

WELLOW PARISH COUNCIL
Wellow Village Hall – 4 November 2002
(7.00 p.m. – 10.32 p.m.)

PRESENT: Mrs Perry (Chairman); Mr Austin, Mr Bloore, Mr Harris, Mrs Kittow, Mr Moody, Mr Noble, Mr Overton-Hore, Mrs Simpson and Mr Thaxter

An apology for absence was received from Mr Gentle

133. **MINUTES**

RESOLVED that the minutes of the meetings held on 7 and 21 October 2002 be signed by the Chairman as a correct record, subject to the amount of cheque 001621 being amended to read “£360.60” in the 7 October minutes.

134. **MATTERS ARISING**

(a) Access by footpath to Wellow School: A letter from Hampshire Highways advised that a bid for a footway in Romsey Road would best be made against the Local Transport Plan. The officer in charge of the Plan would therefore be informed of the request. The matter would also be referred to the Safe Routes to School team (see also minutes 135 and 138 below).

(b) Litter bin, Canada Corner: Arrangements were now being made for the litter bin adjacent to the highway seat at this location to be emptied regularly.

135. **DISTRICT/COUNTY COUNCILLORS’ REPORT**

Councillor Woodhall reported on:

- evidence being submitted by the County Council and local residents to the Viridor inquiry
- the possibility of additional funds for further traffic calming measures on the A36
- problems arising from the Fire Service dispute in the event of strike action
- the implications of the proposed reduction in Government Rate Relief Grant for shire counties

Councillor Greasley reported on:

- the effect of new Comprehensive Performance Assessment measures (replacing Best Value)
- dumping of materials near Rixes Ford (Test Valley would be asked to remove)
- the ongoing problem of travellers parked on grass verges
- Test Valley evidence to the New Forest National Park boundary inquiry

In relation to the proposal for a footway in Romsey Road, it was proposed that the Council refer the request to Councillor Gentle as a member of the New Forest Transportation Strategy Panel, with copies to Councillors Woodhall and Estlin.

Reference was also made to the damage to the grass verge outside Kingsmead caused by Two Ways contractors’ vehicles. Councillors Greasley and Woodhall agreed to report the matter to the appropriate authority with a view to achieving remedial action.

136. **PLANNING**

- (a) Current applications: **RESOLVED** that comments be made to the planning authority as indicated on the following applications:

TVS.06503/3 Chatmohr Lodge, Crawley Hill – erection of replacement dwelling (amended scheme to that previously approved under TVS.06503/2) No objection

TVS.08053/6 Hayburn Hollow, Romsey Road – erection of a shed, a summerhouse and a workshop and erection of boundary walls/fencing (amended application involving extension of brick wall and willow/hazel hurdles along the northeast and southwest boundaries respectively) No objection

- (b) Planning decisions: Members noted the decisions set out in paper 5 accompanying the agenda (shown as appendix 1 in the minute book).

- (c) Application referred to Committee: The following application would be referred to Southern Planning on 12 November: TVS.00382/1: Sundew, Slab Lane (demolition of existing dwelling and erection of 2 detached dwellings)

137. **CORRESPONDENCE**

- (a) Election of Parish Councillors to the New Forest National Park Authority: A letter from the NFALC sought views on options for the election of Parish Council representatives to the National Park Board. The options included treating the area as one; creating five geographical areas based on community of interest; five areas based on population or equal numbers of parishes or towns; and division of candidates by district council group.

RESOLVED that preference be expressed for option 2 (five geographical areas based on community of interest).

- (b) Romsey and Totton Swimming Club: A letter from the Secretary of this Club enquired about the availability of grant aid. In order to consider the application, it was agreed to ask for further information concerning the number of Wellow members and current finances.

- (c) Parish Plans: Members received details of a presentation/workshop on Parish Plans to be held at Sutton Scotney on Thursday 5 December. The cost was £10 per person or £15 for two people from the same parish.

RESOLVED that authority be given for the attendance of two representatives from Wellow.

