

WELLOW PARISH COUNCIL  
 MINUTES OF FULL PARISH COUNCIL MEETING HELD ON  
 Monday, 5<sup>th</sup> November 2018 - 7.15pm  
 Wellow Village Hall - Wellow Room

Attended by: Cllr Gaye Chesterton-Kay (GC) (Chair), Cllr Ed Chesterton-Kay (EC), Cllr, Cllr Trevor Grant (TG), Cllr Mike Jones (MJ), Cllr Sue Jones (SJ), Cllr Richard Light (RG), Cllr Rich Millard (RC), Cllr John Sampson (JRS), 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

87 **Apologies** - Cllr Alan Clark, Cllr Nick Adams-King

88 **Declarations of Interest** - None

89 **Public Participation** - Mr Thomas, the resident most affected by the Starlings development at Whinwhistle Road, wished to express his personal thanks to the Parish Council for all its efforts on the recent planning application. Although the outcome was not what we had hoped for, Mr Thomas appreciated the efforts made by the Parish Council.

90 **District/County Councillors' reports** - Cllr Roy Perry reported that the budget had provided little positive news for local government. A written report will follow to be circulated to Parish Councillors, but summary points include:-  
 The whole of Test Valley, including Wellow, will be included in the M3 Enterprise LEP. In 2017, 106,000 problems with children were investigated by Hampshire County Council's Children's Services compared to 68,000 referrals in 2013. There is huge financial pressure on the service, with the number of children in care rising from 1,267 in 2013, to 1,592 in 2017.  
 The Adult Services care home being built on the former Nightingale Lodge site in Cupernham Lane will be modelled on Chesil Lodge, Winchester.  
 Highways has received a £4.5million grant from Government to pay for pot hole repairs.  
 Funds have been awarded to a Flood Relief Committee, mainly to address issues in Romsey.  
 Cllr Gordon Bailey had nothing to report.

91 **To Receive Minutes of the Full Council Meeting held on 1<sup>st</sup> October 2018**  
**PROPOSED:** Minutes of the Full Council Meeting held on 1<sup>st</sup> October 2018 were formally received.  
**RESOLVED:** The minutes were approved as a true and accurate record and signed by the Chair.

92 **Matters Arising** - None

93 **Policy**

- a. **Councillor Vacancy Update** -A by-election will take place on 15<sup>th</sup> November, contested by 4 candidates. To clarify queries raised with Members, the Clerk advised that Test Valley Borough Council's electoral services team manages the by-election process. To maintain an unbiased and neutral position the Parish Council does not get involved with canvassing or publishing manifestos, it will only publish statutory notices as required by the Returning Officer at TVBC.

- b. **Appointment of Tree Warden** - Philip Jeffs has volunteered to take on the role of Tree Warden. The Clerk read out a personal statement to Members and a vote was taken on the appointment of Mr Jeffs as Tree Warden.

**RESOLVED:** It was agreed by all Members present to appoint Philip Jeffs as Tree Warden, with immediate effect. Clerk to arrange.

SW

- c. **To Adopt Updated Burial Ground Regulations**

**RESOLVED:** It was agreed by all Members present to adopt the revised burial ground regulations, updated to include the paragraph on refunds for Grants of Exclusive Rights, in accordance with min. ref. 61d(ii).

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#### Community & Environment

- a. **Canada Common re. Management Plan 2018/19** - Cllr Sampson reported that the first two stages of the 3-part plan previously approved, has been completed.

Reference the proposed site surveys by TVBC raised at the last meeting, unfortunately the Monkey Jump car park cannot be included in the research.

- b. **Footpaths** - There has been no work to footpaths since the last meeting, although it has been agreed with a resident, who contacted the Parish Council back in the summer, that excess gravel can be spread on the footpath between Romsey Road and Gazing Lane.

- c. **Quotes for S106 funds**

**Horse-holding area** - Cllr E Chesterton-Kay advised that the proposed horse holding area requires approval from Highways England and we await confirmation of contact details from HCC.

**Footpaths** - Cllr Sampson has obtained a quote of £2,855 for proposed work on the Romsey Road to Hackleys Lane footpath. This is in addition to the quote of £2,985 for the Church to Foxes Lane footpath previously reported. Both projects are dependent on the HCC Access team gaining the support and agreement of landowners for the proposed work to proceed. Cllr Sampson agreed to obtain additional quotes for providing non-slip measures to the surfaces of the boardwalks.

JRS

- d. **Speeding/Highways Issues**

i) **Update on proposed speed control measures** - The Chair updated Members on progress. A working group comprising Cllrs Sue and Mike Jones and Cllr Ed Chesterton-Kay, together with the Chair, met to review the proposals received from HCC, a copy of which was circulated at the meeting and presented by the Chair. HCC has confirmed that of the total S106 funds available, £19,807.76 can be used towards the cost of speed reduction measures. The estimated cost of the proposals, inclusive of an admin fee of £2,450 and measures at Canada Road is approximately £16,000. Further confirmation is awaited from Hampshire that these funds are available and that there are sufficient resources for the work to proceed.

