

WELLOW PARISH COUNCIL MEETING - MINUTES

22

Wellow Village Hall: Monday, 2nd December 2013. 7.15pm to 9.15 pm.

Wellow Room

Present: Alan Clark (AC), Dr Peter Chandler (Chair), Tish Cochrane (TC), Mike Derrick (MD), Francis Feeney (FF), Ray Noble (RN), Angela Ratcliffe (AR) (Vice-Chair), John Saunders (JS), Phil Stenner (PS).

Attending: Cllr Gordon Bailey, Lesley Weldon (Clerk) (LW) - Minutes.

Apologies: Cllr Roy Perry, Julie Jacobs (JJ), Jamie King (JK),

Cc. (for information only): Cllr Tony Gentle.

ITEM

ACTION

PUBLIC SESSION

No members of the public attended

103 APOLOGIES

As above. JJ - Work commitments - apologies accepted.

JK - Unwell - apologies accepted.

104 DECLARATIONS OF INTEREST

None.

105 POLICE REPORT

PCSO Jo Cole reported that:

- (i) Outbuildings had been broken into in Pound Lane - advised all residents to check their outbuildings regularly and ensure they are secure.
- (ii) Gurnays Mead - police spoke to residents responsible for antisocial behaviour in September 2013 and the situation has improved. The dog that was barking continually has now been rehomed.
- (iii) The Wellow Remembrance Sunday parade was well attended on a sunny day.
- (iv) Police soon to launch a mobilisation programme to register property, which will make stolen items that are recovered easier to identify.

PS advised that one of the kissing gates on the Lower Common Road recreation ground had been stolen. Also, green bags had been stolen from outside a property in Buttons Lane. PCSO Cole advised that these bags could be used for crime.

Clerk to send through WPC meeting dates for 2014 to PCSOs.

LW

106 DISTRICT/COUNTY COUNCILLORS' REPORTS

See Cllr Roy Perry's report (Appendix 1)

Cllr Gordon Bailey reported that:

- (i) A new page had been added to the TVBC website on Neighbourhood Planning. Neighbourhood Planning is a Government initiative to empower local communities to shape a future of the places they live and work. The new web page forms part of a new section of the website on community led planning, with guidance on parish plans and village design statements. The statement of Community Involvement in Planning Matters (September 2013) sets out the Council's statutory role. For more information contact Jennifer Ryan, Planning Policy Officer, or Planning Policy on 01264 368000.
- (ii) TVBC Revised Local Plan - on 18th December 2013 Cabinet will consider the draft version of the Revised Local Plan (pre submission) for public consultation. This document has been revised to take account of updated evidence and response from the public consultation held in March 2013 and Government guidance. Subject to the outcome of the Cabinet meeting, the Revised Local Plan will be presented to full Council on 8th January 2014, with a public consultation starting in late January 2014 for a period of 6 weeks. For more information, contact Graham Smith,

- Planning Policy Manager, on 01264 368141.
- (iii) Free Christmas car parking in Romsey - vouchers are available from at participating retailers and from TVBC customer service facility at The Former Magistrates Court. Free parking for an extra hour will be available to all those displaying the voucher alongside a valid pay and display ticket or Ringo payment purchased for a minimum of one hour. The voucher will be valid in all Council car parks in Romsey on Mondays, Tuesdays and Wednesdays from 2nd to 18th December.
 - (iv) Former Magistrates Court - HCC will be relocating from the ground floor to the first floor, providing space to relocate some TVBC staff from Andover. Some HCC staff will relocate to new premises in Totton. Work taking place from 2nd December 2013 to 20th December 2013 and relocations will be in January 2014.
 - (v) There is a Southern Area Planning Committee meeting on Tuesday, 10th December 2013.

107 MINUTES

RESOLVED: Minutes of the meeting held on 4th November 2013 be signed by the Chair as a correct record.

108 MATTERS ARISING

Play area (item 099a, 4th November 2013) - Clerk advised that the Rhino mulch suggested by VitaPlay as ground covering has a guarantee of 5 years. Consequently, better value for money. Clerk to instruct VitaPlay to do the work, cost £2187.50 + VAT, as resolved in the November meeting.

LW

109 FINANCE

- a) Income and Expenditure - **RESOLVED:** That the schedule (Appendix 2) was received, agreed and endorsed by Members.
- b) Report concerning the council's grant applications - JS advised that it was unlikely that WPC would be able to obtain a grant from the Big Lottery Fund. Grants of between £20,000 to £50,000 are available from Sport England Olympic Legacy, mainly for refurbishment of existing facilities. Spring 2014 is the next window for applications. **RESOLVED:** that JS, MD and PS investigate and submit grant applications (see also item 113c below)