- (d) Small Scale Environmental Improvements – Fielders Way: The Clerk referred to an earlier request to Test Valley for inclusion of land at the junction of Fielders Way and Whinwhistle Road in the Small Scale Environmental Improvement Scheme. Improvement proposals had now been received which included pruning of overgrown bushes, felling of Cypress trees and replanting with more appropriate species, new shrub planting and replacement of a street nameplate. Comments were sought on future maintenance

arrangements and in this respect members suggested that the Parish Council should undertake this task..

RESOLVED that residents in the vicinity of the land be consulted on the improvement proposals.

- (e) Other matters: The Clerk reported receipt of other correspondence as shown in the list accompanying the agenda.

138. **HIGHWAY MATTERS**

- (a) Safe Access to Wellow School: Members were informed of a request from local residents for a 20mph speed limit in School Road to provide a safer access to school. Members discussed whether a speed limit should be accompanied by additional physical measures and whether a similar approach should apply to the area of the school fronting Romsey Road.

RESOLVED that, in the interests of safer access to Wellow School, a 20 mph speed limit and suitable additional traffic calming measures be requested for School Road and an appropriate length of Romsey Road.

- (b) Danes Road and Shootash Crossroads: Members received a letter from the County Surveyor dealing with safety issues at this junction in response to the Council's earlier representations.

The Surveyor was unable to apply high priority to the junction in view of its good safety record. In addition, the installation of a road island in Danes Road at the A27 junction would impede large vehicles. However, to assist pedestrians, consideration would be given to a short extension of the footway on the east side of Danes Road and provision of pedestrian islands on the A27. Additionally, 'pedestrians in road' warning signs could be erected at appropriate locations in Danes Road.

- (c) Other matters: It was agreed to refer the following matters to the appropriate authorities:

- obscured 30 mph speed limit and bend signs in Maurys Lane
- blocked drain near Palmers Bridge.

139. **NEW PLANNING AND GENERAL PURPOSES COMMITTEE AND PLANNING CONSULTATION ARRANGEMENTS**

Consideration was given to a report of the Clerk on these topics.

The report proposed the terms of reference and delegated powers for the new Committee which would operate from 1 January 2003. "Call-in" arrangements and exclusions from delegation were also proposed. Starting times for the Committee and Council meetings would be as agreed under minute 121/10/02.

Members also discussed the appointment of new planning representatives in the context of the Council's new rules. These prescribed that members should not serve as representatives if they:

- were "twin-hatted", i.e. served as both a Parish and Borough Councillor
- lived in the relevant planning area.

As a result, the following appointments were made (with the deletion of the current deputy arrangements):

- | | | |
|----|--------------------|-----------------|
| 1. | North West area | Mr Noble |
| 2. | North East area | Mr Austin |
| 3. | South West area | Mr Thaxter |
| 4. | South Central area | Mr Overton-Hore |
| 5. | South East area | Mr Harris |

RESOLVED –

(1) That the terms of reference and delegation arrangements for the new Planning and General Purposes Committee, as set out in the report (and contained in appendix 2 to these minutes) be approved; and

(2) That new Parish planning representatives be appointed as shown above.

140. 2001/02 ACCOUNTS

Members received a copy of the Statement of Accounts and Statement of Assurance for 2001/02 for the purposes of the new audit arrangements. These formed part of the Annual Return and would, in future, be prepared alongside the accounts themselves. The income and expenditure accounts for 2001/02 had been approved by the Policy and Finance Committee on 23 September and endorsed by Council on 7 October 2002 (minute 121/10/02 refers).

RESOLVED that the Statement of Accounts and Statement of Assurance (appendix 3 in the minute book) be approved.

141. PROPOSED JUBILEE SEAT

Mr Thaxter was still researching options for this seat and would report further to the next monthly meeting.

142. SOUTHERN TEST VALLEY VOLUNTARY TRANSPORT SCHEME

As agreed previously, a new representative was needed for this outside body. Mr Noble agreed to discuss with Mr Gentle the commitment needed for the role.

143. **ANNUAL PARISH MEETING, 2003**

Further to minute 119, it was noted that this meeting had now been altered to Wednesday 23 April. Inspector Peter Funnell had also agreed to attend.

