

WELLOW PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING

38

Wellow Village Hall, Wellow Room

Monday, 2nd March 2015. 7.45pm to 9.30pm.

Present: Alan Clark (AC), Tish Cochrane (TC), Mike Derrick (MD), Julie Jacobs (JJ), Mike Jones (MJ), Jamie King (JK), Ray Noble (RN), Angela Ratcliffe (AR) (Chairman), John Saunders (JS), Phil Stenner (PS).

Attending: Cllr Gordon Bailey, Lorraine Wheeler (Clerk) (LEW) - Minutes.

Apologies: Francis Feeney (FF), Cllr Roy Perry,

Cc. (for information only): Cllr Tony Gentle, Cllr Roy Perry, Lesley Weldon (Deputy Clerk), Romsey Police

<u>ITEM</u>	<u>ACTION</u>
159	APOLOGIES As above.
160	DECLARATIONS OF INTEREST None.
161	PUBLIC PARTICIPATION No members of the Public attending wished to speak.
162	POLICE REPORT No Report.
163	DISTRICT/COUNTY COUNCILLOR REPORTS TVBC Cllr Gordon Bailey reported that: (i) The TVBC Gypsy & Traveller Development Plan Document is out for consultation until Friday 20 th March. (ii) The Revised Borough Local Plan is now with the Inspector and nothing further is expected until mid to end of this year. (iii) GB provided a plan of Wellow's settlement boundary and advised that no planning would be considered outside of this boundary (SET 03 development in the countryside) unless a village led consortium requested it. Wellow is deemed to be within the north of the Borough for Housing Land Supply, which currently has over 5 years supply. HCC Cllr Roy Perry's report at Appendix 1
164	RECEIVE AND APPROVE MINUTES PROPOSED: Minutes of the Full Council meeting held on 2 nd February 2015 were formally received. RESOLVED: Approved as a true and accurate record and signed by the Chairman. All Chair Members present agreed.
165	MATTERS ARISING FROM THE ABOVE The Clerk reported that the meeting she attended with Cllr Clark and Claire Seymour from Aster Communities on 4 th February, proved very useful and productive. Environmental improvements were being made to stop parking on the grass verges and tidying up in general.
166	COMMUNITY AND ENVIRONMENT a) To receive a presentation by Mr Anthony Carter. This was postponed to the Annual Parish Meeting on April 22 nd . b) To receive an update re the Buxton Field working party held on 21 st February

2015. Cllr Stenner reported 8 people in attendance. A lot more clearance of brambles was achieved and photographs will be circulated to all. There is no more work planned until after the bird nesting season. It was suggested that the field could be let for goat grazing, which would keep the brambles at bay, however this presents significant public liability issues and would require strengthening of the boundary fences, both of which would need to be addressed.

- c) Tenders were considered for remedial tree surgery to two trees overhanging Lower Common Road. **RESOLVED:** it was agreed by all Members present and resolved to accept the quotation received from Climbersway Treecare Ltd for £480.00 plus VAT.
- d) Dog Fouling - Update re Byelaws. The Clerk advised there are no NFNPA byelaws covering Canada Common, however she has requested a copy of the Forestry Commission byelaws and new signs. It is not known as yet if there is a bylaw covering dog fouling. A ranger from the NFNPA, Gillie Molland, has agreed to attend the Common at various times advising dog walkers on the dog walking code by handing out information leaflets, car stickers and to promote the (SSSI) special nature of the Common. Gillie has also agreed to give a presentation to the Annual Parish Meeting on 22nd April. Members requested that an update re the Alabama Rot disease which affects dogs walking on the Common to be reported in the Newsletter. **RESOLVED:** All Members present agreed to make reference to the Forestry Commission website for information in the Newsletter.
- e) To consider repairs to verge outside Nisa. All Members present agreed that the verge is in poor state of repair with deep gouges caused by heavy vehicles exiting the Police Pull In area. **RESOLVED:** It was resolved to ask PCSO Jo Coles if this pull in area is needed before any further decisions can be made. LEW
- f) To consider registering for the Community Clear Up Day on 21st March. **RESOLVED:** All Members present agreed it was too soon following the Buxton Field Working Parties to ask volunteers to attend another event and resolved to arrange a Litter Pick following the Elections.
- g) Cllr Jones requested a discussion regarding a way forward for the Cricket Club. It has previously been acknowledged that the Cricket Club need to sub let the pitch to remain financially viable and Totton and Eling CC have approached them regarding their 3rd & 4th teams using the pitch and pavilion. It was proposed to delegate to the Clerk and Deputy Clerk to meet with Cllr Jones and a member of Totton and Ealing CC to discuss terms and report to the LCR Recreation Ground working group for approval. MJ advised that the current plans for rebuilding the pavilion approved by TVBC were not workable and understood that if the Cricket Club apply for amendments they will pay the application fee. LEW/LW/MJ

