draft HADPTC Report ahead of their July AGM meeting.
- (v) **To Discuss & Agree** the Hook & Odiham Rugby Club's Hire Agreement for the period 1st September 2018 to 30th April 2019 as well their Pavilion Hire Charge for the same period. (As previously circulated.
- (vi) **To Review** the Lengthsman Scheme hours allocation for 2018-19 thus far.
- (vii) **To Discuss & Agree** a way forward with regards to the Pavilion & Playing Fields Trust Charity Registration

PAVILION, PLAYING FIELDS & PLAYGROUND

24/18

- (i) **To Receive & Record** the date of the latest RPC inspection and discuss any action(s).
- (ii) **To Receive, Discuss & Approve** quotations received for identified areas within the Pavilion:
 - (a) External Paint, Kitchen, Toilets, Window Locks.
 - (b) Bramble & weed management around the perimeter of the playing fields and strimming under trees.

HUDSON COPSE

25/18

- (i) **To Receive & Record** the date of the latest RPC Inspection, discuss any action(s) identified.
- (ii) **To Receive & Approve** the quotation for extra wood chippings to ensure maintenance of footpaths within the Copse.

VILLAGE AMENITIES

26/18 To Receive & Record -

- (i) The date of the latest RPC inspection of the defibrillator located at the village hall and discuss any action(s) identified.
- (ii) **To Discuss & Agree** requirements to repair the back of the village bus shelter following damage sustained during recent tree works.

HIGHWAYS

27/18 To Receive & Discuss

- (i) The latest update on Highways.
- (ii) Current assessment of speed limits around the village i.e. Frog Lane

FOOTPATHS & VERGES

28/18 To Review, Discuss any updates other than those dealt with within Cllr Task List Update.

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DATE OF THE NEXT MEETING

29/18 Wednesday 18th July 2018 at Rotherwick Village Hall, The Street, Rotherwick, RG27 9GB commencing at 7.30 p.m.

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APPENDIX ONE - Accounts for Payment Approval - Agenda Item 22/18 (i)

| Payee | Nett £ | VAT £ | Total £ | Details | Cheque No. |
|----------------------------|-----------|----------|------------|--|---------------|
| Cllr Steve Burridge | 11.70 | 2.34 | 14.04 | One Strainer Shield - Agenda Item 155/17(iii) | 000033 |
| Claire Connell | 200.00 | 0.00 | 200.00 | Internal Audit Fee for YE 31.03.2018 | Transfer |
| Cllr Lucy Bardwell | 27.36 | 4.56 | 22.80 | Reclaim of Expenses for Duck House Platform. Agenda Item 155/17(i) | Transfer |
| Cedar Property Maintenance | 960.00 | 0.00 | 960.00 | Refurbishment & New Roof to The Street Duck House. Agenda Item 155/17(i) | Transfer |
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APPENDIX ONE - Accounts for Receipts Approval - Agenda Item 22/18 (ii)

| Payer | Nett £ | VAT £ | Total £ | Details | Statement No. |
|------------------------|-----------|----------|------------|---|------------------|
| HMRC | 1079.35 | 0.00 | 1079.35 | VAT Reclaim for period 01.07.17 to 31.03.18 | Online 6 |
| Rotherwick Tennis Club | 375.00 | 0.00 | 375.00 | Annual Hire Agreement | Online 6 |
| ITW Cricket Club | 625.00 | 0.00 | 625.00 | First payment of Annual Hire Agreement | Online 6 |
| Lloyds Bank PLC | 9.10 | 0.00 | 9.10 | Service Charges incorrectly charged | Online 6 |

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