**PROPOSED:** That the Chair will firm up proposals with HCC, on the basis that all costs will be met from S106 monies. Final proposed measures and costs to be brought back to the Council for approval.

**RESOLVED:** Agreed by all Members present.

GCK

Cllr Sue Jones left the meeting at 8.00pm

ii) **Speed Limit Reducer** - The Clerk reported that HCC is withdrawing its support of this scheme and as a result TVBC has made the decision to end the agency agreement for maintenance of the shared SLR at the

end of July. Fees are paid up to 31<sup>st</sup> March 2019 and the cost of extending the arrangement with Test Valley to 31<sup>st</sup> July is £98.45. The Clerk will liaise with the SLR lead Parish to find out what is proposed beyond March 2019 for the shared SLR. SW

The Clerk also reported that the SLR requires some maintenance repairs and Wellow's share of that cost will be approximately £100.

**RESOLVED:** Members ratified the decision taken by the Clerk to proceed with repairs to the SLR at an estimated cost of £100.

e. Burial Ground

i) Request for Refund of Grant of Exclusive Rights - Members voted on the request, details of which had been forwarded to them by email on 1<sup>st</sup> November 2018.

**RESOLVED:** Members voted 7:1 in favour of approving the request for a refund of the Grant of Exclusive Rights. Clerk to arrange. SW

ii) Update on Condemned Benches - All three condemned benches have been removed from the burial ground by the families. It has been confirmed that in two instances, the intention is to repair the bench and replace it.

f. Remembrance Sunday 11<sup>th</sup> November 2018

i) Attendance at Church Service - Cllrs Chesterton-Kay and Cllr Clark will attend. Clerk will confirm final numbers with the church warden. SW

ii) Reading of Exhortation at Cenotaph - the Vicar has confirmed that retired army chaplain Peter Clemmett will be available to do this if Frank Moody is unable to attend. EC

iii) Road Signs - Cllr E Chesterton-Kay volunteered to put up road signs.

iv) Bugler/Cornet Player - Two boys from Mountbatten School have agreed to play the Last Post at both the Church and the Cenotaph services.

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Sports & Leisure

a. Lower Common Road Recreation Ground

(i) Cricket pavilion - Cllr Mike Jones reported that the pathway running from the play area to the decking is complete. Work is in progress on fixing the gaps to the doors in the changing rooms. The Clerk has emailed the insurance company regarding the proposed installation of heaters and will chase this up. Cllr Light raised the issue of a fire risk assessment and the Clerk advised that this is in hand as it usually takes place at this time of the year. SW

(ii) Tree Issues - The Clerk read through a written note of progress since the last meeting. Following the update, Members **RESOLVED:** that Land Registry Records be checked re. ownership of boundaries (in written form) rather than map to seek clarification on shared or single ownership. Clerk to action. SW

**RESOLVED:** to proceed with obtaining quotes for the felling of the pear tree identified as diseased and in decline. Clerk to arrange. For future clarification and best-practice the Clerk recommended that all Parish Council land assets are fully registered with the Land Registry and where possible boundary ownership is clearly defined. Members agreed that the Clerk will find out costs for professional conveyancing and possible admin support. SW

b. Hatches Farm - Cllr Millard advised that he expects to provide three quotes for drainage of the football pitches by the end of the week. A further quote is being obtained for the car park improvements. The deadline for the grant

application is mid-November. The Chair requested a copy of the accounts which are also required - Clerk to arrange.

SW

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## Finance

- a. **To Receive Income and Expenditure Reports for October 2018**  
PROPOSED: To accept the income and expenditure reports for October 2018.  
RESOLVED: The I and E reports were accepted and agreed by all Members present.
- b. **To Receive Online Payments Schedule dated 05/11/2018 - schedule was received and approved by full Council, authorised by Cllr Sampson and Cllr E Chesterton-Kay. Payments to be processed by the Clerk.**
- c. **To Receive Q2 Budget Monitoring Report**  
PROPOSED: To accept the Q2 budget monitoring report.  
RESOLVED: The Q2 budget monitoring report was accepted and agreed by all Members present. It was noted by Members that the budget excludes any provision for the by-election and that these unplanned costs would need to be funded from the general contingency fund. Alternatively, a confirmed CIL payment of just under £6000, expected to be credited to the Parish Council's bank account soon, could be used to offset all or part of the by-election costs.
- d. **To Approve Attendance at Basic Tree Survey and Inspection Course**  
RESOLVED: It was agreed by all Members present that Cllr Chesterton-Kay and Cllr Jones attend the Basic Tree Survey and Inspection Course on 7<sup>th</sup> Dec 2018; at a cost of £310 excl VAT
- e. **To Approve Proposal for the Donation of a Trophy to the Mountbatten Music Academy at a cost of up to £200**  
RESOLVED: It was agreed by all Members present to purchase two awards as per the picture circulated at the meeting at a cost of £160, to give to Mountbatten Music Academy and Romsey School for presentation at their award ceremonies. The Chair to arrange.
- f. **To Consider Annual Donation to CPRE**  
RESOLVED: It was agreed by all Members present to make a contribution of £50 to CPRE. Clerk to arrange.