144. **ENVIRONMENT COMMITTEE**

Consideration was given to the minutes of the meeting of the Environment Committee held on 17 October 2002, a copy of which appears as appendix 4 in the minute book. Further discussion also took place on the following items:

4 (Grass Cutting): A letter from Hampshire Highways showed that the majority of the sites proposed for Parish Council maintenance were part of the 'urban' service, managed by Test Valley on behalf of the County Council. The Ryedown Lane/Whinwhistle Road junction land was part of the 'rural' contract. Meetings would be needed with the relevant authorities to discuss any new arrangements. Members agreed that land at the junction of Maurys Lane and the A36 should be added to the proposed list.

In respect of a new ride-on mower, it was noted that a Murray 38" mower was available at a discounted price of £719. Further enquiries would need to be made concerning a suitable trailer and any necessary storage arrangements.

8 (Bus Shelters): Quotations had been received as follows from Frenchmoor Garden Buildings for new shelters. The prices included clearance work and provision of new concrete bases where required, and also VAT:

Land opposite the Post Office, A36	£1874
Land opposite Hatches Garage, A36	£1294
Land east of junction of Whinwhistle Road and A36	£2336

A letter from Atkins advised that ownership of the land opposite the Post Office could not be confirmed. However, the Highways Agency had no objection to the proposed shelter. In respect of the Whinwhistle shelter, it was noted that the Highways Agency were intending to carry out work in the layby in the context of proposed de-trunking. Replacement of this shelter would therefore need to be postponed for the time being.

It was noted that standing orders required three tenders to be obtained for contracts above £1500. However, it was agreed that the requirement should be waived on this occasion on the grounds that members were satisfied that the proposed contractor and the tendered prices offered value for money.

9 (Common): Following a site meeting on 29 October, a letter from Jane Nordstrom confirmed funding for four hectares of gorse management work in this financial year at a cost of £1500 per hectare. The site covered the former 'plantation' area and land west of the turning circle. The contractor, Clive Maton, would be commencing work that day (4 November).

A site near the Forestry Commission Byelaws sign had been agreed for the proposed information cairn and seat. With regard to the gravel track containment, a ditch was proposed

along its western margin, followed by a bund. The material excavated from the ditch would be used to create the bund. Members agreed that, at this stage, any containment works should be limited to the gravel section and that any proposals for dragons teeth and/or additional parking areas in other locations should be treated separately.

The Clerk also reported a letter from English Nature advising the inclusion of The New Forest candidate Special Area of Conservation in the Register of European Sites.

10 (Burial Ground): It was noted that part of the fencing surrounding the burning area had been damaged by fire. Mr Noble agreed to arrange for a local contractor to replace two 6' panels. The area also contained a large amount of material which would be difficult to burn and members authorised the Groundsman to hire a trailer to remove the material to a disposal site. Enquiries would also be made about the use of a 'roll-top' bin which could be hired from and emptied by Test Valley on a contract basis.

In respect of maintenance arrangements, Ashley Browning had provided the following quotations:

Crown lift one layer of branches from oak tree	£120
Block gap at end of brick wall	£30

A new mower was also needed for the burial ground to replace the Mountfield Empress machine. Landford Garden Machinery had quoted a price of approximately £360, including VAT, for a new 16" Hayter Ranger. It was agreed to obtain a quotation from Frenchmoor Garden Buildings for a suitable Jubilee commemoration seat around the Plane tree.

With regard to ground maintenance by a third party, members agreed that the family concerned should be allowed to provide a new gravel surface for the section of path adjacent to the present burial area. However, any proposals for additional work (other than maintenance of individual graves) would be declined. The request for two additional reserved plots was also refused.

