

**WELLOW PARISH COUNCIL**  
**Wellow Village Hall – 7 February 2005**  
**(7.30 – 10.08 p.m.)**

PRESENT: Mrs Perry (Chairman); Mr Austin, Mr Browning, Mrs Eddlestone,  
 Mr Moody, Mr Noble, Mr Pointer and Mrs Simpson

Apologies for absence were received from Mr Bailey and Mr Gentle

133. **MINUTES**

RESOLVED that the minutes of the meeting held on 10 January 2005 be signed by the Chairman as a correct record.

134. **MATTERS ARISING**

There were no matters arising from the minutes.

135. **DECLARATION OF INTERESTS**

Mr Pointer declared a non-prejudicial interest in item 11 (Affordable Housing Scheme).

136. **DISTRICT/COUNTY COUNCILLORS' REPORTS**

There were no reports for this meeting.

137. **PARISH COUNCIL VACANCY**

It was noted that a vacancy existed on the Council following the resignation of Mr Bloore. Notices advertising the vacancy had been posted, with the period for residents to request an election expiring on 24 February. Members commented on the excellent service provided by Mr Bloore during his period of office.

RESOLVED that, in the event that an election is not called:

- (1) Notices be displayed inviting residents to apply for the position of co-opted member; the notices to refer to the need for the successful candidate to observe the local government Code of Conduct and to declare certain financial interests;
- (2) A special meeting of the Council be held on Monday 21 March 2005 (on or after the meeting of the Planning and General Purposes Committee) to fill the vacancy by co-option.

138. **CORRESPONDENCE**

- (a) South East Plan: A letter from the South East England Regional Assembly referred to the proposed public consultation on the South East Plan during the period 24 January to 15 April 2005. A copy of the draft Plan was available from the Clerk for inspection. All members had received a copy of the Executive Summary (published separately) and were asked to submit comments to the Clerk for future debate.
- (b) Royal British Legion Fete, 17 July 2005 – grant request: A letter from the RBL Fete Committee requested financial assistance towards the cost of a 'street party' on 17 July 2005 to be organised for Wellow children as part of the 60<sup>th</sup> VE and VJ Anniversaries. The likely cost could be determined once discussions had taken place with Wellow School on organisational arrangements.

RESOLVED that the principle of a financial contribution be agreed.

- (c) 9<sup>th</sup> Romsey (West Wellow) Scouts – refurbishment works: The Chairman presented a letter from the local Scout group requesting grant aid towards the cost of improvements to the Headquarters building in Canada Road. The works comprised alterations to the kitchen and hallway and provision of wheelchair and disabled access. The Chairman agreed to obtain details of the likely cost for consideration at the March Council meeting.
- (d) Other matters: Members noted the following:
  - (i) A letter from TVBC concerning street trading policy (all roads in Test Valley had been designated “consent streets”, thus requiring permission for all street trading activity);
  - (ii) An invitation to an open day/launch of the tvhomes lettings scheme on 22 February;
  - (iii) Details of a Clerks Day conference at Sparsholt on 10 March (Agreed, Clerk to attend - cost £42);
  - (iv) A letter from the Chairman of TVBC Standards Committee advising that copies of Parish Council minutes were no longer required;
  - (v) An invitation to attend a reception for Parish and Town Councils in the Great Hall, Winchester on 1 March (Agreed, Chairman to attend);
  - (vi) An invitation from Romsey Scouts for the Chairman to attend a meeting on 19 March in connection with redevelopment proposals;
  - (vii) Other correspondence as shown in the list accompanying the agenda.

