

**WELLOW PARISH COUNCIL  
MINUTES OF FULL PARISH COUNCIL MEETING HELD ON  
Monday, 5<sup>th</sup> December 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 Trevor Grant (TG), 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: Mrs Sharon Whitehouse (Clerk)

Cc: (for information only): Cllr Gordon Bailey, Cllr Nick Adams-King, Cllr Roy Perry, Caroline Nokes MP, Romsey Police.

**81 Apologies** - Cllr Caroline Evans (CE)

**82 Declarations of Interest** - None

**83 Public Participation** - None

**84 District/County Councillors' reports**

Cllr Bailey reported that the High Court had ruled in favour of Test Valley in the recent challenge by the Trustees of the Barker Mills Estate against TVBC's local plan. In addition to the grant awarded to the Parish Council towards the cost of the new pavilion, Cllr Bailey reported that a further grant was coming to Wellow towards the cost of carving the tree stump at the Lower Common Road Recreation Ground. Cllr Bailey attended the New Forest Consultative Panel Meeting, representing Wellow in Cllr Clark's absence.

Consultation of the updated NFNPA plan received over 350 replies, mostly from landowners wishing to put their land up for development.

Also worthy of note, was the report of a fungal disease affecting ash trees (Chala Ash Die Back) caused by spores blown in from Europe. Further information can be obtained from the Forestry Commission.

Cllr Adams-King advised that the 'Heart of Hampshire' proposal in response to devolution related to all remaining district councils outside of the Solent area. The combined authorities would have an elected mayor. However, for the time being all devolution bids are on hold. Changes to local government boundaries will be signed off mid-January and revised boundaries with different electoral wards will come into effect soon after. With regard to the Woodington Solar Farm proposal, further information has been requested from developers meaning that it will probably be March or April 2017 before the application is considered.

An electronic copy of Councillor Perry's November 2016 report had been circulated to Councillors via email before the meeting and is included under Correspondence.

**85 To Receive Minutes of the Full Council Meeting of 7<sup>th</sup> November 2016**  
**PROPOSED:** Minutes of the Full Council Meeting held on 7<sup>th</sup> November 2016 were formally received.

**RESOLVED:** Approved as a true and accurate record and signed by the Chair. All members present agreed.

**86 Matters Arising** - None

**87 Policy**

**a. Review of Councillor Responsibilities and Membership of Groups**

Amendments to the existing schedule previously circulated were agreed.

Clerk to update the list and issue the revised version to councillors for future reference. Clerk to ensure new version uploaded to website. SW

## 88 Community & Environment

**a Canada Common re. Management Plan** - Natural England has confirmed that the grant will be received until February 2019 as originally offered. There will be no impact on the funding owing to changes in relationship between the UK and the EU. Cllr Sampson is in the process of obtaining quotes to complete gorse burning and rhododendron clearance.

JRS

Advice is being sought for clearing one of the areas where vegetation is growing on top of a badger sett. The metal gate opposite Maury's Lane has been repaired.

### **b. Footpaths**

Cllrs Mike and Sue Jones have volunteered to help Cllr Sampson with the audit of footpaths to allow the Parish Council to set priorities for the resources available. HCC has agreed to follow up on the possibility of building a bridge over the stream on footpath 22 as well as chasing the landowner about fixing the stile. Hampshire may be able to offer a kissing gate in place of the stile.

MJ/SJ/JRS

The response to the proposed footpath workshops being organised by HCC has proven popular so numbers may be limited for each Parish Council. Clerk will update members once further information is received.

SW

### **c. Speeding Traffic - Update on Traffic Surveys**

Cllr Ed Chesterton-Kay advised that the council had received the results of traffic surveys carried out for Canada Road, Whinwhistle and Woodington. HCC has concluded that the mean speeds did not meet the criteria required for speed limit reductions. The Clerk will circulate survey results to all councillors for information.

SW

Letters to residents in Canada Road had been sent out from the Chair following the last meeting and the Chair has a list of volunteers who have offered help. There are separate strands to issues with traffic - speeding as well as the size and volume of traffic using village roads, especially those coming off the A36 during rush hour. Traffic issues will be included in the neighbourhood plan.

### **d. Neighbourhood Plan Working Party -**

54 people attended the Q & A session and a list has been compiled of those willing to be actively involved in the Neighbourhood Plan. Cllr Chesterton-Kaye reported that Hythe & Dibden is at roughly the same point as Wellow with its Neighbourhood Plan, and she is attending a Neighbourhood Plan meeting for Hythe & Dibden on 12th December.

