

**WELLOW PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING HELD ON
Monday, 9th January - 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.

96 Apologies - Cllr Caroline Evans

97 Declarations of Interest - None

98 Public Participation - None

99 District/County Councillors' reports

Cllr Perry reported that new county electoral boundaries are confirmed and Wellow will form part of the Romsey Rural Division from May 2017. Dun Valley and Timsbury move into the new Romsey Rural, while part of the existing Romsey Extra will fall under Romsey Town Division from May. The Solent City bid for devolution is still underway, but probably won't happen. High levels of expenditure and pressures on social care budgets in Hampshire means that the County Council tax is likely to increase when the precept is considered in February. Cllr Perry was pleased to report that the recent Ofsted inspection of Wellow Primary rated the school as good.

100 To Receive Minutes of the Full Council Meeting of 5th December 2016

PROPOSED: Minutes of the Full Council Meeting held on 5th December 2016 were formally received.

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

101 Matters Arising - None

102 Policy

a. Data Protection

The Clerk requested that all Councillors advise her of any personal information held on laptops, home computers or any electronic devices in relation to Parish Council business e.g. lists of data containing names, addresses, telephone numbers, email addresses etc. Councillors were also reminded not to distribute such information for any reason without permission of the individuals concerned. **The Clerk to contact the ICO to clarify the position on data protection.**

ALL

SW

103 Community & Environment

a. Canada Common re. Management Plan - To Consider Quotations for Removal of Gorse and Rhododendron

PROPOSED: To accept the quotation from Nightingale Ground Care dated 14/11/2016 in the sum of £4,465 + VAT, which includes an allowance of 5 days for gorse clearance.

RESOLVED: It was agreed by all Members present to instruct Nightingale to proceed with the work. Clerk and Councillor Sampson to arrange.

SW/JRS

b. Canada Common - Signage for Ground Nesting Birds

Confirmation had been received from Natural England that the season runs from 1st March to 31st July, therefore the Parish Council signs need to be amended.

PROPOSED: To update signs and replace wording so that the dates read March-July.

RESOLVED: It was resolved that new signage be ordered to reflect the change in date, otherwise all other wording on the signs to stay the same. All Members present agreed. Clerk to arrange.

SW/EC

c. Footpaths - Cllr Sampson reported that he was not aware of any general issues at present. An email had been received from HCC Rights of Way requesting confirmation of Wellow's Priority List for 2017/18.

PROPOSED: It was proposed that the Priority Footpath List remain the same as 2016/17.

RESOLVED: It was resolved that the Clerk will write to Hampshire ROW advising of the Priority List for 2017/18 before the 3rd February deadline. Agreed by all Members present.

SW

d. Burial Ground - Layout and updating plot plan

The Clerk advised the Council that the plot plan needs updating to allow the continued allocation of plots in both the Northern Section and the Garden of Remembrance.

PROPOSED: It was proposed that the Clerk contact TVBC for advice on the best way to mark out new plots taking into account the shape of the burial ground, footpaths, trees etc.

RESOLVED: It was agreed by all Members present that the Clerk will contact TVBC to seek advice on marking out new plots.

SW

e. Speeding Traffic - Cllr Chesterton-Kay reported that to date 12 replies have been received in relation to the article in the Nightingale News. This is an ongoing issue that the Council will keep under consideration.

104

Sports & Leisure

a. Lower Common Road Recreation Ground

i) Community Garden

Cllr Chesterton-Kay reported that the final quote required to complete the funding bid was expected on 10th January and that the application would be sent off shortly afterwards.

ii) Replacement/Refurbishment of Park Benches

This item was included on the agenda in response to a resident's enquiry. Cllr Chesterton-Kay advised that it was the Parish Council's intention to replace old benches after the new pavilion is complete.

iii) Fly Tipping - To Consider and Approve Clearance Costs

PROPOSED: To approve costs for the removal of fly-tipped stereo and speakers in the Recreation Ground, located along the Gurnays Mead boundary.

RESOLVED: It was resolved that the quote of £36 be accepted for the removal and disposal of the fly tipped rubbish as this had been dumped on land owned by the Parish Council. All Members present agreed. Clerk to arrange. TVBC Environmental Service is responsible for dealing with fly tipping on public land

SW

- and it can be reported online via My Test Valley.
- iv) **Tree Stump Carving**
Cllr Chesterton-Kay reported that Arbor Call are returning to reduce the height of the stump now that the carving is complete. A short ceremony will take place on Saturday 14th January 2017 handing the bench over to the village.

b. Hatches Farm - Repairs to Fencing

The Clerk advised that repairs to fencing at Hatches Farm will take place on 17th January.

105

Finance

a. To Receive Income and Expenditure Report for December and Q3 Budget Report

The reports could not be fully reconciled to the bank due to internet problems.

PROPOSED: It was proposed to receive both reports as drafts only.

RESOLVED: It was agreed to present fully reconciled and updated reports at the next meeting. SW

b. To Consider Re-Investment with Skipton Building Society

PROPOSED: It was proposed that £75,000 be re-invested with the Skipton Building Society for a further year.

RESOLVED: The interest rate on offer will be challenged by the Clerk and providing there is no better offer available then the original capital will re-invested with the Skipton for one year at 0.9%. Clerk to arrange. SW

c. To Consider Grant Application from Village Hall Committee

PROPOSAL: The proposal to award a grant to the Village Hall Committee towards the cost of installing a new barrier for the car park was considered by the Council.

