

WELLOW PARISH COUNCIL
 MINUTES OF FULL MEETING OF THE PARISH COUNCIL HELD ON
 Monday, 13th January 2020 - 7:15pm
 Wellow Village Hall - Wellow Room

Attended by: Cllr Gaye Chesterton-Kay (GC), Cllr Ed Chesterton-Kay (EC), Cllr Alan Clark (AC), Cllr Christopher Craig (CC), Cllr Mike Jones (MJ), Cllr Sue Jones (SJ), Cllr Richard Light (RL), Cllr Rich Millard (RM), Cllr Charles Payne (CP)

In Attendance: Mrs Sharon Whitehouse (Clerk), 1 member of the public

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

- 116 **Apologies** - Cllr Aly Jones, Cllr Phil Stehr, Cllr Richard Light arrived after Cllr Perry's report.
- 117 **Declarations of Interest** - None
- 118 **Public Participation** - a resident asked about the possibility of a footpath linking East and West Wellow and highlighted the problems with parking outside the school at drop-off and pick up times. The Chair responded that the feasibility of providing a footpath link between East and West Wellow was being investigated by the Neighbourhood Plan team in response to survey replies.
- 119 **District/County Councillors' Reports**
 Cllr Perry presented the written report circulated at the meeting which indicates a probable 4% increase in Hampshire's precept (the 2nd lowest council tax of any county). Cllr Perry is pursuing complaints about the mud in Hackleys Lane. He referred to the consultation by the Library Service, Romsey library may be affected by reduced hours. Cllr Bailey had nothing to report and handed over to Cllr Adams-King who thanked all Parish Councillors who attended Tony Gentle's funeral (ex-Councillor and former Mayor of Romsey). The motocross event that was held at Hackleys Lane was discussed and after intervention by Environmental Health and Health & Safety concerns were highlighted it is highly unlikely that this type of event will be repeated on this site. There is slow progress on nitrate neutrality - TVBC has a meeting on 29th January 2020 to call forward over 100 outstanding applications. The country park at Mill Lane is open, if a little boggy and TVBC has started clearance on the fly-tipping at Foxes Lane which is under investigation. Cllr Adams-King advised that TVBC council tax is set to increase by £5 per band D property, roughly 3%. The parking tariffs in Romsey had been changed after consultation with the Romsey Chamber of Commerce and are structured in such a way as to encourage shoppers to stay in Romsey longer. Cllr Adams-King advised that parking fees generated profit of over £1million per annum and if removed the council tax would need to be increased by 20-30%.
- 120 **To Receive Minutes of the Full Council Meeting held on 2nd December 2019**
PROPOSED: Minutes of the Full Council Meeting held on 2nd December 2019 were formally received.
RESOLVED: The minutes were approved as a true and accurate record and signed by the Chair.
- 121 **Matters Arising** - None
- 122 **Policy**
- a. **Village Design Statement** - the Chair offered to speak with Cllr Bailey in the GK absence of having received the promised information.
 - b. **Fire Risk Assessments** - Cllr Richard Light has offered to complete Fire Risk RL Assessments for Council buildings i.e. Hatches Farm Sports pavilion, the cricket pavilion and the Parish Office. The Clerk will check the Council's insurance policy SW to ensure adequate cover is in place.

