

WELLOW PARISH COUNCIL
 MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON
 Monday, 5th March 2018 - 7.45pm
 Wellow Village Hall - Wellow Room

Attending: Cllr Gaye Chesterton-Kay (GC) (Chair), Cllr Ed Chesterton-Kay (EC), Cllr Alan Clark (AC), Cllr Trevor Grant (TG), Cllr Sue Jones (SJ), Cllr Mike Jones (MJ), Cllr John Sampson (JRS), Cllr Harmeet Singh Brar (HB)
 In Attendance: Mrs Sharon Whitehouse (Clerk)
 Cc: (for information only): Cllr Gordon Bailey, Cllr Nick Adams-King, Cllr Roy Perry, Caroline Nokes MP, Romsey Police.

157 **Apologies** - Cllr Philip Stehr, Cllr Rich Millard, PCSO Claudia Pattison

158 **Declarations of Interest** - None

159 **Public Participation** - None

160 **Police Report** - None received

161 **District/County Councillors' reports**

Cllr Perry reported that there will be a 5.99% increase in Council tax charged by Hampshire County Council for 2018/2019. Hampshire still has one of the lowest precepts in the country and the Band D charge compares favourably with other authorities such as Dorset and West Sussex. Cllr Perry was pleased that all main roads in the County had remained passable during the recent snow and commended Hampshire staff for their efforts.

Cllr Bailey advised that there were a few areas in Wellow put forward as part of Strategic Housing and Economic Land Availability, although none of these are being considered for development presently. Members were reminded however, that the Neighbourhood Plan could over-ride the view from Test Valley Borough Council.

Cllr Adams-King referred to the Local Plan, a new national policy framework for planning authorities and advised that briefing sessions will be held for Parish Councils in due course once the full implications of the new legislation has been worked through. The draft recommendations for the Community Governance Review will be out in April. The increase in Test Valley's council tax bill will be £5 per Band D property. Cllr Adams-King highlighted the forthcoming Parish Council funding session and recommended that Members attend.

162 **To Receive Minutes of the Full Council Meeting held on 5th February 2018**
PROPOSED: Minutes of the Full Council Meeting held on 5th February 2018 were received.

RESOLVED: The minutes were approved as a true and accurate record of the meeting and signed by the Chair. The Clerk agreed to delete reference to security measures/arrangements at Hatches Farm from the version uploaded to the website.

163 **Matters Arising** - None

164

Policy**a. Annual Parish Assembly (25/4/18)**

i) **To finalise presentations/arrangements** - In addition to the Neighbourhood Plan presentation there will be a talk on speeding in the Parish and what we can do to stop it. Cllr Singh Brar will contact the resident police officer to confirm arrangements. Doors will open at 6.30pm for the meeting to commence at 7pm as last year. Cllr Singh Brar suggested that a slide show of projects could be projected during the informal session - the Clerk/Admin Assistant will liaise with Cllr Singh Brar to pull together photos for the slide show. Hampshire and IOW Trust have expressed an interest in having a stand at the meeting, mentioned to Cllr Sampson when he attended one of their recent briefing sessions- the Clerk will follow this up. Cllr Sampson agreed to contact Wellow School about possible involvement this year. It was agreed to provide identity badges for Members and Officers - Admin Assistant to action.

HSB

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HSB

JRS

KM

ii) **To confirm attendance by Councillors** - All Members present confirmed that they will be attending the Annual Parish Meeting. The Clerk will find out from Cllr Stehr and Cllr Millard if they plan to attend. Cllr Chesterton-Kay advised that she will pass over any questions raised during the Q & A session to the appropriate Councillor for answering.

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b. **GDPR Update** - Further to attendance at the HALC briefing on 21st February, Cllr Singh Brar reported that Wellow Parish Council is as compliant as possible at this stage. HALC is currently working on a model data protection policy, which we should seek to adopt once it is issued. It was noted a Councillor email address should be deleted as soon as someone resigns.

c. **NALC Legal Briefing - Financial Assistance to the Church** - the Clerk reported that an update of 31st January 2018 had been received during the last month, L01-18 Financial Assistance to the Church; which is particularly relevant to item 167a(iv), the grant application from St. Margaret's Church under consideration, later on the agenda. The update reiterates s.6(1)(c) of the Local Government Act 1894 which confirms the powers, duties and liabilities conferred on parish councils include "the holding and management of parish property **not being property relating to affairs of the church or held for an ecclesiastical charity**". It is NALC's view that subsequent legislation does not override the specific provision set out in s.8 of the 1894 act which prevents a council from contributing to the affairs of the church. The update concludes that "whilst there is no consensus on this issue, a council that considers making a payment in these circumstances needs to consider whether it is prudent to take of a course of action that it cannot be certain is legally valid".

165

Community & Environment

a. **Canada Common re. Management Plan 2017/18** - Cllr Sampson reported that birch thinning had been completed recently and most of the timber has been cleared. Cllr Chesterton-Kay has put out the yellow signs for ground nesting birds. The cattle grid at Monkey Jump is blocked and needs clearing. The Clerk to contact G Farwell for a quote.