JS, MD,
PS

110 POLICY

- a) *FF requested that the names of the proposer, seconder and voting be recorded for this proposal. This proposal was seconded by AC*. FF proposed a change in the way minutes are presented to include the name of the proposer, seconder and a record of the number of votes for, against and abstaining a proposal (see HALC AGM minutes dated 19th October 2013) on all decisions, as she felt this would be more accountable to the public and more transparent. The Clerk explained that minutes are intended to be formal records of official acts and decisions and it was not a requirement to automatically include the recording of proposer, seconder and voting. (Local Government Act 1972, Sch.12, para 4(11)). However, any member could request this on an item and can make the demand either before or after the vote (Local Government Act 1972, Sch.12, paras 13 and 29). After discussion, 2 members voted in favour of the proposal - FF and AC. 7 members voted against the proposal - Chair, TC, MD, RN, AR, JS and PS*. **RESOLVED:** that the recording of the minutes remains unchanged.*
- b) Councillors' training - **RESOLVED:** that a session be arranged with HALC on Neighbourhood Planning and Community Rights for Wednesday, 19th February

LW

2013, at a cost of £250.00 for a two hour session. Clerk to investigate TVBC training for Planning. 24

111 PLANNING

- a) RESOLVED: Minutes of the meeting held on 4th November 2013 be signed by Chair as a correct record.

112 ENVIRONMENT

- a) Memorial request for Maj. Boden - Clerk advised that the original decision by council (item 067f on 2nd September 2013) has now been agreed by applicant.
- b) Memorial bench request for Derrick Pearson - RESOLVED: to approve the installation and design of the bench presented, subject to it being cleaned up and applicant being responsible for the aftercare. Clerk to confirm with applicant. LW
- c) Additional engraving on Memorial for plot E.57 - RESOLVED: to approve the additional engraving as presented. Clerk to confirm with applicant. LW
- d) Cost and supply of Village signage - RESOLVED: to approve new signs and cost of £237.00, as reported. Clerk to arrange. LW

113 SPORTS AND LEISURE

- a) Large oak tree adjacent to the cricket pavilion/play area. RESOLVED: to approve the quotation of £250.00 submitted by JW Agriculture. Clerk to confirm. LW
- b) Ownership of the trees at the boundary of Lower Common Road recreation ground and Aster housing, Gurnays Mead side. Clerk reported that she was in discussions with Aster Housing, as it appears that the boundary of the recreation ground is with the ditching, which would mean these trees are the responsibility of Aster Housing. Clerk to keep the council updated. LW
- c) The new Community Pavilion - Chair and AR reported to members that the following 5 principle points had been proposed to the Cricket Club to enable this project to proceed:
1. WPC need the Cricket Club to agree the footprint, plans and layout. As advised, the footprint cannot be larger than the original, as planning permission is likely to be refused because of the tree and the necessity of amenities to a new building such as car park etc.
 2. A new lease to be drawn up by solicitors and agreed
 3. Limitations to the bar - alcohol on match days only and special occasions agreed with WPC. Needs to be restricted to dates and times when everyone knows it's open.
 4. As a community building, it will need to be accessible to other sporting groups.
 5. Active help required with grant applications - once the Parish Council have agreed to go ahead, we will need to secure additional funding.

The Cricket Club have agreed these points. Chair provided approximate costs and a time line for the project, to be clarified by the Clerk. LW

RESOLVED:

- (i) that the project can proceed.
- (ii) that Cricket Club finances re bar takings were clarified. AR to arrange meeting with the new Treasurer of the Cricket Club. AR
- (iii) that the Cricket Club provide WPC with a fixture list in advance, so WPC know bar opening times.
- (iv) that quotes for a new lease be sought from Bells Solicitors and Hedleys

- Solicitors. Clerk to arrange. LW
- (v) JS, MD and PS to prepare a grant application for Viridor to be submitted by 16th January 2014 JS,MD,PS
25
- (vi) AC to contact Cllr Roy Perry for any available grant/funding from HCC AC

The Chair thanked AR for all her hard work. The Clerk informed members that TVBC have advised that if the position of the windows changes due to the internal layout being changed, that a 'non material consideration' planning application would be required. This would take 21 days to process.

- d) Hatches Sports Pavilion - AR reported that she had visited the pavilion on Wednesday, 27th November 2013 and the lack of cleanliness was unacceptable. Photographic evidence was produced. **RESOLVED:** Clerk to write to inform WYFC that they will need to ensure the pavilion is kept clean or the council will employ a cleaner and charge to WYFC. No further monies will be spent until the situation is resolved. LW

114 CORRESPONDENCE

RESOLVED:

- a) List of correspondence/consultations received & noted by members - items of interest available to members as required.

115 DELEGATES REPORTS

Chair reported that he attended a meeting with the Verderers on Friday, 27th November 2013 and that no changes to the current calculation of Verderers fees will be made.

RN reported that he attended the New Forest National Park Authority meeting on 19th November 2013. New Forest Rural Development for England grants are available.

AC reported that he found the Core Skills training excellent and recommended it to everyone. Members interested in attending the next sessions to notify the Clerk.

PS reported that he attended the Squabb Wood Liaison Meeting on 26th November 2013. The Viridor Squabb Wood landfill License has been extended by 3 years (they had requested 5) until October 2016, they then have a further 6 months for restoration works only.

- 116 **Confidential business - RESOLVED:** to exclude the press and public for the following item on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest. No members of the press or public were present.

