

**WELLOW PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING HELD ON
Monday, 4th July 2016 - 7.15pm
Wellow Village Hall - Wellow Room**

In Attendance: Cllr Gaye Chesterton-Kay (GC) (Chair), Cllr Ed Chesterton-Kay (EC), Cllr Alan Clark (AC), Cllr Caroline Evans (CE), Cllr Mike Jones (MJ), Cllr Sue Jones (SJ), Cllr John Sampson (JRS), Cllr John Saunders (JS), Cllr Harmeet Singh Brar (HB), Cllr Phil Stehr (PS).

Attending: In the Clerk's absence it was agreed that Cllr Ed Chesterton-Kay be minute taker.
Cc: (for information only): Cllr Gordon Bailey, Cllr Nick Adams-King, Cllr Roy Perry, Caroline Nokes MP, and Romsey Police.

18 Apologies - The Clerk, Cllr Caroline Evans

19 Declarations of Interest

a. Consider any Amendments to Councillors Declarations of Interests - all checked apart from Caroline, with no changes.

20 Public Participation

Sally Arnold (National Parks) attended the meeting and gave an update on what had been happening since her last visit. (The Clerk to make contact). **LEW**

21 District/County Councillors' reports

Cllr Perry congratulated Cllr Gaye Chesterton-Kay on becoming Chair and reported as follows:

Highways - The resurfacing of Lower Common Road will still take place but has been slightly delayed. Dates will be advised. The damaged bridge rails in (Ryedown Lane?) have been replaced with wooden ones which are more in-keeping with the rural area.

Cricket Pavilion - RP is considering starting a new fund through which it may be possible to obtain grants and/or funding. RP advised contacting Virador for funding - Alan Clark replied that he was already in contact with Virador.

Devolution - Southampton is pressing ahead with Portsmouth for Solent City and advised that TVBC shouldn't join because the elected Mayor will favour the cities and not rural. RP has suggested putting devolution on hold until the new Prime Minister is elected and also wants all Hampshire residents to be consulted first.

Nick Adams-King reported that the planning appeal for the gypsy site is scheduled for the 2nd August - Sherfield English are asking for help to raise objections.

The County Council is experiencing the gradual withdrawal of Government Grants and is therefore looking at other avenues to raise revenue, ie more car parks and commercial buildings and to build on owned land and then rent it out.

22 To Receive Minutes of the Annual and Full Council Meeting 23rd May 2016, LEW deferred until 5th September meeting.

23 Matters Arising from above at Chair's discretion (if not covered by agenda

below). None.

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Policy

a. To Consider Applications for Co Option for Councillor Vacancy

Trevor Grant introduced himself and gave a short speech as to why he was standing as a Councillor. Following this, Mr Grant was unanimously voted onto the Council. The Clerk will contact Mr Grant with the Acceptance of Office forms

LEW

b. To review terms of reference for Planning & General Purposes and Policy & Staffing Committees 2016 deferred until 5th September meeting.

c. To review Standing Orders, Financial Regulations, Code of Conduct, Policies and Procedures, Asset Register, Insurance Cover, copies supplied to all Members of Policy & Staffing Committee deferred until 5th September meeting.

d. To adopt a Publication Scheme, draft supplied to Policy & Staffing Committee deferred until 5th September meeting.

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Community & Environment

a. Canada Common re Management Plan 2015/16 - Update Cllr Sampson including additional quotations for Monkeys Jump access track and to replace dragons teeth

A resident has contacted Cllr Sampson re the very high level of ragwort currently on the Common. John will contact the Clerk to seek advice on how this has been managed in the past.

JRS

Cllr Ed Chesterton-Kay supplied an alternative quotation for replacing 11 dragons teeth of £165. The Council unanimously agreed to accept this quotation.

JRS/EC

b. Footpath 17 - Consider Quotations re Drainage and Maintenance Issues - Cllr Sampson

Cllr Sampson reported that a tree had come down and had been removed by the lengthsman. We are now awaiting a quotation regarding drainage.

JRS

c. Update re Lengthsman Scheme - Cllr Sampson

Cllr Sampson reported that the Lengthsman Scheme ran on a 3 year basis and had recently been agreed for a further 3 years. Copythorne Parish is the lead Council. There is only one person to look after all the areas and the charge is £20 per hour. It was agreed that assurance is needed that Wellow gets its fair share of this time.

