

## **MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 11<sup>TH</sup> OCTOBER 2018**

**Present:** Mrs. Blackman (Chairman), Mr. Bullions, Mr. Ellison, Mr. Harding, Dr. Johnstone, Mr. Law, Mr. Parry, Mr. Startin. Ms. Tofts and Mrs. Taylor (Borough Councillor). Two representatives from Watership Down Health, and one member of the public attended the meeting.

**Watership Down Health:** the clerk had sent a list of members' questions to Ms. Altmeyer-Ennis, the Business Practice Manager, and she and Dr. Lindsay from the practice attended the meeting. Dr. Lindsay asked why the questions were asked in the first place, and Mrs. Blackman replied that it was because of the merger with Kingsclere, and the problems residents had reported with getting appointments in Oakley, and the issues with transport to either Overton or Kingsclere.

Dr. Lindsay explained that the NHS is understaffed in general, and that in the main, larger practices can attract more staff and be sustainable, when smaller practices may not. Ms. Altmeyer-Ennis agreed, that by coming together, economies of scale will bring benefits, but it is not envisaged that all services will be delivered at each practice, so there will be specialisms at each location. It is unlikely but not impossible that Kingsclere will offer services that are not available at either Oakley or Overton.

One example of the benefits of the sharing of resources is the recent appointment of a proactive care nurse across the cluster, who specialises in care for the frail elderly who are housebound. The nurse will support approximately 200 / 250 patients across the cluster.

Watership Down Health informed members that Oakley has only 2,800 on its list, while Overton has almost 9,000. Dr. Johnson asked why that would be, that residents do not choose to register at their local surgery, but there could be many different reasons – it could be that they choose to stay with a previous surgery if they move to the village, or one nearer where they work, for example.

The respective surgery sizes mean that Overton would always be the 'lead' surgery. The total practice size is approximately 18,000 and this equates to one full time doctor per 2,000 patients, which is slightly under the national average. The surgery is currently recruiting.

Mr. Parry asked about mapping of specific local health needs, and Dr. Lindsay confirmed that chronic care needs are being investigated. Mr. Parry asked what the Parish Council could do to work more closely with the group, and Dr. Lindsay replied that transport community health matters were high priorities. Also, involving the Village Agents and the Red Cross would be very useful, and so would having a representative on the Patient Participation Group (Ms. Altmeyer-Ennis will provide the clerk with details of the PPG). It may be possible that Hampshire Fire and Rescue could provide information for elderly residents on how to avoid falls and stay warm and safe over winter.

Ms. Tofts asked if there would be a dedicated nurse for dementia patients, and Dr. Lindsay replied that dementia nurses would have to be psychiatry trained, and were in very short supply so this is not likely at present.

The support services available are shown on the website; Ms. Tofts asked how patients, especially those who are elderly and unused to or unable to using the

internet would know about this, and the clerk suggested that promotion of such services could be part of the representative to the PPG's role.

The members thanked Dr. Lindsay and Ms. Altmeyer-Ennis for coming, and for the valuable information they had provided.

### **Public Session**

Mr. Law in his capacity as treasurer of the PCC for All Saints Church, Deane, asked about Parish Council support for the maintenance of the closed churchyard at St Leonards. Under NALC Legal Notice L01-18 Finance Assistance to the church, it states that the 1894 Local Government Act prohibits Parish Councils from providing financial assistance to a church or church building. The subsequent 1972 Local Government Act provides some clarification to this earlier Act, but HALC's opinion is that only where a specific clause is mentioned does the later Act override the earlier. The maintenance of a closed churchyard is one such clause, and therefore the Parish Council can pay for work to the churchyard at St Leonards even if the monies received from BDBC as a grant are not sufficient to cover the work in any given financial year. Mr. Law asked Mrs. Blackman to provide him with figures showing income and expense on the closed churchyard for as many years as practicable. It was however agreed that no funding from the Parish Council could be made to All Saints in respect of grass cutting or any other maintenance.

#### **1. Apologies for Absence**

Apologies were received from Mr. Bealing and Mr. Hewitt.

