

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 12TH APRIL 2018

Present: Mrs. Blackman (Chairman), Mr. Bealing, Mr. Crafer, Mr. Ellison, Mr. Hewitt, Dr. Johnstone, Mr. Law, Mr. Startin and Ms. Tofts. 3 members of the public attended the meeting.

Public Session

First, Mrs. Anna Exley who is a resident of Dell Farm, spoke about concerns with traffic speed and volume along the B3400. She stated that there has been a rise in commercial vehicles and larger lorries, using the road to access the A34 and A303. She also expressed concern that there were not enough 30mph road signs and that she had asked for speed cameras to be installed. She wanted to know how the Parish Council would support the residents.

Ms. Tofts responded that anecdotal evidence would not influence the County Council's decisions about the speed limit – accurate statistical data needed to be supplied. The Highways Working Party have been researching the most suitable Speed Indicator Device to purchase. Ms. Tofts also confirmed that the area Mrs. Exley is referring to would be the first one to be monitored by the SID once it is purchased. Mrs. Exley asked when that would be, and Ms. Tofts advised that while it would be as soon as possible it was vital to get confirmation from HCC and the police that the data provided by the machine would be suitable for them to use and collate.

Then, Mrs. Helen Miller from The Gap Youth club run by St. Leonard's Church spoke about the club. The Parish Council had donated half the proceeds from the 2017 Carols at the Pond to the group, and Mrs. Miller thanked the Parish for the funds. The group came about as a result of a Parish Mission Action Plan which identified that the youth age group was very poorly represented in the activities of the Church, and also that while at one time almost all Oakley children leaving Junior school went to Cranbourne, now they were separated and went to different schools – therefore creating a 'GAP'. The group meets once a month, and at the last meeting almost 70 young people attended. There were initially 8 volunteers, and a further 8 have just been recruited.

1. Apologies for Absence

Apologies were received from Mr. Bullions, Mr. Parry and from Mrs. Taylor (Borough Councillor.)

2. Co-option of New Councillor

The clerk informed members that the vacancy created by the resignation of Mrs. Gavin had been notified to the Borough and that the Electoral Services team would notify her if an election was called. Mr. David Leslie applied for co-option to the Parish Council to fill the vacancy from when Mrs. Foster-Key resigned, and it was proposed by Ms. Tofts and seconded by Mr. Bealing, and agreed by all members, that Mr. Leslie be co-opted. All members welcomed him and introduced themselves.

3. Minutes of the Meeting held on 8th March 2018

The minutes had been circulated to all members in advance and were agreed to be an accurate record of the meeting, and the chairman signed the minutes.

4. Notices, Circulars and Correspondence

- a) Report from BDAPTC meeting** was issued to all members prior to the meeting. Mr. Ellison asked for clarification about the decision not to impose CIL contributions on the Manydown development and Ms. Tofts confirmed that it was the decision of the Inspector and not of the Borough or County Council.
- b) Verbal report from Oakley Cricket Club Open Weekend:** the chairman and the clerk attended the Cricket Club on Sunday 25th March. The NatWest Ground Force volunteers together with other volunteers had done a huge amount of work at the club on the Saturday including building a new fence, laying a wooden floor in the clubhouse and painting fences around the pavilion. It was agreed that the club wanted to include the residents in more of their activities but the lack of a safe walking route to the site made that difficult. However, the footpath to the south of the railway line, coming out into Trenchards Lane, could be the best route and the clerk will provide footpath maps to the club for them to distribute.
- c) Report from Parish Liaison Meeting:** the clerk attended the meeting and issued her report in advance of the meeting. Mr. Ellison commented that in the absence of final confirmation about GDPR and its implications for Parish Councils, work should be kept to a minimum. The clerk confirmed that she had prepared a data audit, of what data the PC held on third parties which was the first stage of the process but had not gone any further as yet.
- d) Village Agents:** the clerk confirmed that a Village Agent from Overton will attend the June meeting to talk about what they do. Two matters in April have been forwarded to them by the clerk – assistance with a benefit claim, and help with a gentleman who has gone into care but whose house still has lights on permanently creating a potential fire risk.
- e) Oakley Hall Meeting:** Mr. Law, the chairman and the clerk have been invited to attend the official opening of the Garden Pavilion on May 10th.

