

MINUTES

DROXFORD PARISH COUNCIL MEETING

7.00pm Wednesday 19th October 2022

Droxford Village Hall

PRESENT: Councillors: Chris Horn, Colin Matthissen, Janet Melson (Chair), Di Shepherd, Lewis Smith

IN ATTENDANCE: County Councillor Hugh Lumby
District Councillors Frank Pearson and Malcolm Wallace
Ailsa Duckworth – Parish Clerk/RFO

PUBLIC: Mr Danny Lee – Climate Crisis concerned resident
Mr Colin Richardson – Chair of Neighbourhood Watch

22.106 Apologies for absence
Cllr Mark Dennington; District Cllr Vicki Weston

22.107 Declarations of Interest
None were declared

22.108 Minutes of the meeting held 26th September 2022
Minutes of the meeting held on 26th September 2022 were approved as a true and accurate record.

22.109 Chair's Announcements
(1) Review of matters arising and actions from the Minutes of the 26th September 2022.
Outstanding actions were as follows:

- a) **Clerk** to update delegate to LS. **Cllr Smith** to report back on the training at the October meeting – **ITEM 6.3**
- b) **Clerk** to register **Cllrs Melson and Shepherd** to attend the SDNP Hampshire Parish Workshop – **COMPLETED**
- c) **Clerk** to publish final AGAR documents on website and noticeboard by 30th September – **COMPLETED**
- d) **Clerk** to finalise Asset Register in collaboration with the **internal auditor** at the next meeting and **Cllr Dennington**, and publish on website – **ONGOING**
- e) **Clerk** to contact **County Cllr Lumby** to discuss the deeds and to confirm with **Rosie Hoile** if any copies were made – **ONGOING**
- f) **Clerk** to review website pages and update links where required – **ONGOING**
- g) **Clerk** to contact the **Footpath Warden** and request a list to be included in the work schedule provided to the Lengthsmen – **COMPLETED**
- h) **Clerk** to liaise with **Cllr Melson** to set up a landowner's meeting - **ONGOING**

22.110 Public Forum

- (i) The Chair asked that items **22.117a** and **22.117c** were discussed at this point so once they had been considered, the members of public in attendance could leave. The outcomes are recorded as per the order of the agenda.
- (ii) County Cllr Lumby had sent a report which had been circulated, and reported that the Five Oaks Farm (Shedfield) application had been unanimously turned down. District Cllr Pearson had sent a report which had been shared, and reported that Local Plan discussions were ongoing. District Cllr Wallace reported that CIL funds and grants were available to bid for. Cllr Melson requested that for future meetings, County and District Councillor reports be provided to the Clerk in advance of the meeting for circulation to Cllrs in order that relevant questions may be raised.

County Cllr Lumby and District Cllrs Pearson and Wallace left the meeting.

22.111 Planning

1. New Applications and Planning Report – Appendix A

NOTED: Decisions determined by SDNPA, including Appeals, Enforcement cases and Pre-applications were noted. Cllr Horn's draft response to the new Upland Park application, which was unanimously approved by the Cllrs, will be submitted by the Clerk.

2. **NOTED:** SDNP Southern Parishes Planning Training Update. Cllrs Smith and Melson reported that, contrary to perception, the number of complaints about an application do not necessarily add value.

ACTION – Clerk to circulate the slides from the Planning Training.
--

22.112 Finance and Governance

1. Payment of accounts

- a) **APPROVED:** To authorise payment of accounts listed in Appendix B.
- b) **NOTED:** To ratify payments between meetings made under the Scheme of Delegation (up to £500) or approved by councillors by email (over £500). There were no such payments.
- c) **APPROVED:** To review and approve the Bank Reconciliation for September.