#### **2. Resignation of Parish Councillor**

The clerk informed members that Mr. Crafer had resigned from the Parish Council, effective immediately. Mrs. Blackman thanked Mr. Crafer for his hard work during the time he had been a member, and Ms. Tofts confirmed that Mr. Crafer would still be available to support the Environment Working Party when required. The clerk has notified the Borough of the vacancy and she will hear by 26<sup>th</sup> October if an election has been requested, otherwise the Parish Council can co-opt.

#### **3. Minutes of the meeting held on 13<sup>th</sup> September 2018**

The minutes of the meeting, having been previously distributed to all members, were agreed to be an accurate record of the meeting, and the Chairman signed the minutes.

#### **4. Notices, Circulars and Correspondence**

- a) **OAKS quiz:** the clerk reminded members that the quiz will be on 24<sup>th</sup> November at St Leonard's.
- b) **Boundary Changes:** the clerk reminded members that any comments had to be submitted to the Borough Council by Monday 15<sup>th</sup> October. It was agreed that the Parish would comment that the area for the proposed Oakley and The Candovers Ward would be much enlarged, thereby reducing, rather than increasing, the stated main consideration of provision of effective and convenient local government.
- c) **HALC AGM:** the 71<sup>st</sup> HALC AGM is on 10<sup>th</sup> November at Winchester, and the clerk asked members if they would like to attend, as she has reserved two places. The members will confirm before the next meeting if they are able to go.
- d) **Worting House:** all members received an invitation to attend a presentation by CALA Homes at Worting House on Friday 19<sup>th</sup> October and

Mrs. Blackman and the clerk will attend. If any other members would like to join them please let the clerk know asap.

- e) **Meeting with Borough Councillors:** the clerk distributed the report of the meeting to all members, and there were no comments or questions.

## **5. Clerk Report**

The clerk had circulated her report prior to the meeting and there were no queries or comments.

## **6. Planning Matters**

**Minutes:** the minutes of the meeting held on 4<sup>th</sup> October were issued to all members in advance, and there were no comments or queries.

**Planning Summary report in Link:** it was noted that the summary report that was submitted to Link each month was not being done, and the Chairman of Planning Committee was asked to re-instate this as it was a useful tool not only for the councillors but for the public also.

**Neighbourhood Plan Monitoring Meeting:** the clerk asked members of the Planning Committee if they would attend a meeting, and to propose dates so that she could respond to the Borough. This will be agreed at the meeting on 18<sup>th</sup> October.

**Letter re S106 Funding from Sherfield on Loddon:** the clerk had forwarded the letter that was sent by Sherfield, asking that the process of agreements and allocation of funds be much more rigorously enforced. Members agreed that Oakley & Deane should support Sherfield and the clerk was asked to send a letter to BDBC expressing this opinion. Mr. Ellison added that it affected the budget process as some of the works currently awaiting S106 funding may have to be done out of Parish Funds, and would therefore have to be included in the precept, but the lack of clarity around funding made this very difficult.

## **7. Working Party Reports**

**Action List:** the clerk reminded members that the action list was sent out each month with the minutes, and that if there are any queries with it, they should let her know asap.

**Tenders:** the clerk confirmed that some of the tender documents had been updated but asked that the others could be returned to her asap.

### **a. Burial Ground and Churchyard**

- i) **Church wall repairs:** despite continued requests, the clerk has not received either an invoice for the initial report, or a costing for the preparation of the tender documents, from the surveyor. She was asked to continue to chase. She had identified another potential surveyor but they were not local, and they would have to start the whole process again. She was asked to contact them anyway to have an introductory discussion about what they could do, and potential costs.

- ii) **Vandalism:** the clerk visited the Burial Ground on Thursday 11<sup>th</sup> October and the storage cabinet had been smashed and the roof and doors pulled off. The clerk asked the handyman to see if he can repair it and has reported it to the police and Community Safety team.