5. Clerk Report

The clerk had distributed her report to all members in advance of the meeting. Mr. Ellison commented that the remarks made about the skate park being unsafe were not correct and that he and the clerk had visited the site to check the equipment. The clerk also advised members that after she had sent out the report a resident had posted comments on Spotted Oakley about the littering, the use of drugs, and the evidence of young people drinking alcohol in the park. The clerk had replied and asked the police and CSPO to make extra patrols.

6. Planning Matters

The minutes of the Planning meeting held on 5th April were circulated to all members and there were no comments or queries.

Avon Road play area: the clerk informed members that she had written to SGN and to the resident of 16 Avon Road, and that works had ceased and she had received an apology from SGN's lawyers for their apparent lack of due diligence. She and the handyman visited 16 Avon Road in April and agreed with the house-owner that the fencing taken down must be replaced at no cost to the Parish, and then the handyman would trim back any overhanging vegetation.

7. Oakley Annual Parish Meeting

Ms. Tofts, Dr. Johnstone, Mr. Bealing, Mr. Law and Mr. Bullions have all confirmed that they will not be able to attend the meeting on 2nd May. Ms. Tofts and Mrs. Blackman will arrange for the flyers to be made ready for distribution to the volunteers. The clerk will prepare the final agenda for approval. Mr. Startin asked for confirmation of the timings and it was agreed that members should be at the school for 7pm. As the clerk will be greeting residents and taking names etc, councillors will need to make refreshments and it was agreed that the crockery from the WI should be used (if the WI are happy to lend them) and that the clerk should take them home and wash them as there are no dishwasher facilities at the school for hirers.

8. Working Party Reports

The clerk reminded members that she had sent out a working party schedule for members to indicate which WPs they would like to be part of for the coming year.

The clerk issued a report of the meeting to discuss the internal and external communications issues that Ms. Tofts had raised at the February meeting. It was agreed that external communications should be covered by the existing Social Media policy. Mr. Ellison commented that all members should ensure that they do comply with the policy and the clerk will re-issue the document to all members.

a) Burials and Churchyards

- i) Working party report:** the report was circulated prior to the meeting. The clerk was asked to request Mr. Warner to attend the next WP meeting on 28th April at 9am.
- ii) Churchyard Walls:** the clerk has contacted a company who work with historic buildings and are familiar with the quinquennial reports and the architects at the Diocese. She has given permission for the company to contact the Diocese so that they can see the full report.

b) Environment

- i) Working Party Report** was issued to all members in advance of the meeting. Approval was requested for the swapping of the metal kissing gate currently stored at the rear of the church in Deane, with a wooden one supplied by HCC. All members approved. Approval was also sought for the WP to contact Mr. Gosling to get a quote to clear the area in Kings Orchard where the wild flower seeds from Kew Gardens will be sown, and all members agreed.
- ii) Lengthsman Scheme:** Ms. Tofts had prepared a schedule of possible works that the lengthsman could undertake for the Parish, and Mr. Ellison requested it be changed to make it clear it was a draft. Also, Ms. Tofts had written an article for inclusion on Spotted Oakley and in Link and Mr. Ellison asked that it be changed to remove the option for residents to contact the clerk if they had suggestions for further tasks the lengthsman could undertake.
- iii) Ashe Park Estate footpaths:** the clerk had distributed a copy of the HCC notice, and the maps. It was agreed that this was an HCC matter and that the PC should not become involved in what could be a contentious issue.

c) **Finance**

- i) **Approval of Payments:** it was proposed by Ms. Tofts and seconded by Mr. Startin and approved by all members that the following payments be approved:

Payee	Amount	Service	Status
NEST	37.83	Clerk Pension March	Paid DD
EE and T Mobile	18.13	Clerk mobile phone	Paid DD
BT	58.34	March Landline	Paid DD
HMRC	511.71	March Contributions	Paid EFT
BDBC	304.50	March Grounds Maintenance	Unpaid EFT
M Bastick	156.00	Handyman Hours	Unpaid EFT
M Bastick	47.25	Handyman Expenses	Unpaid EFT
T Harrington	167.44	March Cleaning	Unpaid EFT
Larkstel	2,268.00	March Grounds Maintenance	Unpaid EFT
Nigel Jeffries	582.79	March Grounds Maintenance	Unpaid EFT
S W Contract Services	360.00	Cremation Plots	Unpaid EFT
Hampshire Playing Fields Association (HPFA)	40.00	Annual subscription	Unpaid
John Dollin Ltd	139.00	Printing of flyers	Unpaid
N Goodyear	57.60	Allotment water supply repairs	Unpaid
Hampshire County Council	40.00	Hire of School 18 th May	Unpaid
W G Shenton	156.00	Service to NF boilers	Unpaid
HALC	951.00	Annual subscription	Unpaid
G Hewitt	25.75	Expenses	Unpaid