GCK

SW

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## Planning &amp; General Purposes Committee

- a. **To Receive Minutes of Planning & General Purposes Committee meeting held on 1<sup>st</sup> October 2018 - Minutes were not received as no meeting took place on 1<sup>st</sup> October 2018 and this item was included on the agenda in error.**

98

## Communication

- a. **Newsletter Update** - Cllr Grant reported that the Newsletter had been distributed during October and the winter edition will be produced early in the New Year. Cllr Grant has been pleased by the positive feedback received about the Newsletter when delivering the Neighbourhood Plan Survey.
- b. **Social Media/Website** - The Clerk reported that the Facebook Page and Website promoted the Neighbourhood Plan Survey during the last month, supporting the work undertaken by the Neighbourhood Plan team. As well as publicising the usual events happening in and around the Parish, statutory notices relating to the by-election have also been posted on both the website and social media to keep residents informed about the process. The Facebook page now has over 500 followers.

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## Neighbourhood Plan

- a. **Update** - Cllr Grant reported that delivery of hard copies of the Neighbourhood Plan Survey was well underway, and thanked those who have volunteered to help with delivery. Early online response has been good, but final numbers won't be available until after the deadline i.e. end of November.

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**Correspondence**

- a. **To Receive List of Correspondence/Consultations Received October 2018**

**HCC Transport** - email of 16.10.18 re. Test Valley Passenger Transport Forum taking place on 1<sup>st</sup> November 2018.

**HCC Strategic Planning** - email of 16.10.2018 re. planning application at Roke Manor Quarry.

**Hampshire Police** - email of 16.10.2018 re. Neighbourhood Community Policing Priorities Survey - now open.

**Friends of the New Forest** - letter of 2.10.2018 including Welcome Pack.

**Fisher German** -letter dated Autumn 2018 re. pipeline maintenance - Noted.

**Hampshire Police** - email of 2.10.2018, Police & Crime Commissioner publishes Road Safety Report.

**Romsey Town Council** - email of 9.10.18 requesting a contribution towards refurbishment of Christmas Lights. Was discussed by the Council who voted unanimously against making a contribution.

**Phil Stenner** - email of 29.10.18 saying how nice the Centenary Memorial Bench looks - Noted.

**TVBC** - email of 24.10.18 re. change to house names on former Linwood site, Maurys Lane

**Hampshire Police** - email of 19.10.2018 re. the Community Remedy for tackling crime - link to survey for completion - Noted.

**TVBC** - Letter of 17.10.18 to confirm that TVBC will not maintain the Speed Limit Reminder after 1.8.19.

**Zurich** - email of 19.10.2018 Risk Topic Update on Tree Liabilities and Cemetery/Memorial Management (circulated to all Councillors for info)

**TVBC** email of 2.11.2018 re Local Character Assessment Briefing Session being held at Stockbridge Town Hall on 13 November at 6pm - Clerk to forward on to Cllr Grant. SW

**TVBC Planning Policy** - Consultation re. Sustainability Appraisal Scoping Report for Gypsies, Travellers & Travelling Show People - Noted. Clerk to respond with comments. SW

*Confidential Business - to consider the exclusion of the press and public for the following item (101a) on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.*

101

**Vexatious Complainant**

- a. **Update since the last meeting** - see Confidential Minute Item 101a

102

**Delegates' Reports** - None received.

103

**Future Meeting Dates**

- a. **Date of next meeting**

19/11/18 - Planning & General Purposes Committee, 6.45pm

3/12/18 - Planning & General Purposes Meeting at 6.45pm followed by full Council at 7.15pm

- b. **Dates of other meetings to be attended by Councillors**

10/11/18 - HALC AGM, Winchester 9am-1pm - Cllr Clark

14/11/18 - Mountbatten Certificate Presentation, 6.30pm - Cllr G Chesterton-Kay

7/12/18 - Basic Tree Survey & Inspection Training, Hilliers, Romsey - Cllr E  
Chesterton-Kay and Cllr M Jones

**Meeting closed at 9.30pm**