

Minutes of Nether Wallop Parish Council Annual Meeting held at 7.15 pm.

on Monday 14th November 2022 in the Village Hall, Nether Wallop.

- 6492 Present at the meeting:** Cllrs Whitaker, Sangster, Cotterell, Graves and Bedford.
- 6493 In Attendance:** Mrs G Foster, Parish Clerk, and 2 members of the public.
- 6494 Welcome:** The Chairman opened the meeting and welcomed everyone.
- 6495 Apologies for absence:** Cllr Carpenter and HCC Cllr Drew had sent their apologies.
- 6496 Declarations of Interests for items on the agenda, changes in Register of Interests, Requests for dispensations.** Cllr Whitaker declared an interest in item 20 in case her husband was asked to supply wines.
- 6497 To receive reports from HCC & TVBC - Cllr D Drew & Cllr I Jeffrey:** Cllrs had been forwarded the reports from Cllr David Drew.
- 6498 Points from the Floor:** A resident stated they were hoping to have received some information regarding the routes of the street cleaning lorries from Cllr Jeffrey. This would be mentioned at the next meeting.
- 6499 To consider planning applications and agree comments to be sent to Borough Council:**
- 6500** 22/02880/LBWN – no comment - Unanimous
- 6501** 22/02859/TREEN – no comment - Unanimous
- 6502** 22/02722/REJN – SUPPORT - Unanimous
- 6503** 22/02606/TREEN – not discussed as a decision has already been made.
- 6504** 22/02584/FULLN – no comment - Unanimous
- 6505** The comments would be forwarded to the Borough Council. **Action: Clerk.**
- 6506 To approve the Minutes of the previous Full Council meeting on 10th October 2022:** The draft minutes had been posted on the website and it was **RESOLVED:** Unanimously, to approve them. The Chairman signed the minutes.
- 6507 To approve Bank Reconciliation, Payments, Receipts, & Budget as available on the website. (6th October to 9th November):** All reports had been posted on the Council’s website prior to the meeting. The Bank account as of 9th November showed a balance of £124,099.07.
- 6508** It was **RESOLVED:** Unanimously, to approve all the financial reports including the payments and receipts as below. Payments:

Transaction no.	Counterparty	Cost	Net	VAT	Total
135	Wickes	onduline for pavilion	£ 1,617.50	£ 323.50	£ 1,941.00
136	Wickes	nails for pavilion	£ 120.00	£ 24.00	£ 144.00
137	Octopus	Electricity - Pavilion	£ 105.95	£ 5.30	£ 111.25
138	Octopus	Electricity - Village Green	£ 12.65	£ 0.63	£ 13.28
139	Octopus	Electricity - Village Hall	£ 131.38	£ 6.57	£ 137.95
140	Lockrite	Notice board VG	£ 120.00	£ -	£ 120.00
141	Moviola	Film night october	£ 84.29	£ 15.86	£ 100.15
142	Test Valley School	Grant 2 x £25	£ 50.00	£ -	£ 50.00
143	Kevin Willey	Electricity surveys	£ 480.00	£ -	£ 480.00
144	Test Valley Borough Council	Premises licence	£ 70.00	£ -	£ 70.00
145	Mark Ayers	VH Decorating	£ 3,320.00	£ -	£ 3,320.00
146	P G Hibdige	VH Dishwasher	£ 50.00	£ 10.00	£ 60.00
147	HALC	Annual Conf - JC	£ 80.00	£ 16.00	£ 96.00
148	Sparkles	Cleaning October	£ 55.50	£ 11.10	£ 66.60
149	Andover Skip Hire	Skip	£ 199.50	£ 39.90	£ 239.40
		Total	£ 8,142.70	£ 502.50	£ 8,645.20

6509 Receipts that had been received were noted as below:

Transaction no.	Counterparty	Cost	Net	VAT	Total
111	VH - 034 Pilates	Hall hire	£ 16.00	£ -	£ 16.00
112	VH - 035 Quiz Night	Hall hire	£ 12.00	£ -	£ 12.00
113	VH - 036 Village Resident	Hall hire	£ 19.00	£ -	£ 19.00
114	VH - 037 Roving supper	Hall hire	£ 16.00	£ -	£ 16.00