JRS

d. Oak Trees Lower Common Road Recreation Ground - Consider Inspection Report

Deferred to the 1st August Planning & General Purposes meeting.

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Sports & Leisure

a. Cricket Club - Update re \$106 request Cllr Jones

Three quotes required and four have been obtained varying from £264.00 to £414.00 The application needs to be made to Owen Carine and the response will take two weeks to three months depending when they all come together for a meeting. Phil Stehr suggested that Mike puts the case together and then pass to the Clerk. Monies are also available for other areas.

MJ/
LEW

b. Cricket Pavilion - Update Cllr Gaye Chesterton-Kay

Cllr Gaye Chesterton-Kay reported that a meeting of the Cricket Pavilion Working Group had taken place on 23rd June which had proven very positive.

Various members of the group had been allocated tasks, Cllr Clark will look into grant funding, Cllr Mike Jones is to approach Cricket Club members for their feedback, however it would appear that the Cricket Club Committee are very much in agreement with the proposals. The Group will report back to full Council on a monthly basis with progress. **Pavilion Working Group**

c. Lower Common Road Recreation Ground - Senior Residents Garden Update Cllrs Ed Chesterton-Kay and Singh Brar

Cllr Sing Brar reported that the new owners of MacDonalds are intending closing the store for refurbishment very soon but are very keen to meet with us following the renovation work to discuss funding for the Senior Residents Garden. **HB**

d. Lower Common Road Play Area Annual ROSPA Inspection - Update Cllr Sue Jones

Sue Jones reported that the goal posts need repainting and other areas need maintenance. However, there are no major dangers other than possible minor slip areas. The see-saw is considered low risk. The MUGA needs repainting and some new bolts plus there are signs of some surface rust. New warning sign needed re no climbing. Some items do not conform to the new regulations. **SJ**

e. Hatches Farm Trim Trail Annual ROSPA Inspection - update Cllr Caroline Evans

Deferred to the 5th September meeting. **CE**

f. Hatches Farm Boundary Fencing - Update Cllrs Evans and Saunders **JS**

Cllr Saunders will find out who is responsible for this and whether a \$106 grant is available.

g. Hatches Farm Litter Picking - Update Cllr Sampson

Cllr Sampson has inspected the area and already cleared - no further action required. **No Action**

h. Sale of Ride On Mower

Cllr Gaye Chesterton-Kay reported that the Football Club have agreed to purchase the ride on mower for the price of £500. They wish to ratify the purchase at their next Committee meeting and will then arrange payment and collection. It was agreed that the Council would give a £50 John Lewis voucher to Tim Bungay as a thank-you for storing the mower for the past eleven months. **GC**

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Finance

a. To Receive Income and Expenditure Report for May & June 2016

Cllr Saunders explained the Income and Expenditure Report to all.

PROPOSED: To accept the report at Appendix 1

RESOLVED: The I&E report was accepted and agreed by all Members present.

b. To Receive Quarterly Budget Comparison 1st Quarter

Cllr Saunders explained the Quarterly Budget Report to all.

PROPOSED: To accept the report at Appendix 1

RESOLVED: The Quarterly Budget Report was accepted and agreed by all Members present.

c. To Consider Reinvestment of £75,000.00

It was agreed by all Members present to put the reinvestment of £75,000.00

on hold until progress of the Cricket Pavilion had been further reported.

