

WELLOW PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
Wellow Village Hall, Wellow Room
Wednesday, 8th April 2015. 7.15pm to 9.50pm.

Present: Mike Derrick (MD), Francis Feeney (FF), Mike Jones (MJ), Ray Noble (RN), Angela Ratcliffe (AR) (Chairman), John Saunders (JS), Phil Stenner (PS).

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

Apologies: Alan Clark (AC), Tish Cochrane (TC), Julie Jacobs (JJ), Jamie King (JK), 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>
176	
APOLOGIES	
As above.	
177	
DECLARATIONS OF INTEREST	
Cllr Mike Jones declared in an interest in Agenda item 183a	
178	
PUBLIC PARTICIPATION	
No members of the Public attended.	
179	
POLICE REPORT	
No Report.	
180	
DISTRICT/COUNTY COUNCILLOR REPORTS	
TVBC Cllr Gordon Bailey reported that:	
(i) The speed of traffic in Woodington Road and Maurys Lane is dangerously fast and GB suggested that WPC write to HCC to request a reduction from the current speed limit of 60mph. (All Members present subsequently voted against taking such action, as relatively few residents speed along the lanes and a reduction of the speed limit will not solve the problem of the irresponsible few with no one to monitor and enforce it. In addition, it will cause more street furniture in a country lane).	
(ii) Residents have reported that the footpath along the A36 is becoming very narrow due to overhanging vegetation and it is dangerous for pedestrians when large HGVs are passing.	LEW
(iii) The application at Woodview, Embley, for one gypsy caravan is coming to Southern Area Planning Committee on 23 rd April. GB suggested offering the applicant a 1 year term until the Bunny Lane site is available when the new Revised Local Plan is adopted.	
181	
RECEIVE AND APPROVE MINUTES	
<u>PROPOSED:</u> Minutes of the Full Council meeting held on 2 nd March 2015 were formally received.	
<u>RESOLVED:</u> Approved as a true and accurate record and signed by the Chairman. All Members present agreed.	Chair
182	
MATTERS ARISING FROM THE ABOVE	
None.	
183	
COMMUNITY AND ENVIRONMENT	
a) To Approve Lease for the cricket pitch & pavilion May 2015/16, based on the addition of the points added to the current lease by letter dated 13 th April and signed by the new Committee. <u>RESOLVED:</u> All Members present agreed The Clerk to issue the lease amended as above on the 1 st May 2015 for one	LEW/LW

- year.
- b) Consider a Traffic Order for all Parish Footpaths for 'No Business Use'. The Clerk had not received information requested from HCC, item deferred until next meeting.
 - c) Consider repairs to Hatches Farm Car Park. Quotations were received from TVBC and G Farwell. **RESOLVED:** All Members present agreed to award the contract to TVBC for £740.00 plus VAT and advise the clubs when this will take place as the car park will be closed for the day. LEW
 - d) Dog waste bin disposal - TVBC Increase in weekly cost from £5.42 to £5.51 **RESOLVED:** All Members present agreed to accept the increase which is reasonable and the Clerk to sign the contract. LEW
 - e) TVBC Grounds Maintenance Contract for mowing Lower Common Road Recreation Ground @ £55.69 per cut and Hatches Farm Sports Field @ £63.36 . **RESOLVED:** All Members present agreed to accept the small increase which is reasonable and the Clerk to sign the contract. LEW
 - f) Consider installing new gates to burial ground, quotations were received from Richard Farmer and Godwin Fencing for hardwood gates. **RESOLVED:** All Members present agreed to accept the quotation from Godwin Fencing for £615.00 plus VAT, the Clerk to arrange. LEW
 - g) War Memorial - request to add Alfred Ernest Goddard to WW1 panel. The Clerk had researched the matter with the RBL and the War Memorials Trust but could not find any specific requirements for where a name should be recorded. It would appear to be usually in the village or town the deceased was living at the time of going to war. Members agreed that the History Society should be asked for their guidance and to try the local branch of the RBL for advice, JS to provide contact number. LEW/JS
 - h) Burial Ground - request to inter ashes of Phylis & Derek Brown as although not lived in the Parish they have a long family history (Pointers) in the Parish. **RESOLVED:** All Members present agreed that WPC should standby the principle of the rules but suggested that the ashes could be interred in a relative 'Pointer' plot, providing evidence and agreement of the family is provided. The Clerk to seek advice from A H Cheater in the first instance and advise Mrs Brown. LEW
 - i) Lengthsman Scheme - funding agreed from HCC for 2015/16 - report provided. LEW/MJ
 - j) Roundabout Lower Common Road Recreation Ground - in need of repair or consider removal. **RESOLVED:** It was agreed by all Members present to repair the roundabout one last time and MJ offered to paint it. The Clerk to instruct Roger Biddlecombe.
 - k) MacDonald's are offering support in the form of manpower or a grant for work in the Parish. It was suggested and agreed that AR is to ask for the funds to repaint the roundabout. AR