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Community & Environment

- a. **Canada Common re. Management Plan 2019/2020** - Cllr Payne advised that the work approved back in February 2019 was completed before Christmas, bar the gorse clearance that was planned to be cleared using the mulcher. He and Sue had met Will Webb on the Common on 9th December 2019, and there remains quite an extensive area of gorse, birch and rhododendron to be cleared.
- i. **PROPOSED:** To approve amended quotation from Nightingale Groundcare for vegetation clearance in the sum of £5,000.
RESOLVED: It was agreed by all Members present to accept the amended quotation from Nightingale Groundcare for gorse clearance, in sum of £5,000. Cllr Payne to instruct the contractor. CP
 Cllr Payne reported that the track at Monkey Jump was badly rutted, with deep holes in place and recommended that the Council consider remedial works. Cllrs Clark and Payne agreed to speak with contacts who own diggers to see if they would be interested to carrying out some remedial work. AC/RL
- ii. **To Consider Replacement Fencing near to Wellow Van Sales** - Cllr Payne reviewed this, but we require clarification about land ownership. The plans and deeds for Wellow Common are currently with HCC solicitors for Land Registration. Clerk to follow up. SW
- iii. **To Approve Quote for Cattle Grid Clearance at Monkey Jump** - Cllr Payne presented the quotes received for cattle grid clearance and based on price, it was
PROPOSED: To accept the quotation from the Bloggs Ltd., at a cost of £400 plus £80 per tonne waste disposal, total cost £720.
RESOLVED: It was agreed by all Members present that the Bloggs Ltd., be instructed to proceed with the cattle grid clearance. Clerk to arrange. SW
- iv. **To Review Friends of the Forest Annual Subscription** - this annual subscription of £150 per annum was considered by the Council and it was:
RESOLVED: That the Friends of the Forest subscription for 2020 should not be renewed. Agreed by all Members present. Clerk to advise Friends of the Forest. SW
- v. **Livestock Worrying Signs - Commoners Defence Association**
PROPOSED: To consider the request from the Commoners Defence Association to install signs on Wellow Common.
RESOLVED: All Members present agreed that the CDA could erect their signs on Wellow Common. Cllr Payne will contact the CDA representative to advise him of the decision. CP
- b. **Footpaths** - Cllr Payne reported that he had instructed the Lengthsman to attend to overgrown vegetation along FP17 and FP18 in January. Charles had cleared a tree that had fallen along the path between Whinwhistle Road and Crawley Hill. Regarding FP22 Foxes Lane to Scallows Lane and the state of the boardwalk, Cllr Payne has chased this up with HCC who had promised to add it into their maintenance programme and will do so again. CP
- c. **Burial Ground - To Agree Action re. Northern B, Plot 3** - following the telephone calls received by the Chair and the Clerk from the family about this plot (in response to our letter dated 4/12/2019) and advice taken from the ICCM it was agreed that the Parish Council would take no further action at this time.
- d. **Save Wellow, Plant a Tree** - Cllr Clark reported that work on the project continues, making contact with several local landowners in Wellow, to seek their support on this initiative. Update to be included on next agenda. AC

- e. **Defibrillator Availability at Wellow Sporting Venues** - Cllr Light reported that proposals seeking Lottery funding for installing a Public Access Defibrillator (PAD) at the cricket pavilion have stalled and the cricket club Secretary is now considering ECB grants. A PAD is now available at the Hatches Farm Sports Ground, kindly arranged by Wellow Youth Football Club.
- f. **LCR Recreation Ground - Update on trees** - the Clerk advised that we are obtaining quotes for planned tree works and Cllr Ed Chesterton-Kay will present these at the next meeting, with a view to completing the work before the end of February as planned. EK
- Following legal advice received from HCC's litigation team concerning the ongoing dispute with Aster about the trees along the boundary of Gurnays Mead and in particular the one adjacent to 38 Gurnays Mead, the Clerk wrote to Test Valley Borough Council on 9th December 2019 citing their responsibilities under Section 23 of the Local Government (Miscellaneous Provisions Act)1976. We await a reply.

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Sports & Leisure

- a. **LCR Recreation Ground - Cricket Pavilion**
- i. **SSE Electricity Contract** - the Clerk advised the Council of the ongoing issues with SSE concerning the tariff for this contract. It was **RESOLVED**: That the Council would make a one-off contribution towards 2018/19 winter fuel costs of £250. All Members present agreed. (Cllr Richard Light and Cllr Mike Jones did not take part in the vote). The SSE invoices placed 'on hold' would be processed for payment (included under item 125a), and the Clerk would continue talks with SSE to try and resolve the tariff issue and agree a new contract. SW
- ii. **Reversion process with TVBC** - Cllr E Chesterton-Kay will arrange a meeting with the TVBC surveyor to review the issues raised in his report. EC
- b. **Hatches Farm Sports Ground**
- i. **General Update** - the Chair reported that the external cladding work is complete apart from the guttering which will be fixed after the roof is done. Poor weather has unfortunately led to a delay in the roofing contractor starting on site. Cllrs Chesterton-Kay and Cllr Millard met on site to consider the new car park layout last week. Works for improvements to the car park etc. must go out to tender - following receipt of the specification, the Clerk will advertise for Expressions of Interest on Contract Finder. Reference the tennis club's application for floodlighting, Cllr Millard reported that the landscape visual assessment and ecology reports are both positive, and it is hoped that TVBC will finally approve the scheme. SW
- ii. **Approval for Extra Health & Safety Works Required to Club House at a cost of £1,170.00**
PROPOSED: To formally approve additional costs for the Hatches Farm club house upgrade identified during cladding work, to address compliance with current H & S regulations as per CM Carpentry and Joinery's quote of 5/1/2020.
RESOLVED: It was agreed by all Members present that the additional costs in the sum of £1,170 be approved.

