

**WELLOW PARISH COUNCIL**  
**MINUTES OF ANNUAL MEETING AND FULL MEETING OF THE PARISH COUNCIL HELD ON**  
**Monday, 8th May 2019 - 6.45pm**  
**Wellow Village Hall - Wellow Room**

Attended by: Cllr Gaye Chesterton-Kay, Cllr Ed Chesterton-Kay, Cllr Alan Clark, Cllr Christopher Craig, Cllr Mike Jones, Cllr Sue Jones, Cllr Richard Light, Cllr Rich Millard, Cllr Charles Payne, Cllr Phil Stehr.

In Attendance: Mrs Sharon Whitehouse (Clerk), 7 members of the public

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

The residing Chair made a brief statement to update new Councillors on matters relating to the vexatious complainant. All Members present signed their Declaration of Acceptance of Office in the presence of Clerk before the meeting commenced.

- 1
  - a) **Election of Chair**  
 Cllr Alan Clark proposed Cllr Gaye Chesterton-Kay as Chair, seconded by Cllr Phil Stehr, all Members present agreed and it was:  
**RESOLVED** that Cllr Gaye Chesterton-Kay be Chair of the Council for the forthcoming year.
  - b) **Receive the Chair's Declaration of Acceptance of Office**  
 Cllr Gaye Chesterton-Kay accepted the position of Chair and signed the Declaration in the presence of the Clerk.
  - c) **Election of Vice Chair**  
 Cllr Alan Clark proposed Cllr Mike Jones as Vice Chair, seconded by Cllr G Chesterton-Kay, all Members present agreed and it was  
**RESOLVED:** that Cllr Mike Jones be Vice Chair of the Council for the next year.
  - d) **Receive Vice Chair's Declaration of Acceptance of Office**  
 Cllr Mike Jones accepted the position of Vice Chair and signed the Declaration in the presence of the Clerk.
  - e) **Annual Confirmation of Councillor Interests**  
 All Councillors present handed their completed pecuniary interest forms to the Clerk, who will send these on to Test Valley Borough Council. SW
- 2 **Apologies** - Mr Harmeet Singh Brar, Cllr Adams-King, Cllr Perry
- 3 **Declarations of Interest** - None
- 4 **Public Participation** - Mr Stenner congratulated all Councillors on their success at the recent elections before passing on thanks to the office staff for their recent involvement in the disposal of unwanted equipment of the former Oaklands Nursing Home, which led the Village Hall acquiring a wheelchair. He was pleased to advise that due to the article in the recent Parish Council's Newsletter a new Poppy Appeal organiser has come forward for Wellow and thanked for Parish Council for its involvement in the successful recruitment of Kate Saunbury. Reference was made to the issue of fly posting around the village, specifically posters on the A36 roundabout. It was agreed to include an article in the next Newsletter and put out a post on social media to address fly posting which seems to be on the increase. Mr Stenner reported that the Village Hall Committee is applying for a Community Asset Fund grant from TVBC to replace the flat roof and cladding and upgrade internal lighting and asked the Parish Council if it would consider providing a letter of support. Members unanimously agreed to this proposal - the Clerk to action. Finally, Mr Stenner requested that when considering item 9b Members do not deal with applications close to their own properties, so as to prevent a possible conflict of interest - this was agreed by the Council. SW/  
CC  
SW