### **b. Environment**

- i) **Budget for notice board:** Ms Tofts provided members with the confirmation of where the extra funding for the new notice board at St Johns Piece would be made from, and it was agreed to proceed with the order.

**ii) Main Pond:** Ms. Tofts confirmed that the intention was to reline the pond with puddled clay, and to replant with less invasive species. She had already made contact with the Borough who had given her a contact. Funding is as yet not agreed, but the clerk suggested that there might be some LIF funding available once the requirements were agreed. Mr. Ellison suggested starting a sinking fund in next year's budget.

**iii) Benches:** the clerk had sent out the list and Ms. Tofts confirmed that the bench at Fox Lane bus stop on the side of the road near the Jubilee flower bed was missing – both from the list and from the actual site. The clerk will write to SGN as it appears to have been moved when they carried out major gas works there some time ago. Mr. Ellison suggested that the NBB benches, which have 25 years of no maintenance, could be also offered to members of the public proposing to provide memorial benches. Ms. Tofts said this would mean a change to the policy.

**c. Finance**

**i) Approval of Payments:** it was proposed by Ms. Tofts, and seconded by Dr. Johnstone, and agreed by all members, that the following payments be made:

<b>Payee</b>	<b>Amount</b>	<b>Service</b>	<b>Status</b>
NEST	64.26	Clerk Pension September	Paid DD
EE and T Mobile	18.86	Clerk mobile phone	Paid DD
BT	60.48	September Landline	Unpaid DD
HMRC	544.38	September Contributions	Paid EFT
BDBC	304.50	September Grounds Maintenance	Unpaid EFT
M Bastick	344.50	Handyman Hours September	Unpaid EFT
Larkstel	2679.60	September Grounds Maintenance	Unpaid EFT
B Bedford Expenses	64.12	USB adaptor, trolley wheels	Unpaid EFT
Nigel Jeffries	582.79	August Grounds Maintenance	Unpaid EFT
S W Contract Services	1440.00	Tree work at Newfound	Unpaid EFT
S J Hunt	450.00	Soffit boards at Peter Houseman	Unpaid EFT
BDBC	1.00	Rent for Peter Houseman	Paid DD
T Harrington	165.17	September Cleaning	Unpaid EFT
SSE	134.72	Electricity for NF	Unpaid DD
Evolution Skateparks	3460.48	Repairs at Skatepark	Unpaid
Castle Water	72.75	Supply to PH	Paid
Castle Water	94.90	Supply to NF	Paid
NBB Recycled Furniture	1224.00	2 x Park seat with back	Unpaid
D Tofts	34.92	plants	Unpaid
Screwfix	10.67	Cable ties and door stops	Unpaid
PKF	480.00	Audit fees	Unpaid
Kinetico	40.73	Valve re Water Softener	Unpaid
N Goodyear	84.00	Re-mark parking spaces	Unpaid
M Bastick	141.37	Handyman expenses	Unpaid
P Lock	400.00	Bench Installation	Unpaid

Mr. Parry and Ms. Tofts will approve the EFT payments. It was agreed to approve, but not issue, the cheque for works at the Skatepark until Mr. Ellison and Mr. Parry are satisfied with the work (which is due to be completed w/c 15<sup>th</sup> October). Further, Mr. Ellison expressed concerns about

the standard of cleaning of the Newfound Pavilion and the clerk agreed to speak with the cleaner to see if there is any other equipment that she needs to enable her to do the job as specified by Mr. Hooker's strategy.

- ii) **Budget:** Mr. Startin and the clerk had prepared a statement of payments made up to end of September, and issued these to members prior to the meeting. Mr. Startin asked all working party leads to complete the forms with expenditure up to end March 2019, and to also provide a budget figure for financial year ending 31<sup>st</sup> March 2020 for the November meeting and add narrative where appropriate to support the requests.
- iii) **CCLA subscriptions and redemptions:** the clerk asked for delegated authority for the Finance Working Party to approve any subscriptions or redemptions to the Money Fund and inform members at the following meeting, and all members agreed.