184 POLICY

- a) 7th May 2015 Elections - Parish Council Transitional Process. The Clerk advised it is the final day tomorrow for receipt of nominations at TVBC. It is looking likely that we will be short of Members, therefore please consider standing.
- b) Adoption of Protocol for Public & Press Reporting Council Meetings. The Clerk had previously supplied copies of the Protocol supplied by HALC to all Members and supplied copies of the Protocol Cllr Derrick had advised were adopted by Copythorne PC as supplied by NFDC. **RESOLVED:** All Members present preferred the latter and agreed this should be adopted forthwith. LEW
- c) Adoption of amended Standing Order 3. Re b) above. **RESOLVED:** All Members present agreed that the Standing Order 3 sections l and m be amended in line with the Protocol. LEW

- 185 FINANCE 44
a) Income and Expenditure report for March 2015: **RESOLVED:** That the schedule (Appendix 1) was received and agreed by all Members present. LEW
- 186 HIGHWAYS
a) Nisa Store - consider repairs to verge. The Clerk advised that the Police had informed her that they no longer use the 'pull in' area since the cameras were installed on the A36. It was suggested that the Clerk contact the Nisa Store Manager to investigate whether the store uses it for deliveries etc, or if it could be removed so that the verge can be repaired and possibly dragons teeth or planters installed to stop vehicles driving over it. LEW
- 187 PLANNING & GENERAL PURPOSES COMMITTEE
a) **PROPOSED:** Minutes of the meeting held on 2nd March and 16th March 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. Chair
- 188 COMMUNICATION
a) Update re presentation at the Annual Parish Meeting - The Clerk advised that whilst the plans were coming together there might not be a representative from the Police. Gillie Molland from NFNPA will be talking about responsible Dog Walking and Anthony Carter re Development in the Parish. All Members were asked to bring refreshments. LW/LEW
- 189 CORRESPONDENCE
a) List of correspondence/consultations for March 2015 received & noted by members - items of interest available to members as required.
(i) Carter Jonas re Lease of Land at the Glebe - All Members present agreed there was no advantage to leasing this land, only in purchasing it for use as a Burial Ground. The Clerk to reply. LEW
(ii) TVBC Public Open Space Projects wish list. All Members present agreed to add a sports store to the Hatches Farm Pavilion to the list. LEW
(iii) NFNPA Ranger attending Canada Common re Awareness Day - educating users on Responsible Dog Walking and the special qualities and SSSI status of the Common 22/4/15 and 8/5/15. Cllr Stenner to attend. PS
(iv) New Forest Leader Programme - £1.4 million grant funding available to small rural businesses. Advertise on website and notice boards. LEW
- 190 DELEGATES REPORTS
a) Cllr Phil Stenner advised that the Recreation Ground appears to be being used by a commercial organisation for a Kettlercise Class on a Wednesday morning. It was suggested that the Clerk write to the class organiser advising there could be a charge for regular use of the Recreation Ground and obtain their intentions. LEW
b) Cllr Phil Stenner attended the Roke Manor (RBMR) liaison panel and advised that there will be 86 lorry movements at 20 tonne loads per day when they open the sand & gravel extraction plant. They can't meet demand at present. The lorries will be tracked to ensure they travel along the Ower Road to the A36. A planning application is expected for a new entrance. The Clerk advised the application had just arrived, Cllr Ratcliffe to attend. AR

Confidential business - RESOLVED: to exclude the press and public for item 191 below, on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

- 191 STAFF MANAGEMENT See confidential minute.
- a) The Clerk to update Members on grounds staff. The Clerk supplied a report to the Council (Appendix 2). LEW
 - b) Council to consider Grounds Maintenance and Highway Sites matters. LEW
 - c) The Pensions Regulator - Auto Enrolment - Staging Date 1st April 2016. The Clerk supplied a report to the Council (Appendix 3). LEW
- 192 DATES OF FUTURE MEETINGS
- a) Annual Parish Meeting - Wednesday, 22nd April 2015.
 - b) Planning & General Purposes Committee meeting - Wednesday, 6th May 2015.
 - c) Annual General Meeting and Full Council meeting - Monday, 18th May 2015.

Public participation at this meeting: No members of the Public attended.