167 POLICY

- a) 7th May 2015 Elections - Parish Council Transitional Process. The Clerk advised that nomination packs have been received electronically this year and forwarded to all Members. Should anyone require a paper copy this can be arranged. The Council is aware of two candidates from the Parish other than current Members. Completed forms must be received by TVBC in Andover in person by Thursday 9th April at 4pm. An article for the Parish Newsletter was discussed and Cllr Derrick agreed to supply this. LEW/MD
- b) Adoption of Protocol for Public & Press reporting Council Meetings. The Clerk had prepared copies of the Protocol supplied by HALC to all Members, however Cllr Derrick proposed to delay adopting this Protocol and advised that the Protocol adopted by Copythorne PC supplied by NFDC was more succinct and should be considered. MD to send to the Clerk for onward distribution and discussion at the next meeting. LEW/MD

- c) Adoption of amended Standing Order 3. Re b) above. This cannot be adopted until the Protocol is adopted. Carry forward to the next meeting.
- d) To consider placing a notice on all Parish Notice Boards regarding no commercial notices, adverts or business cards. The Clerk advised that the Parish Council Notice Boards are becoming crowded with commercial adverts. **RESOLVED:** The Clerk to remove all commercial adverts and place a notice on all Notice Boards advising this will be done.

168 FINANCE

- a) Income and Expenditure report for February 2015: **RESOLVED:** That the schedule (Appendix 2) was received and agreed by all Members present.
- b) To consider an application for online banking to allow the Clerk to access bank statements and make transfers between Parish bank accounts only online - **RESOLVED:** All Members present agreed and it was resolved to allow the Clerk to make the application. LEW
- c) Grant Applications to 9th February 2015 - None received.
- d) To agree grant application closing dates for 2015/2016 **RESOLVED:** All Members present agreed and it was resolved to accept dates at (Appendix 3).

169 HIGHWAYS

- a) To consider a joint Village Hall & Parish Council notice board on the verge outside of the Village Hall. The Chair of the Village Hall Committee, Peter Thaxter and the Clerk met to discuss and presented a design at a joint cost of approximately £1137.00 plus VAT. **RESOLVED:** All Members present agreed it would look more professional for the Parish Notices and one joint Notice Board with the Village Hall was a good idea. It was resolved for the Clerk to accept the quotation and place the order via the Parish Council. LEW
- b) To consider quarterly cleaning of three glass/perspex bus shelters at a cost of £120.00 per quarter. **RESOLVED:** All Members present agreed it was a good idea to keep the new shelters clean and it was resolved to award a 12 month contract to Kevin Bennett (Weed It And Reap).

170 PLANNING & GENERAL PURPOSES COMMITTEE

- a) **PROPOSED:** Minutes of the meeting held on 2nd February be signed by the Chair as a true and accurate record. **RESOLVED:** Agreed by all Members of the Planning and General Purposes Committee and accepted by all Members present.
- b) To consider a response to the TVBC Gypsy and Traveller Development Plan, closing date 20th March 2015. It was agreed to discuss this at the Planning & General Purposes Committee meeting to be held on 16th March 2015.