ACTION – Clerk to explore better banking rates; organise a Budget Setting meeting and change 6 months reserve to £12k.
--

2. Finance

- a) **NOTED: Strategic Working Group Update.** It was decided that the Recreation Ground play area and zipwire was an appropriate project to consider under the Community Infrastructure Levy (CIL) received from SDNPA. This item is due to be discussed in more detail in 22.113.

3. Governance

- a) **ONGOING: Driver Belcher/Deeds**

ACTION – Clerk to contact **County Cllr Lumby** to discuss and to confirm with **Rosie Hoile** if any copies were made.

4. Pavilion

- a) **NOTED:** There was one booking for the Pavilion on 31st October.
- b) **NOTED: Cricket Club** – The invoice for the cleaning has not yet been acknowledged and the agreement remains unsigned.

ACTION – Clerk to follow up on both issues.

22.113 Allotments, Recreation Ground and Cemetery

- 1. **NOTED: Allotments** – Quotes are being sought regarding the tree on the boundary. Cllr Shepherd will update in due course.
- 2. **APPROVED: Recreation Ground** – A number of options were discussed regarding the play area. It was agreed, in the first instance, to have the zipwire dismantled and removed and the rotten timber and chain in the play area also removed. Ways & Design Ltd. had quoted for this and are to be instructed to carry out the works. The climbing frame flooring is also to be replaced, as per the quote from RhinoPlay. A five year plan for the play equipment is to be drafted. Cllr Shepherd is to apply to funding streams retrospectively to help resource this immediate action. Timber remaining from the zipwire can be removed by residents.
- 3. **NOTED: Cemetery** – A large amount of work has been undertaken at the cemetery, including installation of water; levelling of graves; nematode treatment and confirmation of unmarked graves positions. The Chair thanked Cllr Shepherd for her commitment to the improvement of this area.
- 4. **NOTED: Parish Green** – Installation of the plinth will take place on 20th October, the armillary sphere will be attached and the final planting plan has been agreed. FODC has offered volunteer labour to support with the planting. The Clerk will ask EMS to include clearing leaves on the plinth and the Parish Green, and the Lengthsmen to clear the benches, as regular items on their worklist.

22.114 Lengthsmen

NOTED: The Lengthsmen are due to visit Droxford on the 31st October and 21st December.

22.115 Footpaths & ROW

NOTED: A landowners' meeting has been set up for Wednesday 2nd November at 6pm and a number of landowners invited.

22.116 Roads & Highways

NOTED: Cllr Smith reported that the Temporary Speed Indicator Device (TSID) was currently being deployed in its usual position. A number of speed limit signs have been removed and Cllr Smith has been in contact with the Highways Department in order to have these reinstated.

22.117 Correspondence and other matters requiring the Council's attention

- a) **NOTED:** Email from Danny Lee re. next climate change steps for Droxford.

It was agreed that a Climate Change Café, housed at Wilfrid's, would be discussed with Margaret Wallace as a way of eliciting interest from residents. The PC agreed that Cllr Matthissen would be the Climate Change representative and Mr Lee agreed to discuss the business plan with Cllr Matthissen, to understand where the PC can support in this area. [Mr Lee left the meeting.]

- b) **NOTED:** Autumn Litterpick. This took place as agreed and was well attended. Wilfrid's Café provided vouchers for the helpers and Cllr Dennington thanked all who came to support it.
- c) **APPROVED:** SmartWater Initiative for Droxford. Colin Richardson, Chair of Droxford Neighbourhood Watch, reported on plans for making Droxford a SmartWater village. This would include the positioning of signs on approach to Droxford. The PC agreed in principle to the signs, as long as any required approvals were sought from SDNPA and the Highways Department. Cllr Smith is to meet with Mr Richardson and liaise with Highways on locations and costs associated with this venture. [Mr Richardson left the meeting.]

22.118 Information Exchange and items for the next meeting.

- (i) Budget 23-24
- (ii) Dates for meetings 2023

22.119 **Date of the next Meeting**

6.00pm Thursday 17th November 2022, Droxford Village Hall.