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Finance

- a. **To Approve Online Payments Schedule dated 13/1/2019** - schedule was received and approved by full Council, authorised by Cllr Ed Chesterton-Kay and Cllr Millard. Payments to be processed by the Clerk. SW

- b. To Receive Income and Expenditure Reports for December 2019
RESOLVED: The I and E reports were received and accepted by all Members present.
- c. To Receive Quarterly Budget Monitoring Report for the period ended 31st December 2019
RESOLVED: The quarterly budget monitoring report for the period ended 31st December 2019 was received and accepted by all Members present.
- d. Quarterly Review/Countersigning of Bank Reconciliations
Bank reconciliations for July to December were checked and countersigned by Cllr E Chesterton-Kay.
- e. To Consider re-Investment of Skipton 1 year fixed bond
RESOLVED: All Members present agreed to re-invest the £50,000 capital sum with the Skipton Building Society for a further year, after consideration of cashflow requirements and FSCS limits. Clerk to arrange. SW
- f. Lease Notice for Replacement MFD in the Parish Office - the Clerk reminded the Council of the decision previously made concerning the termination of the current lease which expires in May 2020. The Clerk will be writing to the finance company and Direct-Tec in January to give the required minimum 90 days' notice. SW
- 126 **Planning & General Purposes Committee**
- a. To Receive Minutes of Planning & General Purposes Committee Meetings held on 2nd December 2019
PROPOSED: Minutes of Planning & General Purposes Committee Meetings held on 2nd December 2019 were received.
RESOLVED: Approved as a true and accurate record and signed by the Chair.
- 127 **Communication**
- a. Newsletter
- i. Timetable for Spring Edition - Cllr Light asked for articles for the spring newsletter no later than 15th April 2020. The plan is to distribute the spring edition before the end of April.
- ii. **Distribution Update/Review** - Members agreed they would deliver copies of the Spring Nightingale Times to the more densely populated areas of the Parish, as well as still giving residents the option to pick up a copy from the Parish Office. The Clerk will draft proposed delivery lists for consideration. ALL SW
- 128 **Neighbourhood Plan**
- a. **Update from Mike Freeman (Chair of NHP)**
Mike reported that the Housing Need Survey was now closed and almost 550 responses had been received. He is pressing for an end of February date for the final report to be made available but in the meantime has asked for some preliminary headliners to help with the Parish Character Assessment document which is being drafted by the Consultant. There are two major priorities that the team is currently working on - transferring objectives to policies and preparations for the community event taking place on 28th March 2020. The Clerk agreed to check the Council's insurance re. hire of the bouncy castle. Mike sought ideas from Members regarding the collection of stands for the event that can be borrowed from TVBC. Cllr Light offered use of his truck and the Chair agreed to follow up the possibility of borrowing a vehicle from HCS. Mike closed by asking Members to try and make themselves available on 28/3/2020 to help support the community event. SW GC ALL

- b. **PROPOSED:** To seek approval from the Parish Council for the NHP Team to contact landowners about proposals for a possible footpath link between East and West Wellow.

RESOLVED: It was agreed by all Members present that the NHP could make preliminary contact with landowners about the possibility of a footpath link between East and West Wellow, with the caveat that the NHP are to make it clear that any agreement to give up land will not be subject to any future gain by the landowner.

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Correspondence

- a. A list of correspondence received in December 2019 was received by full Council and noted - see separate appendix for details.

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Delegates' Reports

Cllr Clark - had attended the Hampshire 2050 event - no comment.

Cllr Craig - had been litter picking with other communities and would like to organise a litter pick for Wellow.

Cllr G Chesterton-Kay - the Chair advised Members that she had nominated Wellow Youth FC as an organisation that could benefit from the Community Matters initiative run by Waitrose. A social media post seeking support from Parishioners will be placed nearer the time.