Current Bank A/c

List of Payments made between 01/04/2015 and 30/04/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
13/04/2015	Test Valley Borough Council	004029	136.80	18/05/15	Cricket Pavilion Business Rate
13/04/2015	Test Valley Borough Council	004030	271.67	18/05/2015	1/3 cost of SLR Sign 15/16
13/04/2015	Hants Assoc of Local Councils	004031	120.00	18/05/2015	HR Service Subscription
13/04/2015	Hants Assoc of Local Councils	004032	623.00	18/05/15	Affiliation Fees 2015/16
13/04/2015	Hatches Farm	004033	190.00	18/05/15	Equipment Storage April - June
13/04/2015	Wellow Village Hall	004034	29.70	18/05/15	Meeting Room Hire APM
13/04/2015	Weed it And Reap	004035	207.10	18/05/15	Wellow Common bench repairs
13/04/2015	Hampshire Playing Fields Assoc	004037	40.00	18/05/15	Annual Subscription 2015/16
13/04/2015	Hampshire Playing Fields Assoc	004037	-40.00	18/05/15	Annual Subscription 2015/16
13/04/2015	Hampshire Playing Fields Assoc	004036	40.00	18/05/14	Annual Subscription 2015/16
13/04/2015	TLC Online	004037	90.00	18/05/15	Website Maint Feb - April 2015
13/04/2015	Weed It And Reap	004035	-207.10	18/05/2015	Bench repairs Canada Common
16/04/2015	Lesley Weldon	004038	266.87	18/05/15	Salary April 2015
16/04/2015	L Wheeler	004039	1,208.05	18/05/15	Salary & Expenses April 2015
20/04/2015	Kevin Bennett	004040	207.10	18/05/2015	Bench Repairs Wellow Common

Total Payments 3,183.19

Current Bank A/c

Receipts		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 : 13/04/2015	1,640.11						
BACS	HMRC	1,640.11			105		1,640.11	VAT Refund
	Banked on : 24/04/2015	115.00						
500210	Crossland/Halle	115.00			1800	801	115.00	Burial Ground Fee for Memorial
	Banked on : 28/04/2015	125.00						
500211	Cheaters/Pointer B	125.00			1800	801	125.00	Burial Ground Fee
	Total Receipts	1,880.11	0.00	0.00			1,880.11	
	Cashbook Totals	<u>16,226.03</u>	<u>0.00</u>	<u>0.00</u>			<u>16,226.03</u>	

Current Bank A/c

Payments

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 Detail</u>
13/04/2015	Test Valley Borough Council	004029	136.80			4513	501	136.80	Cricket Pavilion Business Rate
13/04/2015	Test Valley Borough Council	004030	271.67			4158	101	271.67	1/3 cost of SLR Sign 15/16
13/04/2015	Hants Assoc of Local Councils	004031	120.00		20.00	4157	101	100.00	HR Service Subscription
13/04/2015	Hants Assoc of Local Councils	004032	623.00			4148	101	623.00	Affiliation Fees 2015/16
13/04/2015	Hatches Farm	004033	190.00			4205	201	190.00	Equipment Storage April - June
13/04/2015	Wellow Village Hall	004034	29.70			4136	101	29.70	Meeting Room Hire APM
13/04/2015	Weed it And Reap	004035	207.10			4753	702	207.10	Wellow Common bench repairs
13/04/2015	Hampshire Playing Fields Assoc	004037	40.00			4148	101	40.00	Annual Subscription 2015/16
13/04/2015	Hampshire Playing Fields Assoc	004037	-40.00			4148	101	-40.00	Annual Subscription 2015/16
13/04/2015	Hampshire Playing Fields Assoc	004036	40.00			4148	101	40.00	Annual Subscription 2015/16
13/04/2015	TLC Online	004037	90.00			4305	301	90.00	Website Maint Feb - April 2015
13/04/2015	Weed It And Reap	004035	-207.10			4750	702	-207.10	Bench repairs Canada Common
16/04/2015	Lesley Weldon	004038	266.87			4100	102	266.87	Salary April 2015
16/04/2015	L Wheeler	004039	1,208.05		35.38	4132	101	49.99	AVG Antivirus Software
						4135	101	49.38	Ink Cartridges
						4132	101	19.92	Anti Malware Software
						4152	101	57.60	Advert Romsey Advertiser
						4100	102	983.42	Salary April 2015
						4102	102	12.36	Travel
20/04/2015	Kevin Bennett	004040	207.10			4750	702	207.10	Bench Repairs Wellow Common
Total Payments			3,183.19	0.00	55.38			3,127.81	
Balance Carried Fwd			13,042.84						
Cashbook Totals			<u>16,226.03</u>	<u>0.00</u>	<u>55.38</u>			<u>16,170.65</u>	

Deposit Bank A/c

Receipts

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 : 09/04/2015	11.18						
BACS	TSB	11.18			1190	101	11.18	Interest Received
	Banked on : 13/04/2015	30,000.00						
BACS	Test Valley Borough Council	30,000.00			1176	101	30,000.00	Precept
	Total Receipts	30,011.18	0.00	0.00			30,011.18	
	Cashbook Totals	<u>117,765.69</u>	<u>0.00</u>	<u>0.00</u>			<u>117,765.69</u>	

Deposit Bank A/c

Payments

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 Detail</u>
			0.00					0.00	
								0.00	
	Total Payments		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		117,765.69						
	Cashbook Totals		<u>117,765.69</u>	<u>0.00</u>	<u>0.00</u>			<u>117,765.69</u>	