

Shalden Parish Council

Parish Council Meeting, Wednesday 26th January 2022 at 8pm

Minutes

Present: Cllr Shirvell (Chair), Cllr Orme, Cllr Stewart and Cllr Wilson

One resident attended

Also present: K Horton (Clerk)

- 1) Chair's Welcome and Announcements. Attendees welcomed to January meeting
- 2) Apologies for Absence: Apologies received from Cllr Hartgill due to Covid
- 3) Declarations of Interest. None

4) Public Question Time:

Resident raised the following points:

- Clerk has been made aware that alerts from the Council's website are not being received.
- Pleased to see Communication is on the agenda and advised Councillors that Lower Froyle Councillors provide contact emails and phone nos. on their noticeboard.
- In relation to The Spinney, enquired whether the Council had received any update and knew whether Cllr Costigan commented on the planning application.

Councillors were able to confirm that the Clerk is in contact with Hugo Fox (hosts of the website). In relation to planning applications there is normally 12 weeks between application and a decision being made but given the amendment being lodged it is likely the timeline has reset. Shalden Parish Council is not aware that Cllr Costigan has commented on this particular application but can confirm he has been invited to the Annual Parish Meeting in March.

- 5) **Approval of Minutes:** To approve minutes from the Parish Council meeting held on 24th November 2021 and 13th December 2021. Minutes accepted as an accurate record and duly signed
- 6) Update on actions arising from Minutes of the Parish Council Meeting held as above
 - a) Resurfacing work on Old Odiham Road. Clerk has been advised there are no planned works for Old Odiham. Councillors will consider whether this matter needs to be raised as of concern to HCC.
 - b) Planning Dept – Local Plan and Land Availability Assessment. SHELLA and Brownfields register to be shared with Cllrs to allow for an understanding of local development plans.
- 7) **Correspondence**
 - a) Email from EH Coordinator of "20s Plenty". Campaign for lower speed limits. No concerns received from parish residents in relation to this matter and as such Councillors were in agreement to not engage with the campaign for the moment. Clerk to respond accordingly
 - b) Email from EHDC Planning. Invitation to meeting on update of design policy. Cllr Wilson and Cllr Stewart to be provided with the meeting details and will give an update at the next Council meeting.
 - c) Email from EHDC. Enquiry on what training Parish Councillors and Officers would like to receive. Councillors were in agreement that Planning would be the subject they would most appreciate updates on. Clerk to action

8) To note reports from representatives of Organisations, Outside Bodies, Working Parties, Leads and Groups:

- a) Report from County Councillor Mark Kemp-Gee. No updates. Cllr Kemp-Gee has been invited to the APM in March
- b) Report from District Councillor Tony Costigan. No updates. Cllr Costigan has been invited to the APM in March
- c) Report from PC. Further to request from Cllr Orme, Clerk has not received a report. Councillors asked Clerk to request a representative from Hampshire Police attend the APM. Clerk to action.
- d) Report from Footpath warden. Clerk and Warden have spoken and started working on webpage hosted on the Council website. To date, one offer of help for the working group has been received.

9) Shalden Recreation Ground. To consider report from the Clerk on the running costs of the Rec/Pavilion and agree whether any action needs to be taken in relation to this.

Report circulated ahead of meeting highlighted that the Rec has cost £20,000 over the past few years.

Review of finances: Recreation Ground and Pavilion								
	2016.17	2017.18	2018.19	2019.20	2020.21	Forecast 2021.22	Budget 2022.23	Total
Utilities	£0.00	£0.00	£383.98	£493.30	£517.65	£474.29	£550.00	
Maintenance & Works	£3,705.91	£408.39	£8,365.52	£1,055.19	£400.00	£555.10	£250.00	
Gross Cutting	£1,440.00	£1,260.00	£990.00	£1,350.00	£990.00	£1,170.00	£1,200.00	
Total costs	£5,145.91	£1,668.39	£9,739.50	£2,898.49	£1,907.65	£2,199.39	£2,000.00	£25,559.33
Income generated by Rec	£0.00	£0.00	£800.00	£855.00	£250.00	£710.00	£780.00	£3,395.00
Financial impact	-£5,145.91	-£1,668.39	-£8,939.50	-£2,043.49	-£1,657.65	-£1,489.39	-£1,220.00	-£22,164.33

A high proportion of the costs are linked to utilities and maintenance. The pavilion has also been in place for several years and the Council does not have the funds to replace the structure. The Rec is used in an ad-hoc manner by residents, with one village event a year, and is currently hired by Alton Football Club. Following a consideration of these points, the Councillors were in agreement that the subject should be raised at the APM to get feedback from residents: should the Rec be maintained in its current format or is it time to agree an alternative use for the area such as rewilding or planting trees. Security and insurance would need to be given due consideration in any plans.