## 89 Sports & Leisure

### **a. Lower Common Road Recreation Ground**

**i) Community Garden** - Quotes are awaited for the Community Garden which should be available early in the New Year.

**ii) Consider Quotations for Vandalised Gate Access from Gurnays Mead** - The Clerk presented the quotes received.

**PROPOSAL:** To accept the quote provided by Jeremy Arnold in the sum of £120.

**RESOLVED:** It was agreed by all Members present to instruct Jeremy Arnold to proceed with the work. Clerk to arrange.

SW

**iii) Tree Stump Carving** - The carving had been completed in the last few days and lots of interest has been generated from passing residents. An article will be included in the next Newsletter and a plaque will be placed acknowledging the contributions from TVBC and a local resident whose generosity covered the cost of the carving. Now that the carving is complete the original plans to infill the gaps in the existing hedgerow will

be pursued with Nightingale Ground Care. Clerk to arrange.

SW

**b. Hatches Farm - Consider Quotations for Repairs to Fencing -**  
Quotations were presented by the Clerk.

**PROPOSED:** To approve the quotation provided by Jeremy Arnold for the repairs to fencing at Hatches Farm, based on price.

**RESOLVED:** It was agreed by all members present to instruct Jeremy Arnold to do the work at an estimated cost of £280.00. Clerk to arrange.

SW

90

## Finance

**a. To Receive Income and Expenditure Report for November 2016**

**PROPOSED:** To accept the report at Appendix 1.

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

**b. Budget Report & Consider Precept 2017/18** -Cllr Saunders provided a report following a meeting of the Finance Working Group, attached at Appendix 2. Regarding the budget set aside for the Neighbourhood Plan, there is no provision for funding from the precept over and the original £15,000 budget. Cllr Sampson reported that recent estimates anticipated expenditure of around £29k. He hoped that grant funding would make up the shortfall. Cllr Chesterton-Kay advised that the costs of the Neighbourhood Plan need to be revisited, because the project must be managed within approved funds.

**PROPOSED:** That the precept remains the same as last year, ie. £65,000 and that draft estimates be approved.

**RESOLVED:** It was agreed by all members present that the precept be set at £65,000 for 2017/18 and to accept the proposed budget.

**c. To Consider disposal of HP Officejet printer and provision of new printer/copier/scanner**

**PROPOSED:** To dispose of the redundant HP Officejet printer.

**RESOLVED:** It was agreed by all Members present to sell the HP Officejet printer. Cllr Singh Brar to arrange disposal.

HB

**PROPOSED:** To obtain quotes for the possible replacement of the existing printer/copier/scanner.

**RESOLVED:** It was agreed that Cllr Singh Brar and the Clerk would organise quotes for the possible replacement of the leased machine to bring to the February meeting for decision.

HB/SW

91

## Planning & General Purposes Committee

**a. To Receive Minutes of Planning & General Purposes Committee meetings held on 7th and 14th November.**

**PROPOSED:** Minutes of the Planning & General Purposes Committee meetings held on 7th November and 14th November 2016 were formally received.

**RESOLVED:** Approved as a true and accurate record and signed by the Chair. All members present agreed.

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## Communication

**a. Delivery of the Quarterly Newsletter** - The distributor had contacted the Clerk to advise of a price increase for delivery of the newsletter.

**PROPOSED:** To approve the proposed price increase to £60.00 for delivery of the newsletter by AJL Advertising and Marketing Services.

**RESOLVED:** It was resolved that the increased price be fixed for the next 12 months and subject only to satisfactory delivery of the newsletter. Clerk to contact distributor to confirm arrangements.