- 5 **Police Report** - provided by PCSO Richard Saunders, this was read out by the Clerk and noted by Members.
- 6 **District/County Councillors' reports** - Cllr Bailey opened by congratulating all Councillors for their success in the elections. He had nothing new to add to the update provided by Cllr Adams-King at the recent Annual Parish Assembly on 24<sup>th</sup> April 2019. Cllr Bailey commented that he hoped the Neighbourhood Plan will not be affected by the loss of Trevor Grant as a Councillor and advised the Parish Council to let him or Cllr Adams-King know if help was needed.
- 7 **To Receive Minutes of the Full Council Meeting held on 1<sup>st</sup> April 2019**  
**PROPOSED:** Minutes of the Full Council Meeting held on 1<sup>st</sup> April 2019 were formally received.  
**RESOLVED:** The minutes were approved as a true and accurate record and signed by the Chair.
- 8 **Matters Arising**  
**Speeding Measures** - the Chair will respond to HCC's email of 16<sup>th</sup> April 2019 GCK regarding the proposed gateway design.
- 9 **Policy**  
a. **To agree Councillors' responsibilities and appointment to the Finance & Policy Working Group**  
Councillors' responsibilities were reviewed and expressions of interest noted. The Clerk will make revisions as discussed and update noticeboards and the website accordingly.  
The Finance & Policy working group will consist of Gaye Chesterton-Kay, Ed Chesterton-Kay, Rich Millard and Phil Stehr.  
**RESOLVED:** It was agreed by all Members present to re-adopt the terms of reference for the Finance & Policy working group as amended on 31.05.2018.
- b. **To review terms of reference for Planning and General Purposes Committee & Membership for 2019**  
**RESOLVED:** It was agreed by all Members present to re-adopt the terms of reference (as amended in May 2018) for the Planning and General Purposes Committee.  
The Planning Committee will be made up of Alan Clark, Christopher Craig, Gaye & Ed Chesterton-Kay, Sue & Mike Jones, Rich Millard and Phil Stehr. Areas were reviewed and amended as follows:  
Area 1 - North West area - Alan Clark/Christopher Craig  
Area 2 - North East area - Phil Stehr/Christopher Craig  
Area 3 - South West area - Mike Jones/Sue Jones  
Area 4 - South Central area - Ed Chesterton-Kay/Rich Millard  
Area 5 - South East area - Gaye Chesterton Kay/Rich Millard
- c. **Councillor Training**  
Attendance at the following booked training courses were confirmed:  
Cllr Payne - 'the Knowledge & Core Skills Parts 1 and 2' to be held on 5<sup>th</sup> June, at Eastleigh.  
Cllr Millard and Cllr Craig - Basic Planning course on 23<sup>rd</sup> May at Eastleigh, 10-12 noon.  
Cllr Craig asked to attend the new Councillors' training 'the Knowledge & Core Skills Parts 1 and 2'. The office will find out about current availability and arrange booking.
- d. **Review membership to other Bodies:**  
i) HALC/NALC - Agreed  
ii) Purchase of Local Council Review - Agreed  
iii) SLCC - Agreed

- iv) Purchase of Clerks & Councils Review - Agreed
- v) CPRE - Agreed
- vi) Local Council Advisory Service (LCAS) - Agreed
- vii) Friends of the New Forest - Agreed

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### Community & Environment

a. **Canada Common re. Management Plan 2019/2020** - John Sampson has kindly agreed to arrange a handover to Charles Payne who will be taking the lead on the Common Management in the future.

- i) **Reported barbecues on the Common** - this was noted by the Council and it was:

**RESOLVED:** that the Council would to try and raise awareness of the byelaws and the risks of having barbecues on the Common, via social media, the website and a forthcoming edition of the Nightingale Times.

SW/  
CC

b. **Footpaths Update** - no progress since the last meeting and the position recorded in the Minutes. John Sampson will bring Charles Payne up to speed with the ongoing issues, including the proposed improvements and obtaining of quotes for FP22 and FP7.

c. **Lower Common Road Recreation Ground - Boundary and Tree Issues**

- i) **Update re. 2 Gurnays Mead**

A meeting was held with residents on 2/4/19 who were happy that this is left 'on hold' until after the elections and other boundary issues can be resolved.

- ii) **Proposed Meeting with Aster and Associated Boundary Issues**

Ed Chesterton-Kay and John Sampson had cleared some of the undergrowth along the Gurnays Mead boundary which, with the aid of the Land Registry documents, allowed them to get a fair idea of the original boundary line.

**RESOLVED:** It was agreed that Cllr Stehr would organise a working party to clear the Gurnays Mead boundary, mark out the line and bring findings back to the Council. Rich Millard, Christopher Craig, Charles Payne and Ed Chesterton-Kay volunteered for the working party.

PS

**RESOLVED:** That a quote will also be obtained from Nightingale Ground Care for possibly for clearing the boundary line (depending on cost), as holiday commitments will delay progress - Mike Jones to action.

MJ

d. **Lower Common Road Recreation Ground - New Gate Posts and Fencing** - Cllr Millard clarified the quotes and instructed Lee Palmer to proceed with replacing the gate posts and fencing as per min. ref 181b(i). This was due to be completed at the beginning of May - Cllr Millard will chase Lee Palmer for a completion date.

RM

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### Sports & Leisure

a. **Cricket Pavilion Update** - Cllr M Jones reported that the cupboard has been installed in the ladies toilets and the fan at the rear of the building has been enclosed. 4 'No smoking' signs are required - office to source, Cllr Light can assist. Cllr E Chesterton-Kay has contacted Aedis re. the final inspection but awaits a reply. Ed to forward relevant email to the Clerk who will chase up Aedis.

SW/  
RLECK/  
SW

b. **Hatches Farm Update** - The Chair advised that there is no progress with the funding bid. The process has been delayed by a month due to the Borough Council elections, so it remains at the scoring stage.

Cllr Millard reported that the Tennis Club is due to have a meeting with TVBC case

officers on 14/5/2019 and the intention is to re-submit the planning application.

c. **Defibrillator Availability at Wellow Sporting Venues** - Cllr Light advised he had spoken to Wellow First Responders and received an email confirming that there is no funding available from South Central Ambulance. Cllr Light will continue to investigate other funding streams.