RESOLVED –

(1) That, in respect of grass cutting:

- (a) a meeting be arranged with the relevant authorities to discuss proposals for Parish Council maintenance from 1 April 2003;
- (b) authority be given for purchase of a Murray ride-on mower at a cost of £719;

(2) That, in respect of bus shelters:

- (a) the quotations from Frenchmoor Garden Buildings for new shelters opposite the Post Office and Hatches Garage on the A36 be accepted;
- (b) provision of a replacement shelter at the Whinwhistle junction be deferred pending the receipt of information from Atkins concerning proposed highway works;
- (c) contract standing orders be suspended in respect of the above shelters;

(3) That, in respect of the burial ground:

- (a) authority be given for the proposed maintenance works to the burning area;
- (b) the quotations from Ashley Browning for maintenance works be accepted;
- (c) permission be granted for third party maintenance of a section of footpath, as proposed;
- (d) authority be given for the purchase of a new Hayter mower from Landford Garden Machinery;
- (e) the Environment Committee be asked, at its next meeting, to review the current policy on reserved grave plots;

(4) That, subject to (1) to (3) above, the minutes of the Environment Committee meeting be received and the recommendations therein contained be adopted.

145. **SPORT AND LEISURE**

- (a) Meeting with Wellow Tennis Club: Mr Austin and Mr Thaxter reported on a recent meeting with the Tennis Club to discuss management arrangements for the Council's tennis courts. Members received a copy of a note prepared by the Club as a basis for the discussions. It was noted that, if the Council wished to proceed further with the proposal, Mrs Overton-Hore was able assist with the preparation of a service level agreement and related matters.

RESOLVED that the matter be discussed further by the Sport and Leisure Committee.

- (b) Meeting with Wellow & Plaitford Cricket Club: Members received a report of a meeting with the Cricket Club and the Royal British Legion on 24 October 2002 concerning the new pavilion project (appendix 5 in the minute book).

RESOLVED that the report be received.

- (c) Monthly report: Mr Austin would shortly be arranging with Mr Turner for implementation of the agreed tree works on the Gurnays Mead boundary. The Chairman also reported on removal of a broken tree branch.

146. **PARISH COUNCIL PUBLICITY**

No additional publicity items were identified at this meeting.

147. **PARISH COUNCIL FINANCES**

- (a) Income: Members noted the following income received since the last meeting:

	£	VAT	£
Tennis Club fees	250.00	0.00	250.00
Interest income	65.13	0.00	65.13
2½% Consols – dividend	1.48	0.00	1.48

(b) Accounts: RESOLVED that authority be given for the following payments:

Cheque No	Payee	£	VAT	£
001629	Clive Jones (Hedge cutting, Hatches Farm)	110.00	19.25	129.25
001630	Glasdon U.K. Ltd (New litter bin and litter picker)	64.40	11.26	75.66
001631	Ashley Browning (Hedge cutting - Hatches Farm tennis courts (£250) and Buxton land (£100))	350.00	0.00	350.00
001632	L Sherred (Removal of damaged bus shelter from A36 and portable toilet from Hatches Farm)	70.00	0.00	70.00
001633	Butterworths Tolley (Copy of 6 th edition of Local Council Administration)	41.10	0.00	41.10
001634	Hatches Farm (Tractor and gangmower storage – July to December)	360.00	0.00	360.00
001635	Jeffrey Benham (Salary (w/e 2/11/02) + travel)	28.67	0.07	28.74
001636	M A Nokes (Clearance of fallen tree branch, Lower Common Rd)	60.00	0.00	60.00
001637	A Overton-Hore (New gate hook, Lower Common Road)	2.40	0.00	2.40

(c) Transfers: RESOLVED that the following transfers be made from the Premier Interest Account to the Treasurers Account:

Immediately: £1200

In 14 days: £800

148. **CONFIDENTIAL BUSINESS**

RESOLVED that the press and public be excluded from the meeting for the following item on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

149. **CLERK'S SALARY**

A report of the Clerk gave details of the national pay award announced for Local Council Clerks. For the period 1 April to 30 September 2002 an increase of 3% had been agreed (in line with that already implemented by the Council). For the period 1 October 2002 to 31 March 2003 a further 1% had been added. A further increase of 3½% had been agreed for the year 2003/04. The report showed the financial effects of the awards.

RESOLVED that the 2002/03 and 2003/04 national pay awards be implemented.