RESOLVED: It was resolved to award a grant of £500 to the Village Hall Committee on receipt of a properly completed application form and submission of relevant documentation. All Members present agreed. The grant application needs to be submitted to the Clerk before 15th February for formal approval at the March meeting in accordance with the grant policy.

d. Implications for Precept Setting and Control

Cllr Sampson presented the letter he had drafted in response to the Government's proposals for precept setting.

PROPOSAL: That the letter be sent to the Minister of State.

RESOLVED: It was resolved that the letter be sent, after a vote of 7:3 in favour. Clerk to arrange. SW

106

Planning & General Purposes Committee

a. To Receive Minutes of Planning & General Purposes Committee meetings held on 5th and 19th December

PROPOSED: Minutes of the Planning & General Purposes Committee meetings held on 5th December and 19th December 2016 were formally received.

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

- 107 **Communication**
- a. **March Newsletter**
Cllr Grant advised that he requires articles and ideas for inclusion in the March Newsletter before 11th February. The final draft needs to be sent to the printers before the end of February to guarantee delivery to residents in March.
- b. **Social Media/Twitter**
It was agreed that the parish office staff would progress the possibility of taking on responsibility for updating a Facebook page and Twitter account for the Parish Council, with support from Cllr Brar. Karen Miles to follow up with Cllr Brar.
- 108 **Correspondence - To Receive list of Correspondence/Consultations Received December 2016**
- Royal Mail** - advising of price increases with effect from 3rd January 2017. Noted
- New Forest Dog Owners Group** - Winter 2016 Newsletter, circulated to New Forest Dog Forum members for information.
- Cllr Roy Perry** - Ward Based Reports November 2016 circulated via email of 14 December 2016
- Wellow Under Fives** - letter returning cheque and advising of closure of pre-school.
- Cllr Roy Perry** - County Councillor's report to Parish Councils January 2017
- TVBC** - Council Tax Precept 2017/18 - form to be completed and returned to TVBC before 3rd February 2017 deadline. Clerk to action. SW
- Nightingale Ground Care** - letters of 2nd January 2017 advising of a 10% price increase for scheduled work carried out at the burial ground and maintenance of bus shelters, effective from February 2017. Noted
- TVBC** - Non-Domestic Rates Discretionary Relief for the Cricket Pavilion, needs to be applied for in relation to 2017/18. To be completed by the Chair and the Cricket Club before being submitted to TVBC by the Clerk. GCK/MJ/
SW
- TVBC** - Mayor's Charity Appeal Annual Ball Invite for an event to be held on 6/5/17.
- 109 **Delegates' Reports**
Cllr Brar advised Councillors that he was visiting Wellow Primary School on 10th January to present awards for their success in the production of the Leader of HCC's Interfaith Calendar for 2017.
- 110

Confidential Business - to consider the exclusion of the press and public for the following item (110) on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

- Staff Management**
- a. **Clerk's Annual Review (see Confidential Minute No. 110)**
- 111 **Future Meeting Dates**
- a. **Date of next meeting**
23rd January 2017 - Planning & General Purposes
6th February 2017 - Full Council

- b. Dates of other meetings to be attended by Councillors**
17th January - NHP Working Group, Parish Office, 6.45pm
24th January - Friends of the New Forest, Lyndhurst
Community Centre, 7.30pm, Cllr Clark

Meeting closed at 8.50pm

List of Payments made between 01/12/2016 and 31/12/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/12/2016	Hampshire County Council	004330	62.52	09.01.2017	Stationery for office
05/12/2016	Hants Assoc of Local Councils	004331	90.00	09.01.2017	Finance Training 24/11/16
05/12/2016	Nightingale Groundcare Ltd	004332	1,359.12	09.01.2017	Grounds Maint November 2016
05/12/2016	John Samspon	004333	75.02	09.01.2017	Refreshments for Q & A Session
05/12/2016	John Samspon	004333	0.10	09.01.2017	Adjustment
16/12/2016	SSE	004334	179.74	09.01.2017	Electricity chgs to 1 Dec 16
16/12/2016	Sembcorp Bournemouth Water	004335	139.67	09.01.2017	Water Charges to Nov 2016
16/12/2016	Lightatouch Int Audit Services	004336	405.42	09.01.2017	Internal Audit fees (Apr-Oct)
16/12/2016	TLC Online	004337	146.50	09.01.2017	Oct-Dec 2016 Website fees etc.
16/12/2016	Sharon Whitehouse	004338	1,055.46	09.01.2017	Clerk's Salary December 2016
16/12/2016	Karen Miles	004339	390.11	09.01.2017	Admin Asst Salary December 16
19/12/2016	Gaye Chesterton-Kay	004340	72.00	09.01.2017	Reimbursement of Expenses Dec

Total Payments 3,975.66

Current Bank A/c

Receipts received between 01/12/2016 and 31/12/2016

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 : 08/12/2016		310.00						
500246	Various	310.00			1800	801	120.00	Memorial - Cox
					1800	801	70.00	Memorial Inscription -
					1800	801	120.00	Memorial - Matthews
Banked on : 19/12/2016		70.00						
500247	Blackwell and Moody	70.00			1800	801	70.00	Memorial Inscription
Total Receipts:		380.00	0.00	0.00			380.00	