### 139. HIGHWAY MATTERS

- (a) “The Cut”, Whinwhistle Road/A36: The A36 roadworks contractor, Le Farge, had offered to provide, free of charge, a new surface for The Cut using excavated road materials, and to clean out the ditches. The access to the Monkey Jump track would also be resurfaced. Members agreed to accept the offer with thanks.
- (b) A36: W S Atkins had advised that the Canada roundabout was to be enlarged to improve traffic safety. This would also involve removal of the existing vegetation. It was agreed to seek confirmation that all vegetation would be removed and replaced with suitable low-growth shrubs, and the area re-seeded. Approval for the planting of daffodils by the Parish Council would also be sought.  
In addition, Atkins had agreed to remove the debris remaining along the side of the A36 following the recent hedge-cutting.  
The Highways Agency had also supplied a copy of the new 40 mph speed limit Order for the Plaitford to Wellow section of the A36, to operate from 10 February 2005.
- (c) Traffic speed: A telephone message from the Totton Traffic Unit confirmed that they had visited Romsey Road, Maurys Lane and Gardeners Lane for speed monitoring purposes during the current A36 roadworks. Further visits would be made as necessary.
- (d) Foxes Lane: A letter from a local resident referred to the mud on the highway and the inaccessible footpath access at the entrance to Sunnyfields Organic Farm in Foxes Lane. In this context, the Clerk reported that a meeting had been arranged with Andrew Milne, Assistant Chief Engineer, Hampshire Highways, on 10 February to discuss the problem of gypsy caravans on the highway verges in Foxes Lane (the Chairman, Mr Noble and the Clerk to attend). It was agreed: (1) to pursue with Mr Milne the problem of mud on the highway; (2) to request the planning authority to enforce the planning condition requiring the provision of a non-migratory surface at the field entrance to the Organic Farm; (3) to request Rights of Way to deal with the problem of footpath access at the same location.

#### 140. **PLANNING**

- (a) Planning and General Purposes Committee: **RESOLVED** that the minutes of the meetings held on 10 and 24 January 2005, shown respectively as appendices 1 and 2 in the minute book, be approved and the recommendation therein contained be adopted.
- (b) Tree Preservation Orders: A letter from Roy Perry referred to the recent felling of a large oak tree in Maurys Lane. The tree appeared to be in good condition but was not the subject of a TPO. The letter expressed concern at the absence of procedures to protect prominent trees and asked the Parish Council, in conjunction with Test Valley, to look at ways of protecting such trees in the future. Members agreed the following: (1) to raise the issue with Andrew Douglas, the TVBC Tree Officer, at the meeting arranged for 21 March 2005; (2) to include a suitable article in the next Parish Newsletter referring to TPO legislation and fines for non-compliance and requesting residents to notify the Parish Council of threatened trees. In addition, Mr Browning agreed to carry out a survey of trees in the parish with a view to identifying species worthy of TPOs.

#### 141. **DELEGATES' REPORTS**

There were no reports under this item for this meeting.

#### 142. **AFFORDABLE HOUSING SCHEME, ROMSEY ROAD**

- (a) Request for information: A local resident had asked to see a copy of the letter sent by the Council to Community Action Hampshire in December 2002 listing possible sites for an affordable housing scheme. It was agreed to release the information.  
In addition, the resident had presented a letter and accompanying papers to the Chairman at the start of the meeting, on various matters relating to the proposed Bridge Cottages development. In particular, the resident felt that the scheme failed to meet highway safety standards, breached the adopted and emerging Local Plan and was not designed to meet Wellow's housing needs. It was agreed to circulate copies of the papers to all members.
- (b) Tenant nominations: In response to the Council's enquiry, a letter from TVBC Head of Housing confirmed that a copy of the list of initial nominees for the scheme could be supplied in due course, subject to the agreement of each nominee. The properties would be let through the tvhomes scheme in the same way as for other affordable housing. A copy of the section 106 agreement could be provided at a later date, subject to the consent of Western Challenge. Members agreed to include an article in the next Parish Newsletter encouraging qualifying residents to join the housing waiting list.
- (c) Vehicle parking: In response to the Council's enquiry, a letter from Western Challenge Housing Association confirmed that the tenancy agreement would include a condition forbidding the parking of large vehicles used for business purposes. In addition, the letter confirmed the estimated starting date for the scheme as March 2005, with a ten months build period, and proposals to alter the Romsey Road access.  
(Mr Pointer declared a non-prejudicial interest in the item under minute 142, took part in the discussion and voted thereon)

#### 143. **FREEDOM OF INFORMATION ACT 2000**

A letter from the Office of the Deputy Prime Minister advised that the Clerk and Chairman of the Parish Council had been authorised as qualified persons for the purposes of section 36 of this Act. An information note on the provisions of the Act accompanied the letter.