- ii) **Approvers:** Mr. Startin and Ms. Tofts agreed to approve the electronic payments.
- iii) **Landscaping:** Mr. Ellison commented that Nigel Jeffries the landscapers needed to improve the area outside The Vale shops as it was looking very untidy and overgrown and the clerk agreed to contact them immediately.
- iv) **HPFA:** Mr. Ellison commented that the subscription for HPFA was very good value for money and that the advice they could provide was extremely useful.
- v) **Audit:** the clerk asked Mr. Startin and Mrs. Blackman for available dates for a meeting to discuss the amended requirements and new forms to be completed for the annual Audit. She also requested permission to contact the auditors to change the submission date from 11th June to 20th June and this was agreed.

d) **Highways and Transport**

- i) **Working Party report** was issued to all members in advance of the meeting. Approval was requested for the Working Party to contact the police and HCC to confirm what data would be acceptable, to inform the decision about which SID to purchase. All members agreed. Also, permission was sought to contact North Waltham PC to see if the two parishes could work together on Speedwatch, and all members agreed.

e) **Parish Council Governance**

- i) **Report from meeting with Borough Councillors:** the clerk had circulated the report prior to the meeting and there were no comments, other than Mr. Ellison's that putting in a raised walkway under the Oakley Lane bridge seemed impractical as the pedestrian would still get soaked from any passing vehicles as the pavement was so narrow.
- ii) **HALC membership document:** the clerk explained the background to the issuance of the document – that when HALC became a company in 2009 the Memorandum and Articles mentioned the issuance of a membership document to each member, but this had never been done. All members agreed to accept the document and the clerk will notify HALC of the minute reference.

f) **Publicity and Events**

- i) **Verbal Working Party report:** Mrs. Blackman informed members that as Reverend Jeremy Vaughn was retiring, the WP had identified four potential clergy to lead the Remembrance Service, and that Mr. Burgess had arranged for a member of the RAF to lay the wreath on behalf of the Armed Services to commemorate the 100th anniversary of the RAF in 2018. Ms. Tofts asked if the Parish Council would be sending a letter to Jeremy thanking him for all the contribution he had made to the village during his tenure and this was agreed.
- ii) **MP Visit to Oakley, 18th May:** it was agreed that the clerk could put a 'hold the date' note on Spotted Oakley to publicise the meeting, and that the report of the PC meeting that is sent to Link would also include a mention of the meeting. The clerk asked all members to suggest questions to ask Mr. Malthouse and send them to her as soon as possible.

g) **Sports and Play Areas**

- i) **Summary of facilities managed by O&DPC:** Mr. Ellison issued a report listing the facilities that the PC manages, including pitch sizes, who plays and when, and is a comprehensive source of information. Mrs. Blackman thanked Mr. Ellison for producing the report ahead of schedule.
- ii) **End of Football Season:** the football season is drawing to a close and from 1st May cricket will re-commence at Newfound. Mr. Ellison, Mr. Parry and the clerk will be having a meeting with OYFC on Monday 23rd April, and Mr. Ellison and the clerk will meet with NWFC on Monday 16th April. There will also be a meeting with Colin Galliford our grounds manager, to ensure a smooth transition at Newfound from football to cricket.

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

- i) **Andover Road Village Hall** – nothing to report
- ii) **East Oakley Village Hall** – nothing to report
- iii) **Jubiloaks and Woodlands Group-** Ms. Tofts will attend the Jubiloaks management meeting on 17th April but will not be able to attend the AGM in May, so will circulate the date to members so the PC can be represented.

- iv) **Village Show Committee** – a report was circulated in advance of the meeting and there were no comments or queries
- v) **OCA** – a report was issued prior to the meeting and there were no comments

10. Confidential Items

RESOLVED: that owing to the confidential nature of the business to be transacted, the public and press be excluded from the remainder of the meeting.

11. **The date of the next meeting** was agreed to be 10th May 2018.