RL

12 **Finance**

a. **To approve online payments schedule dated 8/5/2019** - schedule was received and approved by full Council, authorised by Cllr E Chesterton-Kay and Cllr M Jones. Payments to be processed by the Clerk.

b. **To review direct debit payments** - in accordance with item 6.7 of the Financial Regulations adopted by the Council on 4.2.2019 :

**NEST** - for pension costs

**ATOMip** - for telephone lines, call and internet charges

**Grenke Leasing Ltd.** - fixed, for finance lease charges for the VOIP telephone system

**RESOLVED:** It was agreed by all Members present to continue payment via Direct Debit for these suppliers.

c. **To review banking mandate and trustees for Skipton account**

The banking mandate was reviewed and it was **RESOLVED:** that Sue Jones and Rich Millard be added as new signatories; Trevor Grant and John Sampson to be removed. Agreed by all Members present. Clerk to arrange.

Trustees for the Skipton account - item to be carried forward to the next agenda.

13 **Planning & General Purposes Committee**

a. **To Receive Minutes of Planning & General Purposes Committee meetings held on 1<sup>st</sup> and 29<sup>th</sup> April 2019**

**PROPOSED:** Minutes of Planning & General Purposes Committee meetings held on 1<sup>st</sup> and 29<sup>th</sup> April 2019 were formally received.

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

14 **Communication**

a. **Newsletter - Agree timetable/content for Summer Edition**

It was agreed to aim to get the next Newsletter ready for distribution early to mid-July. Articles to be submitted to Cllr Light and Cllr Craig ASAP. The Clerk will circulate a timetable to all Members to achieve a mid-July distribution.

SW

b. **Resident Feedback on Newsletter Articles** - the Clerk read out ideas received from residents for use of the Buxton Land, which were noted by all present and include:

- Allotments
- Planting a Community Woodland
- Site for a Men's Shed

15 **Neighbourhood Plan**

a. **Update** - the Chair read out Trevor Grant's email of 6<sup>th</sup> May 2019 which provided an update of the Steering Group's activities since the last parish meeting. The Chair advised that following the elections (and the loss of Trevor Grant from the Council) she had spoken to every member of the NHP steering committee who had all confirmed they wished to continue with their work on the Neighbourhood Plan.

**RESOLVED:** An item will be carried forward to the next agenda for the appointment of the Chair of the NHP. SW

The Clerk raised with the Council recent action taken by a member of the NHP team in connection with a proposed Wellow Parish Business Forum.

**RESOLVED:** It was agreed to remind NHP team members that the Neighbourhood Plan is owned by Wellow Parish Council and volunteers cannot take action on matters without the Council's approval. SW

**16 Correspondence**

**a. To Receive List of Correspondence/Consultations Received April 2019**

TVBC - Email dated 07.05.2019 re. Test Valley Playing Pitch and Sport and Recreation Strategies - *Clerk to forward to Cllr Millard/Cllr Light*

HALC - Email of 30.04.2019 re. Village of the Year Competition 2019

TVBC - Email dated 25.04.2019 re.CIL payment to be made to the Parish Council - *Noted*

**The Pensions Regulator** - Letter of 28.03.2019 acknowledgement re. declaration of compliance for pensions

**Arcadian Ecology** - Survey & Assessment results of the Nightjar survey carried out in October 2018

HCC - Email dated 08.04.2019 re. Parishes Spring Workshop Presentation - slides from event - *forwarded to all for information 09.04.2019*

**17 Delegates' Reports**

**Cllr Clark** - reported that the Viridor site is being returned to its natural state, details will be sent to Cllr Craig for inclusion in the Newsletter.

**Cllr E Chesterton-Kay** - reported that the gate opposite Maurys Lane has been moved back to create a safer holding area for horse riders and dog walkers wishing to gain access to the Common.

**Cllr G Chesterton-Kay** - reported that the horse statue for the A36 roundabout has arrived at Blackwater Equestrian. She has heard from the Highways Agency to say that the speeding team have looked at the proposal and given it a strong green light. The planting and overall design is now going to the next group for consideration. The Highways Agency manager for the A36 assures us that he is pushing this along as quickly as possible.

**18 Future Meeting Dates**

**a. Date of next meeting**

**3/6/19** - Planning & General Purposes Committee at 6.45pm followed by full Council meeting at 7.15pm

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

**16/5/19** - NFNPA NE Quadrant Meeting, 7.30pm Bramshaw - Cllr Payne

**23/5/19** - Basic Planning Course, 10-12 noon Eastleigh - Cllr Craig/Cllr Millard

**30/5/19** - TVAPTC AGM, 7.30pm Kings Somborne - Cllr Craig

**2/6/19** - Test Valley Civic Reception, 3pm Romsey Abbey - Cllrs Chesterton-Kay

**Meeting closed at 9.10pm**