

## DROXFORD PARISH COUNCIL

Minutes of Droxford Parish Council meeting held at  
6.00 pm Thursday 21 May 2020

**PRESENT:** Mark Dennington, Max Ford, Chris Horn, Colin Matthissen, Janet Melson, Di Shepherd.  
**IN ATTENDANCE:** County Cllr Roger Huxstep, District Cllr Vicki Weston, Rosemary Hoile – Clerk  
**PUBLIC PRESENT** None

**20.1 Apologies for absence.** District Councillor Pearson.

**20.2 Declarations of disclosable pecuniary and non-pecuniary interest.** None

### **20.3 Minutes - RESOLVED:**

The minutes of the Parish Council meeting held on Thursday 23 April were approved as a true and accurate record.

### **20.4 Chair's Report:**

The Chair confirmed that residents had voluntarily cleared the Midlington road pavement and had been formally thanked. The telephone kiosk, complete with new glazing and signage had resumed for book swapping. Cllr Ford was thanked for clearing the area to enhance the area adjacent to the bus shelter.

#### **Covid – 19**

The Council are grateful for regular HCC and WCC bulletins from the County and District Councillors, enabling the parish website to be uploaded with the latest guidance.

#### **Water leak:**

A suspected leak from the supply to the Pavilion has not been resolved following close monitoring of use, with allotmenters' co-operation, since the Portsmouth Water engineer's visit in the first week of April. The Chair tabled a resolution to approve cancellation of the Council's direct debit. The Council approved cancellation of the direct debit with Castle Water. The re-positioning of the dog bin to the bottom of Mill Lane appears to have resulted in significant use and fewer inappropriately abandoned plastic bags.

#### **Play Inspection Report:**

The Green Spaces Working Group met at the Play Area to list the repairs according to priority flagged in the Report. A programme of work will be undertaken over the coming months while use is restricted.

### **20.5 Public Forum**

20.5.1 No members of the public declared present.

20.5.2 County and District Councillors' reports:

County Councillor Huxstep's full report is on the council website, he will look into why only one person is allowed in each car when two people ( from the same household) could unload a car more quickly to speed up the process, thereby reduce queues at the county household waste & recycling centres. Cllr Huxstep drew attention to the chat line for young people 11-19 in need of mental health support and parents seeking online guidance for their childrens' online activity.

District Cllr Weston's full report is on the website. Enforcement continues to be an ongoing problem.

## 20.6 Planning

20.6.1 New planning applications - None

20.6.2 Enforcement case, new – None.

The Council had not received any updates regarding extant cases 18/00346/BLEG Hill Farm Orchards, 19/00105/BCOND Hill Farm Orchards. POST-MEETING NOTE – Cllr Weston advised raising it with the portfolio holder

## 20.7 Finance

20.7.1 **RESOLVED:** to approve payment of accounts listed in Appendix B.

20.7.2 **RESOLVED:** to endorse HCC approved scheme to install timber bollards on the pavement in front of the bus shelter, notice board and kiosk. Cost £2121.70 plus VAT £422.30

Cllr Ford had sought and received quotations from 2 Hampshire Highways approved contractors. A further quote required further details. The Council approved Cllr Ford seeking clarity on the third quote and authorised him to then appoint a compliant contractor.

**ACTION - MF to forward details for the Clerk raise a purchase order for the works.**

20.7.3 **RESOLVED:** To approve a donation of £61 to pay for leaflets in support of Neighbourhood Watch. **ACTION - Clerk**

20.7.4 **DEFERRED:** Costs of repairs to Zipwire runway are being sought. Awaiting quotations.

**ACTION - Clerk**

20.7.5 **RESOLVED:** To approve purchase 2 tons of topsoil for £100 plus ££20 VAT and grass seed.

20.7.6 **DEFERRED:** Proposed access to Cemetery via permissive paths. Awaiting quotations.

## 20.8 Working Group reports

### 20.8.1 Green Open Spaces:

Damaged tree bough overhanging the allotments:

The tree surgeon's report arrived during the meeting therefore members were unable to consider the detail. The poplar tree next to the old stable in the adjacent field had shed a large limb and requires urgent attention. Tree surgeons will be required to work from a hydraulic platform due to the size and location of the limb. Raising the canopy of the neighbouring trees will be carried out at the same time. The boundary line between the allotment gardens and the neighbouring property has not been registered with Land Registry. Discussions are ongoing with the neighbouring landowner.

**ACTION – JM, DS, Clerk**

Cricket outer field: Re-instatement of 2 bonfire craters.

Cllr Shepherd had circulated an update of her report of the meeting held on 3 May with members of Droxford Cricket Club to confirm that EMS are responsible for cutting grass in the play area and along the strips adjacent to the zip wire and table tennis table, and nothing else. The Parish Council are extremely grateful to members for providing labour and machinery to re-instate the craters. The club will be informed when delivery of soil and grass seed is due.

**ACTION - Clerk**

Water leak.

The ongoing issue between the water supplier and the PC remains unresolved. The PC will continue to monitor usage and pressure.

**ACTION: - JM**

### 20.8.2 Footpaths & ROW

The Chair has spoken to the landowner of the field between Northend Lane and the Cemetery. Costs to install steps from the grass verge bordering the Townsend development on A32, which will need to meet strict health and safety standards for access/egress on to a main road to the top of the bank and into the cemetery are being sought.

**ACTION – MD to forward estimates to the Clerk**

### **20.8.3 Roads & Highways**

Cllr Dennington will provide a schedule of works for the tender document. The structural engineer had amended the specification for areas of substructure to eliminate over-engineering to reduce the anticipated cost to circa £70K.

#### **ACTIONS –**

**MD** to forward specification, programme of work and shortlist of contractors to the Clerk. To advise a date by which the bid should be received.

**Clerk** to issue tender documents.

**MF and JM** to agree tender opening process while there are restrictions governing public assembly due to Covid-19.

### **20.9 Items for the next agenda.**

Resurfacing the Square - To review revised drawings and specifications. **Lead - MD**

The Pavilion – to confirm event insurance cover. **Lead - CH**

The Pavilion – to draft an occasional hire agreement. **Lead - MF**

### **20.10 Date of next meeting.**

The next Parish Council meeting will be held virtually via Zoom at 6.00pm on Thursday 18 June 2020 unless Government restrictions governing public assembly during the Covid-19 pandemic lockdown are lifted.

Signed.....Date.....