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Future Meeting Dates

- a. Date of next meeting -

Wednesday 5th February 2020 - Planning & General Purposes Committee at 6.45pm followed by full Council meeting - *Originally set for Monday 3rd February 2020, unfortunately this has had to be re-arranged due to unforeseen circumstances and will now take place on Wednesday 5th February 2020.*

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

14/1/2020 - Meeting with Head of HCS re. tree planting

22/1/2020 - Dog Forum, 1.30pm at Lymington Town Hall, Cllr Payne

30/1/2020 - NE Quadrant Meeting, 7pm at Colbury Church

Meeting closed at 9.55pm

Current Bank A/c

List of Payments made between 01/12/2019 and 31/12/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/12/2019	Lightatouch Int Audit Services	EP1219477	385.00	13.01.2019	Interim Audit fee Apr-Sept 19
04/12/2019	Nursling & Rownhams PC	EP1219478	307.50	13.01.2020	SLR Management Aug 19-Jul 20
04/12/2019	Nightingale Groundcare Ltd	EP1219479	1,233.80	13.01.2020	Gds Maintenance Contract Nov19
04/12/2019	Nightingale Groundcare Ltd	EP1219480	3,600.00	13.01.2020	Clr gorse/rhododendron area G4
04/12/2019	Bluestone Planning	EP1219481	1,135.60	13.01.2020	NHP Consultancy Sept-Oct 19
04/12/2019	Ecology by Design	EP1219482	1,260.00	13.01.2020	Bat Survey - Final invoice
04/12/2019	Bournemouth Water	EP1219483	42.18	13.01.2020	LCR Water Chgs 25/5-21/11/19
04/12/2019	Mr M Jones	EP1219484	6.75	13.01.2020	Key cutting for Pav. bar door
04/12/2019	CPRE	EP1219485	36.00	13.01.2020	CPRE Annual Membership
04/12/2019	Soc of Local Council Clerks	DEBCARD44	161.00	13.01.2020	SLCC Annual Membership
04/12/2019	Grenke Leasing Ltd	DDGRENKE38	83.06	13.01.2020	Finance Lease Phones Dec 2019
05/12/2019	MJ HOOPER Ltd	EP1219493	2,718.00	13.01.2020	Hatches Fm car park barrier
12/12/2019	Judy Webb Florists	DEBCARD45	70.00	13.01.2020	Flowers for litter collectors
16/12/2019	Business Stream Scottish Water	EP1219486	103.29	13.01.2020	LCR Waste Water Chgs 21/11/19
16/12/2019	SSE	EP1219487	35.73	13.01.2020	Hatches Fm Elec to 29/11/19
16/12/2019	Wellow Village Hall	EP1219488	63.50	13.01.2020	Room Hire
16/12/2019	TLC Online	EP1219489	190.00	13.01.2020	Website Maint/NHP new website
16/12/2019	Sharon Whitehouse	EP1219490	1,223.70	13.01.2020	Clerk's Dec salary & expenses
16/12/2019	Karen Miles	EP1219491	532.99	13.01.2020	Admin Asst Dec Salary & Exps
16/12/2019	Enpress Limited	EP1219492	119.00	13.01.2020	Print 1,000 copies Autumn Ed.
19/12/2019	NEST	DDNESTDEC	100.99	13.01.2020	Pension payment for Dec 19
23/12/2019	Atom IP Ltd	DDATOM1219	106.54	13.01.2020	Phones/internet chgs Dec 19
Total Payments			13,514.63		

Current Bank A/c

Receipts received between 01/12/2019 and 31/12/2019

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: 05/12/2019	15,000.00						
TRANSFER	Deposit Bank A/c	15,000.00			201		15,000.00	To top up curr account
	BACS Banked: 09/12/2019	17,808.00						
BACS	Rural Payments Agency	17,808.00			1700	702	17,808.00	HLS Agreement 2019
500007	Banked: 12/12/2019	118.00						
500007	Mrs R Brown	118.00			1800	801	118.00	Add. Inscription & Trnsf
FPW&PCC	Banked: 20/12/2019	145.47						
FPW&PCC	Wellow & Plaitford Cricket Clb	145.47			1506	501	103.29	Waste water chgs to
					1506	501	42.18	Water chgs to 21.11.2019
Total Receipts:		33,071.47	0.00	0.00			33,071.47	

Deposit Bank A/c

Receipts received between 01/12/2019 and 31/12/2019

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: 10/12/2019	122.16						
BACS	TSB	122.16			1190	101	122.16	Interest
Total Receipts:		122.16	0.00	0.00			122.16	