

**WELLOW PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING HELD ON
Monday, 1st April 2019 - 7.15pm
Wellow Village Hall - Wellow Room**

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

In Attendance: Mrs Sharon Whitehouse (Clerk); one member of the public

Cc: (for information only): Cllr Gordon Bailey, Cllr Nick Adams-King, Cllr Roy Perry, Caroline Nokes MP

173 Apologies - Cllr Philip Stehr

174 Declarations of Interest - None

175 Public Participation - the member of the public raised matters of concern under item 180b - Footpaths

176 District/County Councillors' reports - Cllr Roy Perry presented his report previously circulated to all Members on 5th March 2019 and highlighted key points including that even with an increase of 2.99% Hampshire will still have the second lowest council tax of any County Council in England. 98% of Secondary school children were offered a place at their preferred school and that the Romsey Town improvements are on target for a May completion. Cllr Perry reiterated that he was standing down as Leader of the County Council but declared his intention to continue as County Councillor for the Romsey Rural Division for the rest of the term until May 2021. The Chair thanked Cllr Perry for all his help to the Parish Council and residents of Wellow.

Cllr Gordon Bailey reported that he had attended the NPA meeting on Thursday where the Professional Dog Walkers' Charter was presented. There are general concerns about the likely effectiveness of this given known problems with enforcement. Cllr Bailey has requested that the Forestry Commission bylaws (under which Wellow Common is currently managed) are brought up-to-date.

Cllr Nick Adams-King reiterated that the proposed changes to Planning Committees will be debated by Test Valley BC on Wednesday 10th April 2019. It is hoped that the proposals which include the abolition of the Planning Control Committee will remove geographical and political bias and make the system more transparent. It will also free up those ward members not part of a planning committee to make comments about applications affecting their areas. Nick reported that the Goodworth Clatford Neighbourhood Plan has been passed by the Inspectors. He also congratulated Cllr Sampson for organising the recent litter pick event, which was a great success.

177 To Receive Minutes of the Full Council Meeting held on 4th March 2019

PROPOSED: Minutes of the Full Council Meeting held on 4th March 2019 were formally received.

RESOLVED: The minutes were approved as a true and accurate record and signed by the Chair.

178 Matters Arising

Fire Risk Assessment - The Clerk advised that a reply has been received from the Village Hall Committee and its contents are under review.

Litter Pick - the Chair wished to record thanks to everyone who took part in the Litter Pick which was a successful community event. To complement the general tidy up, a small group of Parish Councillors had cleared the Sounding Arch and planted around the bench to make the most of this historic feature. Social media

postings had generated a lot of positive interest and engagement and residents seem genuinely pleased to see the remnants of the sounding arch cared for.

- 179 **Policy**
- a. **Parish Council Elections**
For those Members who chose to submit their nominations via Cllrs Chesterton-Kay, the forms were delivered to TVBC on 28th March 2019. The Clerk advised Members that the list of all nominations would be made available by Test Valley on 4th April 2019 when we would find out if an election will be held. It was noted that Cllr John Sampson has decided not to stand for Parish Council - it was unanimously agreed that he will be a big loss to the team.
 - b. **Annual Parish Assembly (24/4/19)**
Members were reminded that articles for inclusion in the Annual Report are required by the Clerk by 5th April. Take up on tables has been slow with only the Lunch Club and Wellow Tennis Club confirmed to date. The Clerk will circulate the list of invitees to all Members so that they are aware of who has been invited. Members are asked to arrive for 6:00pm in advance of doors opening to the public at 6:30pm. SW
ALL
 - c. **Revised Date of AGM**
The Annual General Meeting (with potential new Councillors, depending on the outcome of the election process) will take place on Wednesday 8th May at 6.45pm. All Members were asked to note this date as if re-elected, they will be expected to attend. The Clerk will send out letters to all candidates advising of this changed date. ALL
SW
- 180 **Community & Environment**
- a. **Wellow Common - Management Plan 2018/2019**
 - (i) **General Update** - Cllr Sampson reported that following completion of the first phase of work previously approved by the Council, timber has been removed and debris cleared. The remainder of the work will commence in August/September. Cllr Sampson agreed to come into the office to mark up the master plan to clearly identify areas that have been treated and those still to do. Reference was made to the letter received from a resident from School Road who volunteered for the National Trust, offering to help clear the Common. This was discussed separately under the Correspondence item. JRS
 - (ii) **Response to social media feedback re. ground nesting bird signs** - Members noted the comments made on social media concerning the signs put up on the Common. It was agreed by all Members present not to respond. Reference was made to a letter received from a resident on the same issue, to which the Chair has replied.
 - (iii) **Horse holding area** - Cllr Ed Chesterton-Kay presented a quote obtained for moving the gates back at Maurys Lane to create a safer area for horse riders and dog owners.
PROPOSED: To approve the quote provided by CH Fencing in the sum of £500.
RESOLVED: It was agreed by all Members present to accept the quote for £500 and instruct the contractor to proceed with the work - Cllr Ed Chesterton-Kay to arrange. Improved pedestrian access will be considered by the Council at a future date. EC

b. Footpaths

- (i) **General Update** - Cllr Sampson reported that Footpaths 17 and 18 have been tidied up and the drainage ditch dug out by the Lengthsman. Overhanging trees on FP7 Foxes Lane to St Margaret's Church have been cut back by volunteers and a fallen tree has been removed on FP19 Tutts Lane to Maurys Lane. FP19 is muddy due to use by horse riders and it was

PROPOSED: that signs are put up to advise that this is a footpath and not a bridleway, so use by horse riders is not allowed.