**144. SPORT AND LEISURE**

Members received a report on routine sport and leisure matters.

**145. NEW PAVILION, LOWER COMMON ROAD**

Members discussed arrangements for a further meeting of the New Pavilion Working Group. A vacancy existed following Mr Bloore's resignation and it was agreed that this would be filled once a new Parish Councillor was appointed. Mr Moody would present further design proposals to the meeting.

It was agreed that the next meeting of the Working Group would be held on Thursday 17 February at 7 p.m. Members were asked to submit views on the new pavilion proposals prior to the meeting.

**146. ENVIRONMENTAL MATTERS**

(a) Environment Committee: Consideration was given to the minutes of the meeting held on 19 January 2005, a copy of which appears as appendix 3 in the minute book. Comment was also made on the condition of the bridge and track at the "drift hole" at the southern end of Canada Common. It was suggested that the A36 roadworks contractors might be willing to provide material to repair the damaged track.

RESOLVED that the minutes be received and the recommendations therein contained be adopted.

(b) "Pine View", Canada Common – access: A letter from Inside Outside Concept Ltd sought permission to reposition the driveway to this property. Members commented on the recent creation of an additional access and the need to involve English Nature in terms of the SSSI designation. It was agreed to defer a response to the letter pending consultation with English Nature.

**147. PARISH COUNCIL PUBLICITY**

Members were asked to submit suggested items for the next Newsletter in March.

**148. PARISH COUNCIL FINANCES**

(a) Health and Safety Service: RESOLVED that the annual subscription to this service be renewed in the sum of £135 plus VAT.

(b) Income: Members noted income received since the last meeting, as shown in appendix 4 in the minute book.

(c) Accounts: RESOLVED –

(i) that the cheques shown in appendix 4 (2044 to 2050) be endorsed;

(ii) that authority be given for the new payments listed in appendix 4 (cheques 2051 to 2054);

(iii) that authority be given for additional payments as follows:

Cheque no			£	VAT	£
2055	Wendy Simpson	Plans for photographic project	6.00	0.00	6.00
2056	HAPTC	Clerks Day conference, 10 March 2005	42.00	0.00	42.00

Cheque no			£	VAT	£
2057	TV Community Services	Village links notice board at Post Office – annual payment	20.00	0.00	20.00

149. **CALENDAR OF MEETINGS, 2005/06**

The Clerk tabled a draft timetable of meetings for the year 2005/06. Members were asked to consider the draft to facilitate further discussion at the March Council meeting.

150. **CONFIDENTIAL BUSINESS**

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

151. **NEW STATUTORY DISCIPLINARY AND GRIEVANCE PROCEDURES IN THE WORKPLACE**

HAPTC bulletin 12/05 dealt with provisions of the Employment Act 2002. These included a requirement for all staff contracts to include disciplinary and grievance procedures and written particulars of their employment. It was agreed to review the position at the April meeting of the Policy and Finance Committee.

152. **PURCHASE OF LAND**

Further to minute 132/1/05, members received a response from the landowner following the Council's enquiry. It was agreed that the Chairman and Clerk would request a meeting with the landowner to pursue the matter further.

153. **BURIAL GROUND – APPLICATION FOR MEMORIAL**

Members considered a request for provision of a replacement memorial in respect of grave W21.

RESOLVED –

- (1) That the request be approved;
- (2) That no fee be charged in this case.