

3311.1	Maintenance of 3rd party land. - Resolution: For the newly elected Council to cease all maintenance, on 3 rd party land. Proposed: Cllr. Barrett. Seconded: Cllr. Kerr-Smiley (AGREED)	
3311.2	Provisional recommendations of Budget Proposals – The following budget adjustments were discussed:- £7,000 allocated for 3 rd party grass cutting to be removed from Environment budget. ARC business rates of £4k should be removed from the budget. Changing room cleaning of £3,900 removed from Office budget to be apportioned to Recreation. Tourism to confirm their budget after consideration of whether costs will be incurred for Market Town Manager and Hanging Baskets. A Finance Committee meeting to be convened to consider all recommendations for budget which will be put forward for verification at the January Full Town Meeting.	
3311.3	2nd bank account with Lloyds plc – Committee Clerk to progress.	
3312	Committee & Working Party Reports	
3312.1	Recreation Committee	
3312.1.1	HCC funding for Arlebury Park – It was reported that HCC (Community Building Fund – Hants Website) may have funding available to enable the Arlebury Park Footpath to repaired. Cllr. Porter said that she would support the application. A durable footpath was required that would allow ambulance and disabled access. This matter was passed to the Recreation Committee to discuss details (materials, start and finish of footpath.)	
3312.1.2	Sports clubs access to the ARC at weekends (update) – It was reported that the Rugby Mini’s had no access to the building for toilet and refreshments on a Sunday. The cleaning of the building and security issues were given as obstacles to this request. Charges needed to be investigated and the potential conflict involved in meeting the arrangements for midday opening and afternoon bookings. The Recreation Committee would continue to explore this matter. Resolution: To secure bar from access via the main hall. Proposed: Cllr. Power. Seconded: Cllr. Griffiths. (AGREED)	
3312.2	Environment Committee	
3312.2.1	Market Day Parking in Broad Street - It was reported that confusing signage on Thursday Market Day had resulted in tickets being issued. The agreement that where market bays were not occupied by traders by 0900 hrs then the bays became available to the public conflicted with the signage. Cllr. E. Jeffs and Town Clerk to speak to R. Hein asking him to remind his staff of the arrangement relating to ‘Thursday Market vacant bays. The matter was passed to the Environment Committee to pursue and review this matter.	
3312.2.2	Hampshire Highway cost reductions - The Council reviewed and completed the Highways Maintenance Consultation Form as follows:- (1) Dimming of Street Lights High level savings options – projected to save over £200,000 each year (NATC Selected to dim all streetlights to achieve up to a 20% reduction in power against current levels. (2) Grass Cutting - NATC rated the options. They stated that the following areas should not be reduced:- (a) The Bishop Sutton Road verge should not be reduced. (b) Where growth restricts footpath access. (c) No reduction to Town entrances (d) Banks alongside verges. (3) Weed Killing – NATC stated that weed killing should not be reduced on footpaths in town due to footpath surface damage.	
3313	Communication Media and PR	
3313.1	Website Update - It was confirmed that staff training had been carried out. Christmas events to be added to the website. Cllr. Gower and Cllr. Spence to liaise to ensure that all finance data was available on the website.	
3313.2	Library Closure – Clerk to amalgamate all Cllr. responses and forward to HCC prior to deadline date. Cllr. Porter pointed out that it cost £5 to get to the nearest library. The Forum to have a use it or lose it article with links to the HCC questionnaire.	
3313.3	Informing Residents - Resolution: To produce a leaflet informing residents where they can find out about council meetings, (e.g. noticeboards and their locations, the forum magazine, the website, NATC face-book page, what’s On) at a cost of £150. Cllrs. to deliver leaflets to every household. Proposed: Cllr. Gower. Seconded: Cllr. E. Jeffs (AGREED) . It was felt that this initiative should be carried out after Christmas. Additional coverage shops, library and all public areas. The Market Town Manager to incorporate leaflet in her information bag.	
3314	Office Procedure	
3314.1	Resolution: To set up a working party to determine the work involved in providing the following information (Min. 3314.2/3/4/5) for the Council. Proposed: Cllr. E. Jeffs. Seconded: Cllr. Kerr-Smiley (AGREED) Working Party to comprise of Cllr. E. Jeffs, Cllr. Griffiths, Cllr. Gower and Town Clerk.	Page 257

3314.2	Resolution: A list of all resolutions and their status - e.g. the proposer, seconder, have they been actioned, completed, postponed for some reason, to be made available to all councillors two weeks before every full town council meeting so that they could monitor progress. Proposed: Cllr. Gower. Seconded: Cllr. Griffiths (AGREED)	
3314.3	Resolution: A list of current tasks/jobs that being undertaken by the council, their status and which committee they relate to. To include items reported by residents, councillors, staff. To be made available to all councillors two weeks before every full town council meeting. Provided the work involved was determined deliverable by the working party. Proposed: Cllr. Gower. Seconded: Cllr. Barrett. Objection: 4 (CARRIED) (Deliverability to be determined by the working party).	
3314.4	Resolution: A list of all enquires made by email, letter, phone or in person where a resident has requested an NATC response or a response from an individual councillor and each enquiry's status to be made available to all councillors two weeks before every full town council meeting. (Viability of deliverability to be determined by the Working Party)	
3314.5	Resolution: A Kaizen (Kaizen is the practice of continuous improvement) list that staff can add items to identifying tasks, systems and anything else that they think could be made more efficient. Which the council (clerks and councillors) to review for potential actions or resolutions. To be made available to all councillors two weeks before every full town council meeting. (Viability of deliverability to be determined by the Working Party)	
3315	Local Plan Pre-Submission - Resolution: To approve as the response to the Alresford Chapter of the LPP2 Pre-submission Local Plan, the approved response minutes from the extraordinary meeting of 18 th November. Proposed: Cllr.Power . Seconded: Cllr. Griffiths. (AGREED)	
3316	External Bodies including County and City Cllrs. And Police Reports	
3316.1	Town Trust - Community Centre Notice Board – It was agreed to release the Community Centre Notice Board into the direct management of the Community Centre.	
3316.2	County & City Cllrs & Police Report – All City and County Councillors had forwarded written reports and no questions were raised by NATC.	
3317	Next Meeting – Tuesday 19 th January Full Town Meeting 7.30 ARC Lower Meeting Room	
	Meeting Closed 10.00	
	Chairman's Signature	Date
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