

# Farnham Parish Council

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

held in the Museum Inn on

**Monday 5th February 2018 at 7:30pm**

**Present:** Chair Penny Everard (PE), Vice Chair Gail Sadd (GS), Cllr Roy Bartlett (RB), Cllr Vicky Forbes (VF), Cllr Tracey Hartles (TH), Cllr Ned Miller (NM) Cllr Piers Brown (NDDC) and Parish Clerk Sara-Jane Newenham (SJN)

**In Attendance:** John Benjafield

**Public Questions:** None

**18/02/01 Apologies:** None

**18/02/02 Declarations of interest & requests for Dispensation:** None

**18/02/03 Minutes of meeting held 4<sup>th</sup> December 2017:** Signed by PE; proposed by NM and seconded by RB .

**18/02/04 To consider any matters arising:**

- PE contacted our insurers and they have added the telephone kiosk at no extra cost
- GS bench for Farnham Village: ongoing
- VF trees in the Avenue: ongoing
- SJN has been elected as a parish councillor and will still serve as parish clerk

**18/02/05 Signpost:** John Benjafield (JB) joined the meeting to discuss the repair of the fingerpost at the top of the village near Farnham Farmhouse which was badly damaged by an unknown motorist. JB prepared a costing sheet for FPC to consider three different options. FPC unanimously voted for Estimate Two at a cost of £500.00. JB has raised from grants/donations £350.00. FPC will make up the shortfall of £150.00. FPC thanked JB for all of his work.

**18/02/06 Laptop:** FPC agreed to the repair of the laptop. SJN checked records to confirm that it was a new computer purchased in February 2016.

**18/02/07 Review Asset List for 2017-2018:** FPC approved the list and two additional items will be added: new bollards and telephone kiosk.

**18/02/08 Finance:**

**Bills paid on schedule:** SJN went through recent expenditure:

Blandford Leisure Centre (charity donation)      £50.00

There are no cheques to be issued at present

**Confirmed auditor:** SJN has left a message for Brian Palmer who did the internal audit last year.

**Review financial regulations:** FPC agreed to continue to follow NALC financial regulations.

**18/02/09 Confirm Risk Assessments:** Both the financial and the risk management policies were approved. Proposed by PE and seconded by VF.

**18/02/10 Footpaths:** GS reported all paths are fine.

She also researched the cost of providing a dog waste bin at the top of the village. The initial cost of the bin and installation with the weekly cost of emptying it was such that we decided not to go ahead.

GS also mentioned that near the sub-station there is building waste which is on the footpath. GS has reported it to North Dorset and Cllr Piers Brown will follow it up.

**18/02/11 Playground:** FPC agreed to keep Langers & Son for another year's contract to cut the grass. RB has done an excellent job clearing the playground of sticks and debris. Action: SJN to contact ROSPA to check our inspection is in their automatic system.

**18/02/12 Telephone Kiosk:** A great success and everyone delighted to have it lit.

**18/02/13 Review Insurance:** SJN reminded councillors we took out a reduced policy to keep the cost down and we are locked in to a three year agreement. We have completed one year of this agreement.

**18/02/14 Date and time of next meeting/AGM and Open Meeting:** SJN provided the dates for all of the meetings in 2018. These are as follow: 9<sup>th</sup> April, (2<sup>nd</sup> April is Easter Monday), 8<sup>th</sup> May (AGM and Open Meeting), 4<sup>th</sup> June, 6<sup>th</sup> August, 1<sup>st</sup> October, 3<sup>rd</sup> December). These meetings have now been booked in at the Museum.

**18/02/15 To consider any matters arising from recent correspondence:**

NM requested councillors to report to him details of any potholes that are 6" diameter and 4" deep (minimum)

Cllr Piers Brown gave the Hills Forts Ward report to the parish council.

The next meeting will be held on **Monday 9th April 2018**

There being no further business the meeting ended at 8:50pm

Signed.....(Chairman)

Date.....