SW

b. **Footpaths** - We await a date from the Lengthsman for completing the work to Footpath 17, approved at the January Meeting.

c. Burial Ground

i) To consider further quotations for path removal – Two further quotations obtained for the path removal at the burial ground were presented to Members. As both came in higher than the Nightingale Groundcare quote considered previously, they were rejected by the Parish Council.

RESOLVED: It was agreed that Cllr E Chesterton-Kay would approach EC Bartack for a quote, to be considered at the next meeting.

ii) Update on dead tree - the Clerk reported that we have received a letter from HCC Highways Department (dated 23rd February 2018) advising that the Arboricultural Section will carry out an inspection in due course.

d. Buxton Land - Repairs to boundary fencing

Cllr E Chesterton-Kay is meeting on site with a contractor on Tuesday morning, 6th March 2018, with the quote to follow. Item deferred to next meeting.

e. Speeding/Traffic Measures

i) **PROPOSAL:** Cllr Singh Brar recommended that the Parish Council cease with plans to proceed with Community Speedwatch and pursue the options available through HCC Community Funded Initiatives. The measures available via the Community Funded Initiatives offer long term permanent solutions, whereas a recent meeting with Hampshire Police advised that Community Speedwatch groups have found that incidences of repeat offending is high, and groups become demoralised because the warnings issued are not enforced by law.

RESOLVED: It was agreed by all Members present to cease with plans to proceed with Community Speedwatch and pursue options available through HCC Community Initiatives.

f. Tree Surveys - To consider updating visual tree assessments

PROPOSAL: To consider updating visual tree assessments, that had last been completed in October 2014.

RESOLVED: It was agreed by all Members present that a 5-year cycle for updating visual tree assessments was adequate. The Clerk to carry this item forward for action in October 2019.

g. Remembrance Bench

PROPOSAL: That the Parish Council consider the purchase of the David Ogilvie Commemorative Bench to mark the centenary of the end of the First World War.

RESOLVED: It was agreed all Members present to purchase a bench to mark the Armistice. However, the decision on the exact bench to buy will be deferred to the next meeting.

Cllr Singh Brar agreed to provide details of an alternative.

HSB

166

Sports & Leisure

a. Cricket Pavilion

i) Update on new Pavilion - The scheme is progressing and Passmores are on schedule to hand over the building by the end of March. Supplies for plastering, plumbing and electricians will be purchased direct by the Parish Council.

ii) Draft Lease Agreement with W&PCC - Comments from the cricket club on the draft agreement have been received and the proposed amendments were approved by the Parish Council. The Clerk will make changes and issue the 2018 agreement for signature in advance of the new lease commencement

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date of 1st May 2018.

b. Hatches Farm Update

Cllr G Chesterton-Kay advised that quotes are being obtained for the car park and the review of drainage on the football pitches is ongoing. Beyond that, further updates for Hatches Farm were deferred to the next meeting due to Cllr Millard's absence.

167 Finance

a. To Receive Income and Expenditure Reports for February 2018

PROPOSED: To accept the income and expenditure reports for February 2018.

RESOLVED: The I & E reports for February 2018 were accepted and agreed by all Members present

b. To Receive Online Payments Schedule Dated 05.03.2018 - schedule was received and approved by full Council and authorised by Cllr Sampson and Cllr Chesterton-Kay.

c. To Consider Grant Applications

RESOLVED:- It was resolved that the following grants be awarded to local organisations under S137:-

- i) Wellow School. - £1,000 towards the new pre-school
- ii) Wellow Lunch Club - £500 towards the ongoing costs of running the service
- iii) Simon Says - £150 towards the cost of new books and resources
- iv) St Margaret's PCC - taking into account the recent update received from NALC concerning payments to the Church (see minute 164c above), on this occasion the Clerk recommended that a grant payment should not be made to St. Margaret's PCC. All Members present agreed.
The Clerk to arrange payment to local organisations.

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d. To approve gang mow quote from TVBC

RESOLVED: It was agreed by all Members present to accept the quote from Test Valley Borough Council for 2018/2019. Clerk to sign and return paperwork.

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168 Planning & General Purposes Committee

a. To Receive Minutes of Planning & General Purposes Committee meeting held on 5th February 2018

PROPOSED: Minutes of the Planning & General Purposes Committee meetings held on 5th February 2018 were formally received.

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

169 Communication

a. Newsletter Update - The Clerk reported that the Spring newsletter is with the printers. Arrangements are being made for the new distributor to collect direct from the printer w/c 12th March, in time to meet the deadline for the scheduled distribution in March.

170 Neighbourhood Plan

a. Update - Cllr Grant updated the meeting on Neighbourhood Plan activities. These included a joint meeting with the Parish Council to start the process of

sharing a vision and a set of objectives for Wellow that will inform the policies in the Neighbourhood Plan. Good progress has been made in drafting a community questionnaire and work is also underway to understand the wide questionnaire management and analysis process. The team is exploring the use of Survey Monkey to help with the Neighbourhood Plan. The next meeting of the Development Working Group will focus on a local assessment of site information contained within the SHEELA document published on the TVBC web-site.