**d. Highways**

- i) **New SID:** Mr. Harding brought the new machine to the meeting for members to see it. It is not installed yet as the fixing brackets supplied by the manufacturer are very expensive, but Mr. Harding has identified much more cost-effective supplier. The output data is provided in csv format and Mr. Harding has asked if any members with experience of csv files would be able to work with him to ensure the data output is useful and relevant for the police and for the council. There is an extra difficulty that the software provided is not in English. It is intended to first utilise the machine on the B3400 in November; although the machine can record both sides of the road at once, it cannot do this through high sided vehicles so it will be necessary to do one week on each side of the road. There are already 15 sites identified. Mr. Harding will stand down as Speed Watch co-ordinator in January and he will prepare an advertisement for his replacement to be put in Link and on notice boards, and on Spotted Oakley.

**e. Parish Council Governance – nothing to report**

**f. Publicity and Events**

- i) **Working Party report:** the report was circulated to all members in advance of the meeting.
- ii) **Service of Remembrance:** it was agreed by all members to approve the additional £30 payment for travel expenses to the bugler. Mrs. Blackman asked members for additional help on the day, to put out/take in chairs etc. The clerk informed members that BDBC had contacted her to ask for details of our service, and it was agreed she could respond and also mention the book on the names on the Oakley War Memorials.
- iii) **Christmas Lights:** it was agreed that the new lights could be purchased at a cost of £133.33 (exc. VAT) and the clerk will order them as soon as they are back in stock.
- iv) **Beneficiary of the collection at Carols at the Pond:** all members agreed that the proceeds should go to The Men's Shed.
- v) **Christmas Fayre 1<sup>st</sup> December:** the Parish Council has reserved a table at the event at St Leonards, and Mrs. Blackman, Dr. Johnstone and Mrs. Bettridge will attend to sell merchandise and speak to members of the public. Any other members who are available that day would be very welcome to come down, even just for a short time.

- vi) **Carols at the Pond announcement:** Friends of Kennet Way Park have requested that they announce the winner of the Christmas Lights competition at Carols at the Pond. Mr. Elkin has agreed, and although there was concern that it could set a precedent for other organisations in the future, it was agreed that it could be done: it is important to show the village that organisations can work together and to show support for the group.

**g. Sports Grounds and Play Areas**

- i) **Working Party report:** there was no report, but Mr. Ellison confirmed that works completed in September and October were: carpark markings at Newfound, external lights at Newfound, soffits at Peter Houseman, trimming of trees at Newfound, and purchase of new corner flags.
- ii) **October tasks:** PAT testing and annual testing of Fire extinguishers will be done in the next couple of weeks. Work on the skate park should be completed w/c 15<sup>th</sup> October
- iii) **Oakley Cricket Club:** the clerk had distributed the report, Mr. Ellison updated members that Oakley Cricket Club had obtained permission from Hampshire County Cricket to set up a new 3<sup>rd</sup> X1 who will use Newfound as their home ground. Not only will this bring revenue to the Parish Council, it will be good to see the grounds being used more regularly over the summer period.
- iv) **Event at Peter Houseman:** the clerk had an enquiry from a resident who proposed holding a dog show at Peter Houseman in 2019 (probably in June). The clerk had sent her all the forms etc, and had also enquired with the Parish insurers whether our existing insurance would cover such an event, but it would not. The clerk has provided the resident with details of two insurers who specialise in cover for community events. It was agreed that if the event goes ahead the Parish Council will not make a charge for the hire of the pavilion and grounds.

**8. Reports from representatives to other organisations**

**Andover Road:** no update

**East Oakley Village Hall:** meeting 12<sup>th</sup> October

**Jubiloaks/Woodlands Group:** no meeting, and it was agreed that a new representative would need to be appointed now that Mr. Crafer was no longer a member.

**Village Show Committee:** report sent to all members

**OCA:** report sent to all members.

**9. Confidential Items**

**Resolved:** that owing to the confidential nature of the business to be discussed, the public and press be excluded from the remainder of the meeting.

10. **Date of the next meeting** was agreed to be November 8<sup>th</sup>.