Performance and Christmas bonuses for groundstaff were discussed. **RESOLVED:**

- (i) Bonus of £30.00 to be given to Highways Sites Warden.
(ii) Clerk to arrange a performance review meeting with Grounds Maintenance Operator LW

117 DATES OF FUTURE MEETINGS

- a) Finance meeting Monday, 16th December 2013
b) Planning and Full Council Meeting - Monday, 13th January 2014
c) Councillor Training - Wednesday, 19th February 2014

Public participation at this meeting: no members of the Public attended.

*Resolution of meeting held 13th January 2014.

Minutes of the above meeting signed by the Chair as a correct record:

Signed: Dr P Chandler Date: 21st January 2014

Date: 02/12/2013

Wellow Parish Council 2013/2014

Page No: 1

Time: 10:31

Cash Book No : 1

User : LAW

Current Bank A/c

Receipts received between 05/11/2013 and 02/12/2013

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 on : 29/11/2013	430.00						
500080	A H Cheater Ltd	120.00			1800	801	120.00	West interment W.139
500080	Footner and Ewing	110.00			1800	801	110.00	Mouland W.90 Memorial
500080	S Duro + M Duro	65.00			1800	801	65.00	Coat W.30 Memorial
500080	A H Cheater Ltd	135.00			1800	801	135.00	Wride N.22 Interment
	Total Receipts :	430.00	0.00	0.00			430.00	

Current Bank A/c

Payments made between 05/11/2013 and 02/12/2013

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
05/11/2013	Wellow Village Hall	3747	356.89			4121	101	356.89	Balance Elec to 31.12.2013
05/11/2013	Wellow Village Hall	3747A	642.70			4121	101	642.70	Elect 01.01.2013 to 30.09.2013
12/11/2013	Sth Central Amb Charity Trust	3748	750.00			4300	301	750.00	Grant approved 04.11.2013
12/11/2013	R.C.Biddlecombe	3749	83.29			4561	502	83.29	Internal door replacement
18/11/2013	Clive Jones	3750	774.00		129.00	4600	601	250.00	Annual Hedgecutting 2013
						4555	502	195.00	Annual Hedgecutting 2013
						4800	801	100.00	Annual Hedgecutting 2013
						4500	501	100.00	Annual Hedgecutting 2013
19/11/2013	Soc of Local Council Clerks	3751	165.00			4148	101	165.00	SLCC Annual Subscription
19/11/2013	P. Reynolds	3752	315.00			4142	101	315.00	Internal Audit 04/13 to 09/13
19/11/2013	Lesley Weldon	3753	1,201.53			4102	102	78.65	Clerk travel Nov 2013
						4100	102	1,122.88	Clerk salary Nov 2013
19/11/2013	Lesley Weldon	3753A	85.44		3.76	4145	101	10.39	Refreshments 10.11.2013
						4132	101	6.88	Tea and Coffee
						4125	101	45.60	50x1st Large stamps + top up
						4134	101	14.93	Cyan print cartridge
						4132	101	3.88	Batteries
19/11/2013	Royal British Legion	3754	50.00			4671	603	50.00	Wreath donation 10.11.2013
29/11/2013	Jeffrey Benham	3755	172.65			4108	102	21.45	Travel Nov 2013
						4106	102	151.20	Salary Nov 2013
29/11/2013	Jeffrey Benham	3755A	10.00		1.67	4215	201	8.33	Groundsman Expenses - Petrol
29/11/2013	Jane Halle	3756	13.14			4145	101	13.14	Refreshments 10.11.2013
29/11/2013	BT Payment Services Ltd	3757	232.87		38.81	4126	101	194.06	Tele/BB Charges Aug - Nov 2013
29/11/2013	Sembcorp Bournemouth Water	3758	107.03			4563	502	107.03	Hatches Pav Water May - Nov
29/11/2013	Southern Electric	3759	186.44		8.87	4510	501	177.57	Pav LCR Elec Aug - Nov 2013
29/11/2013	Southern Electric	3759A	41.12		1.95	4562	502	39.17	Hatches Pav Ele Aug-Nov 2013
29/11/2013	Hants Assoc of Local Councils	3760	210.00		35.00	4119	102	175.00	CiLCA Clerk Training
29/11/2013	Hants Assoc of Local Councils	3760A	36.00		6.00	4146	101	30.00	A Clark Core Skills Trg
29/11/2013	Wellow Village Hall	3761	16.50			4136	101	16.50	Room Hire 10.11.2013
Sub Total Carried Forward			5,449.60	0.00	225.06			5,224.54	

Date: 02/12/2013

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Cash Book No : 1

User : LAW

Current Bank A/c

Payments made between 05/11/2013 and 02/12/2013

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
29/11/2013	G Farwell Ltd	3762	4,000.00		666.67	4753	702	3,333.33	Bal due Common Mtce Job 3871
02/12/2013	Karen Steer	3763	22.00			4122	101	22.00	Office Cleaning Nov 2013
02/12/2013	Jean Kenny	3764	100.63			4110	102	100.63	Highway S Warden Sal Nov 2013
Total Payments :			9,572.23	0.00	891.73			8,680.50	