171 Correspondence/Consultations Received February 2018

Meterod - email dated 16.1.18, introduction as specialist drain services

TVBC - email dated 16.1.18 re. The Great British Spring Clean 2-4 March - Clerk to forward to JRS.

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CLM Land & Rural Property Management - letter dated 22.1.18 re. Countryside Stewardship Scheme - Noted

TVBC Notice of temporary road closure, Maurys Lane 5.2. to 5.3.18

TVBC Notification of grant award £1,000 for Hatches Farm - Clerk to complete enclosed form and return to confirm acceptance.

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Wellow Village Hall - Agenda for AGM to be held 7th February 2018

NFNPA - Local Plan Consultation 17.1.17 - 28.2.18 - No response

Invitations

TVBC - Invite to Test Valley Resilience Forum on Sat 17th March 2018

172 Delegates' Reports

Cllr Singh Brar - will meet with the Clerk to discuss the email switchover, to expand storage capacity (at no extra cost). He expressed thanks to Blackwater Equestrian for shipping people around in the snow.

Cllr Clark reported that the New Forest Meeting he was due to attend had been rescheduled.

Cllr Grant commented that it was nice to see the Common being well used by Parishioners during the snow.

Cllr Sampson attended the course at Testwood Lakes on non-invasive plants and would pass the paperwork over to the Clerk for retention.

173 Future Meeting Dates

a. Date of Next Meeting - 9th April 2018 at 6.45pm Planning & General Purposes followed by Full Council at 7.15pm

b. Dates of Other Meetings to be Attended by Councillors

14.03.2018 - Finance Meeting, 8.30am Parish Office

15.03.2018 - Meeting with Natural England re. HLS, 9.30am Parish Office - Cllr Sampson, Cllr S Jones

22.03.2018 - Parish Council Funding Sessions 5.00-8.00pm, Crosfield Hall, Romsey

Meeting closed at 9.50pm

Deposit Bank A/c

Receipts received between 01/02/2018 and 28/02/2018

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>
	BACS Banked: 09/02/2018	3.91						
	BACS TSB	3.91			1190	101	3.91	Interest
	BACS Banked: 18/02/2018	1,000.00						
	BACS Test Valley Borough Council	1,000.00			1417	301	1,000.00	Grant: Hatches Fm
	Total Receipts:	1,003.91	0.00	0.00			1,003.91	

Current Bank A/c

Receipts received between 01/02/2018 and 28/02/2018

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: 05/02/2018	15,000.00						
	BACS Deposit Bank A/c	15,000.00			201		15,000.00	From Dep to Curr to aid
500273	Banked: 08/02/2018	676.65						
500273	Wellow & Plaitford Cricket Clb	676.65		68.11	1501	501	553.56	Electricity chgs to Nov
					1506	501	54.98	Water charges
	Banked: 13/02/2018	15,000.00						
	BACS Deposit Bank A/c	15,000.00			201		15,000.00	Top up from deposit a/c
	Total Receipts:	30,676.65	0.00	68.11			30,608.54	

List of Payments made between 01/02/2018 and 28/02/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/02/2018	NEST	DDNESTJAN	51.43	05.03.2018	Pension payt Jan 18
05/02/2018	Grenke Leasing Ltd	DDGRENKE16	83.06	05.03.2018	Finance lease phones Feb 18
07/02/2018	Storage on Site Ltd	EP02180138	47.76	05.03.2018	Container hire to 8/2/2018
07/02/2018	AEC Protection	EP02180139	77.88	05.03.2018	Padlock for new shed
07/02/2018	Philip Jeffs	EP02180140	102.00	05.03.2018	Remove old/fix new bin
07/02/2018	Wellow Village Hall	EP02180141	117.26	05.03.2018	Electricity chgs to 30/11/17
07/02/2018	Nightingale Groundcare Ltd	EP02180143	1,233.80	05.03.2018	Grounds Maintenance Jan 18
07/02/2018	Atom IP Ltd	EP02180144	338.76	05.03.2018	Telephone/internet Nov-Jan inc
07/02/2018	Philip Jeffs	EP02180145	20.00	05.03.2018	Remove old/fix new post box
07/02/2018	Justin Kerr	EP02180146	475.00	05.03.2018	Install electrics to new shed
07/02/2018	Direct tec UK Ltd	EP02180147	201.09	05.03.2018	Printing Oct-Jan 18
07/02/2018	K. D. Steer	EP02180148	24.80	05.03.2018	Parish Office Cleaning Jan 18
07/02/2018	Wellow Village Hall	EP02180142	41.40	05.03.2018	Room hire for meetings Oct-Dec
12/02/2018	NEST	DDNESTFEB	51.43	05.03.2018	Pension payt Feb 18
15/02/2018	Sharon Whitehouse	EP02180149	1,074.50	05.03.2018	Clerk's wages Feb 2018
15/02/2018	Karen Miles	EP02180150	384.50	05.03.2018	Admin Asst Wages Feb 18
15/02/2018	Karen Miles	EP02180150	0.90	05.03.2018	Mileage expenses Feb 18
Total Payments			4,325.57		