171 COMMUNICATION

- a) Update re presentation at the Annual Parish Meeting - The Clerk advised Lesley Weldon (LW) is dealing with this on the Clerk's behalf and that plans are progressing. Members agreed to provide refreshments for the evening. LW/LEW
- b) Newsletter March 2015 - suggestions for articles were: Buxton Land working parties, Elections & Standing for the Parish Council, Rock Challenge - Wellow School, St Margaret's Church 800th Anniversary celebrations. MD/LEW/LW/PS

172 CORRESPONDENCE

- a) List of correspondence/consultations for February 2015 received & noted by members - items of interest available to members as required.
 - (i) ANGELA PETERS - NFNPA email 12.2.15 Re request for letter of support for application for funding for Blackwater Conservation Group. All LEW

- Members present agreed the Clerk to write a letter of support.
- (ii) SHARON BARNES - HURSLEY PONY CLUB email 25.02.15 re permission to allow Easter Egg Hunt on Canada Common Sat 11.04.15 10.30 am for 15 - 20 children. Following much discussion it was decided not to allow this event due to the many complaints regarding inconsiderate parking last time. The Clerk to write explaining the issue. LEW 41
- (iii) ROMSEY POLICE - Email 27.02.15 re no longer sending our Beat Reports from April, you need to register with www.hampshirealert.co.uk.
- (iv) ANITA SMITH/ENVIRONMENT AGENCY Email 27.02.15 update re odour complaints - not convinced from Squabb Lane. Mapping all complaints to build a picture to establish source. Investigations ongoing.
- (v) CARTER JONAS - Email 26.02.15 re WPC taking a low rent licence for remaining area of the Glebe. All Members present agreed the Clerk to investigate what terms are being offered. LEW
- (vi) NFNPA - consulting on revisions to Local Planning Application Requirements. Deadline 7th April 5pm. Move to Agenda - P&GP meeting 16.03.15 LEW
- (vii) Action Hampshire - Re Hampshire Alliance for Rural Affordable Housing (HARAH) Rural Housing Enabler Project enabling affordable houses across villages in Hampshire
- (viii) TVBC - COMMUNITY INFRASTRUCTURE LEVY (CIL) - Email 27.02.15 draft charging schedule public examination deadline Friday 27th March 2015. Move to Agenda - P&GP meeting 16.03.15 LEW

173 DELEGATES REPORTS

- a) MD & RN attended a meeting of the TVAPC in Kings Somborne. Attendance was good, however it was proposed to reduce the number of meetings from four per year to three. There were presentations on Recycling and Highways.

Confidential business - RESOLVED: to exclude the press and public for item 174 below, on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

174 STAFF MANAGEMENT

- a) The Clerk to update Members on grounds staff. The Clerk supplied a report to the Council (Appendix 4). See confidential minute. LEW

175 DATES OF FUTURE MEETINGS

- a) Planning & General Purposes Committee meeting - Monday, 16th March 2015
 b) Planning & General Purposes Committee meeting - Wednesday, 8th April 2015
 c) Full Council meeting - Wednesday, 8th April 2015.

Public participation at this meeting: Ten members of the Public attended.

Date: 07/04/2015

Wellow Parish Council 2014/2015

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Cash Book No : 1

User : LAW

Current Bank A/c

Receipts received between 28/02/2015 and 31/03/2015

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 : 31/03/2015	67.45						
500208	Wellow Youth Football Club	67.45		3.21	1551	502	64.24	Elec Nov - Feb 2015
	Banked on : 31/03/2015	87.26						
500209	SSE Services plc	87.26			1170	101	87.26	Wayleaves 2014/2015
	Total Receipts :	154.71	0.00	3.21			151.50	

