



DROXFORD PARISH COUNCIL

MINUTES

FULL COUNCIL MEETING

6.00pm Thursday 19th October 2023

Droxford Village Hall

PRESENT: Councillors: Janet Melson (Chair), Peter Richardson and Lewis Smith

IN ATTENDANCE: Ailsa Duckworth – Parish Clerk/RFO
County Cllr Hugh Lumby
District Cllr Malcolm Wallace (from 7.10pm)

PUBLIC: 1

23.158 Apologies for absence

Councillors: Matt Avison, Mark Dennington, Chris Hawkesford and Colin Matthissen (Prior Commitments)
District Cllrs: Danny Lee and Frank Pearson

23.159 Declarations of Interest: None

23.160 Requests for Dispensation: None

23.161 Minutes of the Full Council meeting held on 21st September 2023.

RESOLVED: The minutes of the meeting, having been circulated, were approved and signed by the Chair.

PROPOSED: Councillor Richardson **SECONDED:** Councillor Smith

23.162 Public Session: A member of the public was in attendance to request support with managing the expectations of the Montessori School, which rents the Droxford Scout Hut, in addition to following up on the possibility of the Parish Council assisting in the roof repairs. A letter (under agenda item 23.176a) was also brought forward and discussed, where the Director of the school had requested support with rent and suggestions as to other locations in Droxford to run the business.

23.163 Response to Public Participation: The Chair thanked the member of public for attending and bringing the matter to the attention of the Parish Council. It was agreed to wait for feedback from Cllr Dennington regarding the roof. The Clerk has confirmed to Ms Jenkins that the PC would not be in a position to provide financial support as the Montessori School is a privately owned company

and would respond further that the PC did not know of any other places they could recommend as rental options.

- 23.164 Reports from County and District Councillors:** Apologies were received from District Cllrs Danny Lee and Frank Pearson. Written reports were received from District Cllrs Malcolm Wallace and Danny Lee, and County Cllr Hugh Lumby, and circulated prior to the meeting. Cllr Melson requested that County Cllr Lumby seek an update on the Old Chipping Depot on Sheep Pond Lane.
- 23.165 Clerk's Report including updates on previous decisions:** Verbal report Noted.
- 23.166 HALC Best Small Village of the Year 2023/Runner Up Best Open Spaces – Droxford:** The Chair is to contact Bishops Waltham PC to request recommendations for companies to make a commemorative plaque. Cllrs Melson and Richardson are to consider a promotional leaflet for Droxford, similar to the Welcome to Odiham guide.
- 23.167 Remembrance Sunday – wreath laying:** Cllr Dennington will be asked to lay the wreath on behalf of Droxford Parish Council.
- 23.168 Strategic Working Group summary:** The Clerk is to provide a summary of the ideas and actions discussed to all councillors.
- 23.169 Finance Reports:** Received and Noted
- a. **NOTED:** Financial Status and bank balance
 - b. **APPROVED:** Payments as per approval list
 - c. **NOTED:** BDO External Audit outcome and recommendations. There were no findings or recommendations following the audit.
 - d. **NOTED:** Internal Audit outcome and recommendations. The accounts from 04/23 – 09/23 were reviewed and signed off by the Internal auditor. VAT totalling £4,715 has been reclaimed. A recommendation was made regarding a review of Risk Assessments required. The Clerk and Cllr Matthissen are to begin working on the budget for 24/25.
- 23.170 Planning Report:** Received and Noted
- a. **NOTED:** New applications and decisions. The Clerk is to suggest to the case officer that a condition be written into the approval for SDNP/23/03943/HOUS noting that the extension cannot be used as a separate dwelling and must remain ancillary to the main house.
 - b. **NOTED:** The current open and closed enforcement cases were noted.
 - c. **DEFERRED:** The Parish Priority Statement is deferred whilst the flexibility on the closing date is explored. Cllr Melson to follow up.
 - d. **NOTED:** A meeting has been scheduled for 20th October at the school with Headteacher Mr Dampier, District Cllr Danny Lee and WCC Public Protection Lead David Ingram. The Clerk has been invited to attend and will feedback outcomes and actions to the PC.
- 23.171 Green Spaces Report:** Verbal report Noted.
- a. **Recreation Ground:** Quotes are to be sought for maintenance of all open spaces by one contractor. The additional cost of regular mowing of the church yard is to be included, and if taken forward would be met by the PCC. The Clerk and Cllr Richardson to work on this.
 - b. **Pavilion:** Cllr Dennington is to provide quotes for storage at the pavilion and for an improved outside area. The lease is to be checked regarding use of barbeques by hirers.

c. Cemetery: Additional yew trees have been planted with the support of the Allotment holders and a further 22 yew trees are required.

PROPOSED: Councillor Smith **SECONDED:** Councillor Richardson

This expenditure was agreed to come from the Cemetery budget. The Cemetery Custodian has reported damage to the slate grave markers by the contractor. The **Clerk** is to instruct the garden mole removal company to visit the cemetery and provide treatment.

d. Garden of Reflection: Volunteers are needed to help keep the Garden of Reflection clear of sycamore leaves.

23.172 Highways Report: Verbal report Noted. The **Clerk** is to provide details of the company that moves the SLR and downloads the data for Shedfield Parish Council to Cllr Smith. The **Clerk** is to schedule a landowners meeting to be set up for November. **Cllr Smith** is to liaise with Mr Dampier, Droxford Junior School, to discuss road safety issues. The drain by the old Post Office has been reported to HCC Highways. Cllr Wallace is to provide additional information on the 20 mph advisory signs that Cheriton Parish Council have installed.

a. Village Gates: **Cllr Smith** is in discussion with HCC Highways and will present their proposal at the November meeting.

b. Footpaths and RoW: **Cllr Richardson** is to liaise with the previous Footpath Warden for a handover.

c. Lengthsmen: The **Clerk** is to send details of the Lengthsmen scheme to Cllr Richardson. The next visit by the Lengthsmen will be 30th November.

23.173 Sustainable Droxford Report: The Greening Campaign is seeking a further 12 communities to sign up and may have funding available. It was agreed that **Cllrs Melson** and **Hawkesford** would consider this as an option for Sustainable Droxford. Saturday 4th November will be the date for the Autumn litter pick around Droxford. The **Clerk** is to advertise this and liaise with Wilfrid's Café on provision of refreshments to volunteers.

23.174 Correspondence received:

a. NOTED: Email re. Scout Hut/Montessori from S Jenkins. Item discussed under 23.162 (Public Session) **Clerk** to respond.

b. NOTED: Letter re. fundraising from Naomi's House. A total of £59.11 was raised as a by-product of the Toy Swap.

c. REJECTED: Email re. HIOWAA Clothing bank enquiry. It was felt that the addition of a clothing bank on the Village Green would not be an enhancement to the village. Consideration was given to other areas, but as there is already one in existence at the Fire Station, it was felt that a further clothing bank would not be well served in Droxford. **Clerk** to respond to email.

23.177 Agenda Items for next Full Council meeting

23.178 Date of the next meeting: 6.00pm Thursday 16th November 2023, Droxford Village Hall