RESOLVED: It was agreed by all Members present to put up signs advising that use is prohibited by horse riders at both ends of FP19. Clerk to arrange.

SW

The Council has also received complaints from residents about horse riders using pavements and horses fouling pavements around the Parish.

RESOLVED: Members agreed that a letter should be sent to local equestrian centres asking for their co-operation in reminding horse riders that they should not use pavements and that certain Rights of Way are footpaths only and not bridleways. Clerk to action.

SW

- (ii) **To consider quotes for work on Footpaths 7 and 22** - Cllr Sampson reported that he has obtained quotes ranging from £2,800 to £4,000 for the proposed work to Footpath 7. The Clerk requested copies of all quotes obtained and these will be required should the Council decide to proceed with a grant application to HCC. Cllr Sampson agreed to forward the relevant emails to the Clerk ASAP.

JRS

It has been difficult to find contractors prepared to quote for the improvement work to FP22, which Cllr Sampson advised is the most commonly used, after FP's 17 and 18. The boardwalk was originally installed by HCC and the landowner is Foxhills Equestrian. Cllr Sampson has received one comprehensive quote, in the order of £12,000 to repair the boardwalk and resolve drainage issues. At least two further quotes need to be obtained if the Council wishes to seek grant funding from HCC.

- c. **A36 Roundabout** - The Chair reported that she has been in talks with Neil Winter at Highways England and he is trying to arrange one meeting for all representatives of concerned parties to attend. A plan of the proposed design was circulated for information. We await proposed dates for the meeting.

d. Lower Common Road Tree Issues

- (i) **Update re. 2 Gurnays Mead** - a meeting has been arranged for 2/4/19 for Cllr Ed Chesterton-Kay and Cllr Sampson to meet with the residents concerned.

EC/
JRS

- (ii) **Proposed meeting with Aster and associated boundary issues** - Relevant paperwork has been forwarded onto Cllr Stehr but there was no update at the meeting, due to Cllr Stehr's absence - Item deferred to next agenda.

SW

- (iii) **Programme of tree works for trees on Wellow Parish land** - Cllr Ed Chesterton-Kay advised that he had reviewed the visual tree inspection report and produced a recommended programme of tree works as requested. Quotes will be obtained November/December 2019 with a view to completing the work next February.

SW

- 181 Sports & Leisure
- a. Cricket Pavilion
- (i) **PROPOSED:** To ratify expenditure of up to £200 in value as identified in Cllr S Jones' email of 11th March 2019.
RESOLVED: It was resolved that the expenditure be approved in accordance with the Clerk's email dated 12th March 2019.
 The office will investigate sourcing Health and Safety signage. SW
- b. Lower Common Road Recreation Ground
- (i) To consider quotes for replacement of gate, posts and fencing at the Lower Common Road entrance - Cllr Millard presented the quotes received. It was agreed that Cllr Millard would go back to Lee Palmer to confirm the cost for replacement of four posts. RM
RESOLVED: It was agreed by all Members present to delegate authority to Cllr Millard to progress with the cheapest quote once he has established that we are comparing like for like. Cllr Millard will advise the Clerk when this is done. RM
- (ii) **Hatches Farm** - Cllr Millard advised that the Tennis Club is still trying to get a meeting with representatives from TVBC. The Chair reported that the assessment period for the grant application ends mid-April so there should be something to report at the next meeting.
- (iii) **Defibrillator Availability at Wellow Sporting Venues** - Cllr Light reported that he has been in contact with Wellow First Responders and investigations are ongoing.
- 182 Finance
- a. **To Receive Income and Expenditure Reports for March 2019**
PROPOSED: To accept the income and expenditure reports for March 2019.
RESOLVED: The I and E reports were accepted and agreed by all Members present.
- b. **To Receive Online Payments Schedule dated 01/04/2019** - 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. **PROPOSED:** To Receive Interim Internal Audit Report from Lightatouch for the period Oct 18 to Jan 19 (*previously circulated*)
RESOLVED: The interim audit report was received and noted by all Members present.
- d. **To Receive Quarterly Budget Monitoring Report for the period ended 31st March 2019**
PROPOSED: To receive the quarterly budget monitoring report for the period ended 31st March 2019.
RESOLVED: The quarterly budget monitoring report was received and approved by all Members present. It was noted that the report did not represent the final year end position, as further entries affecting the 2018/2019 year need to be made.
- e. **Quarterly Review of Bank Reconciliations** - Reconciliations to the end of February were presented and signed off by Cllr Grant (Chair of Finance).

