**Farnham Parish Council**

 **DRAFT Minutes of the Farnham Parish Council Meeting**

 **held at Hill House Rectory**

**Monday 3rd August 2020 at 6:30pm**

**Present:** Chair Penny Everard (PE), Julia Clements Cllr (JC), Cllr Vicky Forbes (VF), Cllr Gail Sadd (GS), Cllr and Parish Clerk Sara-Jane Newenham (SJN)

**In Attendance:** N/A

**Public Questions:** None

**20/08/01 Apologies for absence:** none

**20/08/02 Declarations of interest & requests for dispensation:** N/A

**20/08/03 To approve the minutes of the extraordinary meeting held on Monday 8th June 2020:** Signed by PE: Proposed by GS Seconded by VF

**20/08/04 To consider any matters arising:** Cllr Roy Bartlett tendered his resignation after the meeting. He has been an excellent councillor and the PC would like to thank him for all of his hard work and loyal commitment.

**20/08/05 Playground-ROSPA:**PE went through the report and the PC discussed the recommendations from ROSPA. Overall, the inspection was favourable with most of the equipment being low risk; however, attention is needed on the cradle seat children’s swings and the Multiplay. In addition, a section of the playground fence also needs to be replaced.

**20/08/06 Playground-Equipment repairs:**

The PC agreed to replace both of the Cradle Seats and the quick links on the children’s swings which are in a poor condition. PE presented a quote from Hags for the replacement; £316 for both swings. RB quoted for materials to repair the damaged surfaces of the multi play area: £200.00 (estimated) and he has very kindly offered to do the work for us, which will save the PC a significant amount of money. Proposed by VF and seconded by GS

**Action:** PE to liaise with Hags and RB.
 VF has agreed to get three quotes for fencing for discussion in the
 October meeting.

**20/08/07 Playground-Trees:** postponed; to be discussed in the next meeting.

**20/08/08 Playground-Covenant:** PE explained that although we have an existing covenant on the playground it

does not fully protect it. After a discussion the PC agreed a new covenant is needed to secure the playground for future generations.

**Action:** PE to speak with Rushmore Estate

**20/08/09 Finance/bills paid on schedule:** The following payments have been made; the last item was not on the agenda as

the invoice has only just been paid: - DAPTC Annual Subscription £ 99.81

* Playsafety Ltd (ROSPA Inspection) £ 99.00
* The Tree Management Company £1119.00
* Parish Clerk Expenses £ 60.34
* Parish Council Websites £ 130.00

**20/08/10 Finances: External audit/VAT Reclaim**
All of the paperwork required for the external audit has now been posted on the website and also sent electronically to PKF Littlejohn SBA team. The period for public inspection was changed and is now 15th July-28th August 2020. An acknowledgement from the SBA team has been received confirming they have received our documentation. The SBA team also explained that all external audits are carried out in the order they receive submissions; they will report their findings in due course.

SJN reported she has completed the paperwork and submitted a VAT claim for £417.50 on behalf on the PC for 2019-2020. Once an account has been set up the PC will be able to claim annually in future years.

**20/09/11 Finances: Ring-fenced money report:**

SJN presented councillors with a Financial Forecast Report for 2020-2021. The existing balance on the account is £8,784.41. The report identified different financial areas which have been ring-fenced (E.g. anticipated budget costs; playground covenant, unpresented cheque for the defibrillator, playground repairs etc) This leaves £1,582.42. The second precept payment is due in September for £2000.00.

**20/08/012 Correspondence: Elham Court- Traffic**

A number of residents from Elham Court have raised their deep concerns regarding the speed of vehicles travelling from Newtown past Elham Court to the junction with Millers Lane and have asked the PC for help.

In recent years traffic has increased significantly along this stretch of road and of more concern is the dangerous speed of the traffic, often travelling in excess of 60 mph. A resident reports: ‘Given the width of the road, the bends and number of dwellings...our main concern is there is the strong likelihood of a serious accident occurring if nothing is done to reduce or slow the traffic’ Also it is dangerous for residents with their children/grandchildren trying to cross the road to the allotments/ footpaths. Vehicles leaving Elham Court now experience difficulty as vehicles come racing around the bends in either direction’.

The PC discussed all of the concerns and fully supports the need for a speed limit to be introduced or other traffic calming measures.

**Action:** JC to contact Dorset Council Cllr Sherry Jespersen to discuss these concerns and she will report back in the next meeting.

**20/08/13 Metal Work:**For some time now concerns have been raised over the noise disturbance and air-pollution caused by Crossway’s Engineering’s operations. A meeting was held recently with representatives from Crossway Engineering, Rushmore Estate, Farnham Allotments and residents. As a result of this meeting a number of measures will be implemented in September; parishioners/PC should monitor this over the coming months.

 **Action:** SJN to ensure Cllr. Sherry Jespersen is fully informed of the situation

**20/08/14 Defibrillator:**

GS reported that all of the defibrillator responsibility has fallen on solely on her and that she is now looking for support to set up a defibrillator community group who will take shared responsibility for checking the defibrillator and reporting this information onto the defibrillator website. Parishioner, Sam Page-Roberts has already volunteered and in the meeting JC also agreed to help. If anyone else can help please contact GS.

**20/08/15 Grass Cutting**

The PC would like to thank all of the parishioners who have given their time generously to maintain the grass areas whist we are between contracts.

PE presented four quotations for the grass cutting contracts which were discussed. It was decided to award the contract for the rest of this year to J.D. Gardening Services. Proposed by VF Seconded by GS

**Action:** PE to contact J.D. Gardening Services and will ask him to begin as soon as possible.

At the end of the meeting the Parish Clerk announced her resignation after four years of service. SJN agreed to continue overseeing parish business until the end of August. If any parishioner is interest in taking on this role please contact Cll Penny Everard as soon as possible.

The date of the next meeting will be **Monday 5th October 2020.**

There being no further business the meeting closed at 8:15

Signed....................................................................... (Chairman)

Date...........................................................................