SW

- 93 Correspondence**
- a. To Receive list of Correspondence/Consultations Received November 2016**
- Cllr Roy Perry** - County Councillor's Report November 2016. **Noted**
- Peter Pilbrow** - email thanking the Council for repairing and levelling the Cremation tablet on his parents' grave in the Parish Burial Ground. **Noted**
- Richard and Jane Hiller** - copy of their letter of objection dated 21st November to TVBC re. 16/02728/VARS Cedardore, Tutts Lane.
- Natural England** - dated 29th November 2016 confirming no impact on the Funding agreement for the Higher Level Stewardship of the Common, expiry of 28th February 2019, owing to changes in the UK/EU relationship. **Noted**
- Natural England** - copy of the HLS agreement as requested by Cllr Sampson.
- HALC** - Michelle Leadbitter email of 1/12/16 concerning the arrangements for ensuring roadside salt and grit bins are kept topped up. **Noted**
- Mountbatten School** - invite to Carol Service at Romsey Abbey on 14/12/16 at 7.30pm. Chair attending with Cllr Chesterton-Kay and Cllr Singh Brar. **GC/EC/HB**
- Police & Crime Commissioner** - email of 24/11/16 highlighting the dates for Rural Crime Conferences being held across Hampshire and the Isle of Wight. Local dates - Friday 10th Feb 2017 at Sparsholt College and Friday 17th Feb 2017 at Netley Police HQ. Cllr Singh Brar asked to be booked on the 17th Feb conference date. All other councillors to contact the Clerk with their preferred date if they want to attend.
- The following magazines were received during the month and will be retained in the office for reference should councillors wish to refer to them - CPRE Winter 2016 edition, Countryside Voice Winter 2016 edition and LCR - Winter 2016 edition.
- 94 Delegates' Reports**
- Cllr Sampson** - has prepared the draft response regarding precept capping. He was asked to circulate an electronic copy of the draft reply to all in advance of the next meeting when it will be considered.
- Cllr Clark** - is attending the Friends of the New Forest event on 24th January and requested that a ticket be obtained for Cllr Grant. Clerk to arrange.
- Cllr Mike Jones** - advised that the cricket club is aware that no building work will take place on the replacement pavilion until September 2017.
- Cllr Sue Jones** - reported that the sign has been fitted on the Multi Use Games Area at the Recreation Ground reflecting the ROSPA recommendations from the last annual Health & Safety Inspection.
- 95 Future Meeting Dates**
- a. Date of next meeting** - 9<sup>th</sup> January 2017
- b. Dates of other meetings to be attended by Councillors**
- 14/12/16 - Mountbatten Carol Service at Romsey Abbey - Cllrs Chesterton-Kay and Cllr Singh Brar
- 17/1/17 - NHP meeting - venue to be confirmed
- 24/01/17 - Friends of the New Forest, Lyndhurst Community Centre at 7.30pm - Cllr Clark and Cllr Grant
- Meeting closed at 8.40pm**