- 11 Planning & General Purposes Committee**
a. To Receive Minutes of Planning & General Purposes Committee meetings held on 6th and 20th June
Deferred until 5th September meeting.
- b. Neighbourhood Plan Working Party - Update Cllr Sampson**
Cllr Sampson reported that there were currently 8 Neighbourhood Plans in process in Hampshire. A Neighbourhood Planning Officer had been appointed by TVBC(Lisa). No other consultancy support is being provided. Have been receiving up to £30,000.00 for each area in stage payments, £5,000.00 consultancy, £15,000.00 for the middle stage and £10,000.00 for the referendum stage. We can apply for a grant of £9-£16,000.00. The Postal Licence is now in place (£50) plus £400 for printing. Twelve people have agreed to do door to door canvassing and delivery of information cards - to start approximately 13th July. Cllrs Clark and Singh Brar have agreed to assist with deliveries/canvassing. HB formally thanked JRS for Chairing and running such a professional and well run Neighbourhood Planning meeting.
- 12 Communication**
Installation of New Notice Board at Wellow School - Update the Clerk
The delay in installing the new notice board at Wellow School seems to have been resolved and will now go ahead. **LEW**
- 13 Correspondence**
To Receive list of Correspondence/Consultations Received May & June 2016
Deferred to 5th September meeting.
- 14 Delegates Reports**
Cllr Sampson - attending CIL training session.
Cllr Sue Jones going to Roke Manor Open Day, Thursday 21st July, 3.00-7.00 pm.
Cllrs Edmund and Gaye Chesterton-Kay attended the Mountbatten School Summer Music Concert on 29th June which was outstanding.
Cllr Singh Brar had meeting with Mimms Davis re the Neighbourhood Plan in Eastleigh which is being stopped by Councillors after seeing leaflets.
Cllr Stehr - regarding Neighbourhood Plan meeting - communication - keep all advised and show leaflet and proposals - The Clerk to copy all Neighbourhood Plan correspondence to TVBC, New Forest, Lisa etc and do not lose sight of why we are going for it.
Cllr Ed Chesterton - asked if it possible to increase the regularity of hedge trimming and which parts are we responsible for - Clerk to advise. **LEW**
- 15 Future Meeting Dates**
a. Date of next meeting -
1st August Planning and General Purposes
5th September 2016
b. Dates of other meetings to be attended by Councillors
18th July CIL Training JRS/EC/GC

Meeting Closed at 9.52 pm.

Wellow Parish Council 2016/17**Income and Expenditure Account for Year Ended 31st March 2017**

31st March 2016		31st March 2017
	Income Summary	
60,000	Precept	32,500
579	Interest	26
<u>60,579</u>	Sub Total	<u>32,526</u>
	Operating Income	
87	Administration	0
2,323	Lower Common Rd Rec Ground	1,030
1,905	Hatches Farm Sports Field	628
17,743	West Wellow Common - HLS Agree	0
5,601	Burial Ground	1,160
<u>88,238</u>	Total Income	<u>35,344</u>
	Running Costs	
9,101	Administration	2,487
17,806	Employees	2,562
(1,303)	Equipment	0
2,873	Grants and Projects	791
0	Capital Schemes/Asset Man	272
7,474	Lower Common Rd Rec Ground	1,370
5,689	Hatches Farm Sports Field	478
6,811	Environmental Schemes	869
1,524	Highways	200
158	War Memorial	0
15,665	West Wellow Common - HLS Agree	(6,168)
2,800	Burial Ground	677
3,294	EMR	0
<u>71,892</u>	Total Expenditure	<u>3,538</u>
	General Fund Analysis	
42,329	Opening Balance	33,584
88,238	Plus : Income for Year	35,344
<u>130,567</u>		<u>68,929</u>
71,892	Less : Expenditure for Year	3,538
<u>58,674</u>		<u>65,390</u>
(10,535)	Transfers TO / FROM Reserves	25,090
<u>69,209</u>	Closing Balance	<u>40,300</u>