Current Bank A/c

Payments made between 28/02/2015 and 31/03/2015

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/03/2015	Wellow Village Hall	4003	53.68			4121	101	53.68	Electricity use 29.01 - 27.02
02/03/2015	K. D. Steer	4004	5.50			4122	101	5.50	Parish Office Cleaning
02/03/2015	Hampshire County Council	4005	6.62		1.10	4135	101	5.52	Stationery
02/03/2015	Hampshire County Council	4006	29.98		5.00	4135	101	24.98	Stationery
02/03/2015	Hants Assoc of Local Councils	4007	72.00		12.00	4119	102	60.00	Annual Conference/Training
02/03/2015	R.C.Biddlecombe	4008	20.00			4561	502	20.00	Install fire alarms to Hatches
02/03/2015	BT Payment Services Ltd	4009	218.12		36.35	4126	101	181.77	Phone & Broadband 23.02.15
11/03/2015	Wellow Village Hall	4010	1,305.00			4124	101	1,305.00	Office Pathway
13/03/2015	SSE	4011	92.20		4.38	4562	502	64.24	Pav Elec 26.11- 25.02
						4510	501	23.58	Pav Elec 26.11- 25.02
16/03/2015	L Wheeler	004012	990.07			4125	101	5.58	Postage March 2105
						4102	102	12.35	Travel March 2015
						4100	102	972.14	Salary March 2015
16/03/2015	Lesley Weldon	004013A	271.75			4102	102	4.88	Travel March 2015
						4100	102	266.87	Salary March 2015
16/03/2015	Lesley Weldon	004013B	28.34		4.72	4565	502	23.62	Smoke Alarms Hatches Farm Pav
18/03/2015	Lesley Weldon	004014	4.39			4132	101	4.39	Expenses Feb 2015
19/03/2015	Wellow Village Hall	004015	258.75			4136	101	258.75	Hire of Hall/meetings
19/03/2015	Test Valley Borough Council	004016	421.81		70.30	4565	502	187.08	Grounds Maint 09/14 - 03/15
						4530	501	164.43	Grounds Maint 09/14 - 03/15
31/03/2015	Jeffrey Benham	4017	1,074.69			4108	102	25.35	Mileage March 2015
						4106	102	1,049.34	Final Salary March 2015
31/03/2015	Jeffrey Benham	4017A	20.00		3.33	4215	201	16.67	Groundsman Exp March 2015
31/03/2015	H M Revenue and Customs	4018	1,369.05			4107	102	611.90	Q4 - Jan to March 2015
						4101	102	757.15	Q4 - Jan to March 2015
31/03/2015	Test Valley Borough Council	4019	1,352.83		225.47	4607	601	1,127.36	Dog Bin Emptying 2014/2015
31/03/2015	Copythorne Parish Council	4020	240.00			4322	301	240.00	Lengsthman Scheme Work 2014/15
31/03/2015	Climbersway Tree Care Ltd	4022	576.00		96.00	4535	501	480.00	Tree Works LCR
31/03/2015	Direct tec UK Ltd	4023	72.00		12.00	4134	101	60.00	Photocopier Rent Jan/Mar 2015
31/03/2015	Country Consumables	4024	102.00		17.00	4305	301	85.00	Newsletters Sept/Dec/Mar
31/03/2015	Hants Assoc of Local Councils	4025	202.68		33.78	4157	101	168.90	HR Consultancy 24.03.2015
Sub Total Carried Forward			8,787.46	0.00	521.43			8,266.03	

Date: 07/04/2015

Wellow Parish Council 2014/2015

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Time: 10:39

Cash Book No : 1

User : LAW

Current Bank A/c

Payments made between 28/02/2015 and 31/03/2015

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</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>
31/03/2015	Nightingale Groundcare Ltd	4026	232.22		38.70	4803	801	193.52	Mtce March 2015
31/03/2015	K. D. Steer	4027	27.50			4122	101	27.50	Office cleaning March 2015
31/03/2015	Wellow Village Hall	4028	41.33			4121	101	41.33	Parish Office Elec March 2015
Total Payments :			9,088.51	0.00	560.13			8,528.38	