## List of Payments made between 01/11/2016 and 30/11/2016

| <u>Date Paid</u>      | <u>Payee Name</u>             | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u>      |
|-----------------------|-------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| 07/11/2016            | Kevin Bennett                 | 004305           | 120.00             | 05/12/2016            | Bus shelter maint to end July  |
| 07/11/2016            | Hants Assoc of Local Councils | 004306           | 90.00              | 05/12/2016            | Clerk Training 24/10 & 7/11/16 |
| 07/11/2016            | Clive Jones                   | 4307             | 894.00             | 05/12/2017            | Annual Hedge Cutting           |
| 07/11/2016            | Nightingale Groundcare Ltd    | 004308           | 1,307.23           | 05/12/2016            | Gds Maint etc. October 2016    |
| 07/11/2016            | Direct tec UK Ltd             | 004309           | 195.41             | 05/12/2016            | Copy charges Jul-Oct 16        |
| 07/11/2016            | Victim Support                | 004310           | 100.00             | 05/12/2016            | Grant payment - Victim Support |
| 07/11/2016            | Wellow Village Hall           | 004311           | 13.80              | 05/12/2016            | NHP Room Hire 17/10/16         |
| 07/11/2016            | K. D. Steer                   | 004312           | 27.50              | 05/12/2016            | Cleaning parish office Oct 16  |
| 07/11/2016            | ABC Fire Protection           | 004313           | 153.16             | 05/12/2016            | Annual service fire equipment  |
| 07/11/2016            | Gaye Chesterton-Kay           | 004314           | 63.50              | 05/12/2016            | Chairman's expenses            |
| 09/11/2016            | Grenke Leasing Ltd            | DD               | 83.06              | 05.12.2016            | Finance Rental Phones          |
| 09/11/2016            | Grenke Leasing Ltd            | DD               | 16.61              | 05.12.2016            | Phones - 25 Oct-31 Oct 16      |
| 17/11/2016            | Sharon Whitehouse             | 004315           | 1,121.17           | 05/12/2016            | Salary November 2015           |
| 17/11/2016            | Karen Miles                   | 004316           | 377.75             | 05/12/2016            | Admin Asst Salary Nov 2016     |
| 23/11/2016            | Grenke Leasing Ltd            | DD               | 120.00             | 05.12.2016            | Documentation fee              |
| 28/11/2016            | The Sign House                | 004317           | 171.96             | 05.12.2016            | MUGA Sign - Supply & Fix       |
| 28/11/2016            | Lesley Weldon                 | 004318           | 3.20               | 05.12.2016            | Remembrance Sunday Expenses    |
| 28/11/2016            | Royal Mail                    | 004319           | 3.24               | 05.12.2016            | Response Plus Service Oct 16   |
| 28/11/2016            | Test Valley Borough Council   | 004320           | 1,487.74           | 05.12.2016            | Install new bin/gds maint      |
| 28/11/2016            | Royal British Legion          | 00432            | 50.00              | 05.12.2016            | Contribution to Wreath         |
| 28/11/2016            | Verderers of the New Forest   | 004322           | 2,493.12           | 05.12.2016            | Verderers Grazing Scheme 2016  |
| 28/11/2016            | G Farwell Ltd                 | 004323           | 11,061.30          | 05.12.2016            | Various Works                  |
| 28/11/2016            | Wellow Village Hall           | 004324           | 300.00             | 05.12.2016            | Various                        |
| 28/11/2016            | Kevin Bennett                 | 004325           | 2,250.00           | 05.12.2016            | Imps to Footpath 17            |
| 28/11/2016            | CPRE                          | 004326           | 36.00              | 05.12.2016            | Annual Membership Subscription |
| 28/11/2016            | Harmeet Singh Brar            | BACS             | 165.89             | 05.12.2016            | Reimburse cost for PA system   |
| 28/11/2016            | Soc of Local Council Clerks   | 004327           | 139.00             | 05.12.2016            | SLCC Membership 2017           |
| 29/11/2016            | CircleNet LLP                 | DD               | 98.08              | 05.12.2016            | Phone Lines etc. Nov 2016      |
| <b>Total Payments</b> |                               |                  | <b>22,942.72</b>   |                       |                                |

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|------------------|-------------------|------------------|--------------------|-----------------------|---------------------------|
| 28/11/2016       | Current Bank A/c  | BACS             | 15,000.00          |                       | Transfer to Curr A/c      |
| 30/11/2016       | Current Bank A/c  | BACS             | 10,000.00          |                       | Transf to current a/c     |
| Total Payments   |                   |                  | <u>25,000.00</u>   |                       |                           |

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## Deposit Bank A/c

Receipts received between 01/11/2016 and 30/11/2016

## 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 : 09/11/2016 | 8.87                   |                  |              |            |               |                 |                           |
| BACS               | TSB                    | 8.87                   |                  |              | 1190       | 101           | 8.87            | Gross Interest            |
|                    | Total Receipts:        | 8.87                   | 0.00             | 0.00         |            |               | 8.87            |                           |

## Current Bank A/c

Receipts received between 01/11/2016 and 30/11/2016

|                    |                        | 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 : 21/11/2016 | 520.00                  |                  |              |            |               |                 |                           |
| 500245             | Various                | 520.00                  |                  |              | 1800       | 801           | 120.00          | Memorial D Jones          |
|                    |                        |                         |                  |              | 1800       | 801           | 400.00          | Burial T Russell          |
|                    | Banked on : 25/11/2016 | 1,851.41                |                  |              |            |               |                 |                           |
| BACS               | HMRC                   | 1,851.41                |                  |              | 105        |               | 1,851.41        | VAT Refund Q2             |
|                    | Banked on : 28/11/2016 | 15,000.00               |                  |              |            |               |                 |                           |
| BACS               | Deposit Bank A/c       | 15,000.00               |                  |              | 200        |               | 15,000.00       | Transfer to Curr A/c      |
|                    | Banked on : 30/11/2016 | 10,000.00               |                  |              |            |               |                 |                           |
| BACS               | Deposit Bank A/c       | 10,000.00               |                  |              | 200        |               | 10,000.00       | Transf to current a/c     |
|                    | Total Receipts:        | 27,371.41               | 0.00             | 0.00         |            |               | 27,371.41       |                           |



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| Total Payments   |                               |                  | 22,942.72          |                       |                                |