Current Bank A/c

Payments made between 01/05/2016 and 29/06/2016

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
03/05/2016	Direct tec UK Ltd	004224	382.38		63.73	4404	401	100.00	Photocopier useage
						4134	101	218.65	Photocopier useage
03/05/2016	Eling Studios LLP	004225	158.40		26.40	4753	702	132.00	Dogs on Leads Signs
03/05/2016	P. Reynolds	004226	125.00			4142	101	125.00	Year End Audit
03/05/2016	RBS Software Solutions	004227	135.60		22.60	4315	301	113.00	Annual Fee Accounts Software
03/05/2016	Spaldings Ltd	004228	164.66		27.44	4625	601	137.22	Litter Picking Equipment
03/05/2016	Nightingale Groundcare Ltd	004229	2,119.63		353.27	4625	601	365.84	License Sites Maint April 2016
						4530	501	215.00	LCR Rec Maint April 2016
						4565	502	215.00	Hatches Fm Maint April 2016
						4803	801	193.52	Burial Gr Maint April 2016
						4650	602	100.00	Bus Shelter Maint April 2016
						4530	501	580.00	LCR Rec Remove Fly Tipping
						4803	801	72.00	Make safe f/path weed membrane
						4803	801	25.00	Remove fallen tree branch
23/05/2016	R.C.Biddlecombe	004230	22.50			4803	801	22.50	Burial Ground Seat Clean
23/05/2016	Hants Assoc of Local Councils	004232	25.00			4146	101	24.00	Councillor training
						4404	401	1.00	Rural Housing Guide
06/06/2016	L Wheeler	004233	700.10			4100	102	700.10	Locum Clerk Services May 2016
06/06/2016	Mr Phil Stenner	004234	113.70			4100	102	102.00	Locum Asst Clerk Services May
						4102	102	11.70	Clerks Travel
06/06/2016	Wellow Village Hall	004235	73.30			4136	101	17.25	Room Hire - Planning
						4300	301	25.00	Room Hire - Grant re RCS
						4404	401	31.05	Room Hire - NHP
06/06/2016	Nightingale Groundcare Ltd	004236	1,307.23		217.87	4625	601	365.84	Grounds Maint Licensed Sites
						4530	501	215.00	Grounds Maint LC Rd Rec
						4565	502	215.00	Grounds Maint Hatches Fm
						4650	602	100.00	Bus Shelter Cleaning
						4803	801	193.52	Grounds Maint Burial Ground
Subtotal Carried Forward:			5,327.50	0.00	711.31			4,616.19	

Current Bank A/c

Payments made between 01/05/2016 and 29/06/2016

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
06/06/2016	BML Print	004237	258.00			4305	301	258.00	June Newsletter Printing
06/06/2016	Copythorne Parish Council	004239	350.00			1410	301	350.00	Lengthsman Scheme
06/06/2016	BT Payment Services Ltd	4238	310.89		51.81	4126	101	259.08	Phone & Broadband
13/06/2016	Playsafety Ltd	004240	210.00		35.00	4154	101	175.00	Annual Safety Inspection
13/06/2016	LexisNexis	004241	97.45			4150	101	97.45	10th Edition Charles Arnold Ba
13/06/2016	SSE	004242	50.55		2.40	4562	502	48.15	Hatches Fm Electricity
13/06/2016	Southern Water	004243	52.50			4512	501	52.50	Cricket Pavilion
13/06/2016	Sembcorp Bournemouth Water	004244	19.94			4512	501	19.94	Cricket Pavilion
20/06/2016	H M Revenue and Customs	004245	373.83			4101	102	373.83	Tax and NI
20/06/2016	R Turner (Romsey Rootgrinding)	004246	150.00			4535	501	150.00	Lower Common Road Rec Tree
20/06/2016	Hampshire County Council	004247	3.88		0.65	4135	101	3.23	Stationery
Total Payments:			7,204.54	0.00	801.17			6,403.37	

Current Bank A/c

Receipts received between 01/05/2016 and 29/06/2016

Nominal Ledger Analysis							
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u> <u>Transaction Detail</u>
	Banked on : 03/05/2016	1,030.00					
500233	Wellow & Plaitford Cricket Clb	1,030.00			1500	501	1,030.00 Annual Lease 20162017
	Banked on : 23/05/2016	150.00					
500234	Foulkes	150.00			1800	801	150.00 Ashes Internment
	Banked on : 06/06/2016	590.00					
500235	Various	590.00			1800	801	440.00 Lockhart Burial
					1800	801	150.00 Cox Ashes
	Banked on : 10/06/2016	75,300.82					
Xferr	Fixed Deposit A/c	75,300.82			200		75,300.82 Transfer from fixed
	Banked on : 13/06/2016	420.00					
500236	Various	420.00			1800	801	120.00 Murphy Memorial
					1800	801	300.00 Boshier Ashes
	Banked on : 20/06/2016	50.55					
BACS	Wellow Youth Football Club	50.55		2.40	1551	502	48.15 WYFC - Electricity
	Banked on : 23/06/2016	580.00					
BACS	Wellow Youth Football Club	580.00			1550	502	530.00 Lease 15/16 2nd Instal
					1552	502	50.00 Water 15/16 2nd Instal
Total Receipts:		78,121.37	0.00	2.40			78,118.97