10) Parish Council communication. In response to residents' question and having considered HALC's written guidance, Councillors will consider whether any changes are needed to Shalden PC's methods of communication with parish residents.

Councillors noted that during the periods of lockdown, Council meetings had moved online and it had not been possible to hold an Annual Parish meeting which might have impacted communication. However, Council meetings have been back in person since May 2021 and are held bi-monthly.

Councillors acknowledged that requests had been made for the Council to build and use a mailing list to communicate with residents and for Councillors to have email addresses to assist residents in contacting them. It was questioned whether the requests were driven by a general concern about communication or

because of recent planning application responses. The Chair reopened the floor to allow the attending resident to answer the question of why email was so important. The resident suggested that a mailing list would provide a safety net to ensure residents who missed noticeboards, website updates and The Villager would be aware of Council work.

Councillors highlighted that despite their phone nos being publicised, calls had been minimal during their years of service and queried what difference an email would make. In relation to a mailing list, Councillors raised the following concerns:

- Data Management requirements
- Time commitment to set up and manage such a list
- How such a list would be maintained
- The risk of such a list not capturing all residents and as such not being inclusive

Councillors reviewed the Council's current communication methods against the HALC Guidance Note.

- Noticeboards: Agenda for Council meetings is displayed on both boards ahead of meeting. Contact details of the Parish Councillors could be displayed. Clerk to action
- Agendas and Minutes: posted on parish website. Agenda is also posted on the parish noticeboards, three clear days ahead of a Council meeting.
- Website: updated regularly with Council news, including Council meeting details. Resident has highlighted that alerts are not working. Clerk to follow up with HugoFox on this point.
- Parish magazine: Clerk currently provides an article when publication dates match meeting schedule. An article could be included each month to give more notice of meetings. Clerk to action
- Mailing List: For the reasons discussed earlier, this suggestion was not supported as an addition to the Council's methods of communication. Acknowledging the resident feedback, Councillors were in agreement that an email address could be set up. Clerk and Cllr Orme to action. It was RESOLVED to set up an email account for Shalden Parish Councillors. Proposed Cllr Shirvell and Seconded by Cllr Wilson.
- Councillor Surgery: not enough demand based on number of attendees at Council meetings. This suggestion was not supported as an addition to the Council's methods of communication

11) Parish Council Finances/Administration/Policies

- a) Parish Clerk's working hours.** To agree whether to increase the contracted hours of the Clerk from four to five hours per week. Report circulated ahead of the meeting. It was RESOLVED to approve the increase in hours: Proposed: Cllr Shirvell. Seconded: Cllr Wilson.
- b) Clerk's Report.** Clerk confirmed that the broken oven and shelving had been removed from the Pavilion; the roadworks at Golden Pot had started and an update had been added to the website. A resident had made the Clerk aware that Shalden signs on Old Odiham Road had been defaced and this has been logged with HCC. The damaged salt bin by the Rec has also been replaced.
- c) Clerk's Finance Report and Payment Schedule.** Finance Report had been shared ahead of the meeting: the funds for next year's election, CIL and a contingency fund of £750 have been moved to the savings account. It was RESOLVED unanimously to approve the following payments:
 - i) IDVerde.** Refuse collection service - £55.69
 - ii) SSE.** Electricity at the Pavilion - £111.05
 - iii) Clerk's salary and allowance for Q4** - £800

- d) **Insurance renewal.** Clerk advised that current insurance is classed as a long standing commitment, (entered in March 2021). The arrangement runs to March 2024 and means comparison quotes can not be sought. Clerk to share invoice details with Shalden Village Hall Committee.
- e) **Approval of Grants under Section 137 of the 1972 LGA (“The Free Resource”).** It was RESOLVED unanimously to approve the following payments to support the local community works: £200 The Villager, £200 CAB and £200 Shalden Church - ground maintenance. Clerk to action
- f) **To approve the 2022.23 budget.** Report circulated in advance of meeting. Councillors reviewed the projected year end figures and proposal for 2022.23. Clerk confirmed that the finances for the 2023 election and a £750 contingency have been placed in the reserve account. Maintenance for the phone-box and HALC legal advice was removed. It was RESOLVED unanimously to approve the budget. Proposed by Cllr Shirvell and second by Cllr Stewart.
- g) **To approve the 2022.23 precept.** Following the approval of the budget, It was RESOLVED unanimously to approve a precept of £8,500. Proposed by Cllr Shirvell and second by Cllr Orme. Clerk to action

12) Items for next agenda. None raised

13) Date of next meeting: APM - Wednesday March 2022, 7:30pm

Meeting closed 21:34

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Signed: A Shirvell, Chair of SPC

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Dated