- 183 **Planning & General Purposes Committee**
- a. **To Receive Minutes of Planning & General Purposes Committee meeting held on 4th March 2019**
PROPOSED: Minutes of Planning & General Purposes Committee meeting held on 4th March 2019 were formally received.
RESOLVED: The minutes were approved as a true and accurate record and signed by the Chair.
- 184 **Communication**
- a. **Newsletter Update** - Cllr Grant appealed to Members for more collective input into the content of the Newsletter, particularly requesting more input from sports clubs. The Spring edition has been submitted to the printers and distribution is anticipated around 6/7th April 2019.
- 185 **Neighbourhood Plan**
- a. **Update** - Cllr Grant referred to the recent meeting held with Councillors and members of the Neighbourhood Plan Team when a draft vision statement was shared. The team is evaluating feedback and making modifications to include the comments received. It is intended to present the vision statement as a working document at the Annual Parish Assembly. The NHP team has a meeting with TVBC on 25th April 2019 about the Housing Needs Survey.
- b. **PROPOSED:** To approve expenditure for renewal of licences for Survey Monkey (£340) and Parish Online (£200 estimate) for a further year.
RESOLVED: It was agreed by all Members present to renew the licences for Survey Monkey and Parish Online for a further year as requested.
- 186 **Correspondence**
- a. **To Receive List of Correspondence/Consultations Received March 2019**
Resident - Email of 10.03.2019 re. Restriction for dog walkers at Wellow Common - *Reply sent by Chair*
Resident - Email of 18.03.2019 re. Speeding in Lower Common Road and Buttons Lane - *Acknowledgement sent, Clerk to follow up.*
Resident - Emails of 05.03.2019 and 07.03.2019 re. the Cricket Pavilion - *Chair visited resident to address queries in person*
Resident - Email of 20.03.2019 re. a volunteer working party for tidying up work at the Common. *Acknowledgement sent; Clerk to send follow up reply.*
RPA - Email of 08.03.2019 apologising for the time taken to complete our Stewardship Claim - *noted.*
HALC - Letter dated 19.03.2019 confirming appointment of Chief Exec wef 01.04.2019 - *Noted.*
TVBC - Renewal letter for Grounds Maintenance for 2019/2020; deadline for acceptance 23/3/2019 - *Accepted by Clerk to ensure continuity of service.*
TVBC - Letter advising of new invoicing arrangements for dog bin emptying from 01.04.2019 - *Noted.*
HCC - Email dated 11.03.2019, updated charges and T&C's from Hampshire Legal Services - *Noted.*
Forestry Commission - Results of Nightjar Survey
HCC - Email of 29.03.2019 confirming continuation of Lengthsman Scheme for 2019/2020.
TVBC - Email of 29.03.2019 re. update on review of Landscape Character Assessment for Test Valley - *Copied to all PC's 01.04.2019*
Wellow Lunch Club - Letter of thanks for grant
TVBC - Letter of 1.4.2019 advising acceptance of bids for CIL funding from 1.4.19 - 30.6.19.

Confidential Business - to consider the exclusion of the press and public for the following item (187a) on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

- 187 Vexatious Complainant**
 a. **Update Since the Last Meeting - see Confidential Minute Item 187a**
- 188 Delegates' Reports**
Cllr Clark - reported that he and Cllr Sue Jones had attended a meeting at Viridor earlier on that day. A note will be circulated to Members summarising discussions. **AC**
Cllr Grant - commented on the opening of the café in Country Consumables saying that he felt this was a good facility for the village and supports findings of the Neighbourhood Plan Survey.
Cllr Aly Jones - had taken part in the Litter Pick and fed back some general comments she has received from residents about the increase in littering, particularly in the Scallows Lane area, when seasonal workers are employed. It was agreed that the Clerk would write to Mr Emery at Alders Farm bringing this to his attention. **SW**
Cllr Sampson - reported that there are 4 mature trees growing in the stream at the entrance to the culvert, which could cause problems in future years. The Clerk will contact Hampshire Highways to seek advice on this issue. **SW**
Cllr Millard - had called into the café earlier in the day and had been handed introductory offers for distribution. The Clerk suggested that these be left in the Village Hall kitchen for locals to take for use.
Cllr Sue Jones - advised that in addition to the Viridor meeting she had attended with Cllr Clark, she has recently attended a Roke Manor Liaison Meeting, nothing major to report.
Cllr G Chesterton-Kay - the Chair wished to extend her personal thanks to Cllr Sampson for everything that he had done in his time as a Parish Councillor.
- 189 Future Meeting Dates**
 a. **Date of next meeting**
 24/4/19 - Annual Parish Assembly - doors open to public at 6.30pm for 7.00pm start (*Members to arrive by 6.00pm*)
 29/4/19 - Planning & General Purposes Committee, 6.45pm
 8/5/19 - Annual General Meeting followed by Full Council Meeting, 6.45pm
 13/5/19 - Planning & General Purposes Committee, 6.45pm

Meeting closed at 9.45pm