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115	n/a	Test Valley BC	CIL - 18/01670/FULLN	£ 12,626.44	£ -	£ 12,626.44
118	PC - 06	NWSC	Donation	£ 1,540.00	£ -	£ 1,540.00
119	PC - 07	Village Resident	Donation	£ 200.00	£ -	£ 200.00
120	FN - 004	Film Night	Movie night income	£ 119.00	£ -	£ 119.00
121	T - 028	Various Tennis	Tennis refund	-£ 11.00	£ -	-£ 11.00
122	VH - 038	Bridge Club	Hall hire	£ 20.00	£ -	£ 20.00
123	T - 029	Various Tennis	Tennis Court bulk bookings	£ 40.00	£ -	£ 40.00
124	T - 030	Various Tennis	Tennis Court bulk bookings	£ 40.00	£ -	£ 40.00
125	T - 031	Various Tennis	Tennis Court bulk bookings	£ 40.00	£ -	£ 40.00
		Total		£14,677.44	£-	£14,677.44

- 6510 To note acceptance & conditions for the TVBC CAF Grant (£25,000):** Councillors noted with grateful thanks that they had been awarded the highest amount the grant scheme offered and thanked the Clerk for her efforts in making the application. It was **RESOLVED:** that the Chairman would sign the forms after the meeting. **Action: Clerk & Chairman.**
- 6511 To review the budget and to suggest projects for the next financial year:** The RFO had prepared a provisional budget for discussion. It included estimated uplifts on expenditure due to the rising cost of living, and other budget headings had been pared back in attempt to minimize the impact. This had resulted in an expected increase to the precept of £1,760 or 4%, which was not acceptable to the council. The budget would be scrutinized and discussed in morth depth at the December meeting. Provision had also not yet been made for the Lengthsman extra hours. CIL funds of £12,626 had been received and allocated against the Safe Travel cost centre. It was agreed that this was appropriate for the time being. The unspent £450 in cost code 4651, would be rolled forward to the next financial year at year end.
- 6512** Councillors were asked if any other new projects were proposed. It was heard that the residents who had reroofed the pavilion, were keen to paint it as well. It was felt this cost could be covered by reserves without a budget line being created. No further decisions were made regarding the 22/23 budget, but councillors noted that if the precept were not to be increased, that some services or costs would need to be cut. It was **RESOLVED:** that councillors would review the budget again privately, ready for the December meeting. **Action: All.**
- 6513 To approve the Village Hall WG costs & recommendations:** The Fire Alarm inspection report had recommended that a separate Fire Risk Assessment be carried out. It was **RESOLVED:** That a company would be approached to obtain an estimate. **Action: Clerk.**
- 6514** The service hatch from the kitchen to the hall had failed the alarm test, and the electrician had also taken a look to see if he could repair it. The suppliers of the shutter had been contacted and a call out charge of £350 had been given. This was approved so that the shutter could be serviced and repaired as fast as possible. **Action: Clerk.**
- 6515 To consider a Grant Application from Victim Support:** The application was reviewed and refused as it did not meet all the requirements of the Grant Policy. **Action: Clerk.**
- 6516 To consider a Grant Application from Test Valley School:** It was **RESOLVED:** to donate 2 x £25 prizes for students. No Councillors were available to attend the prizegiving ceremony. **Action: Clerk.**
- 6517 To consider costs of joining the Greening campaign:** The conditions for joining the project included requirements to send out printed cards to all residences, which had a cost that had not been anticipated previously. It was **RESOLVED:** unanimously, to postpone joining the campaign this year. A short article would be prepared for the pump email. **Action: Cllr Cotterell.**
- 6518 To note progress on the Resilience Plan:** Councillor Sangster advised that not much work had taken place on the plan this month.
- 6519 To consider the use of Metal Detectors on Council land:** Councillors felt that permission could be given to those who acted responsibly and followed a “Do’s and Don’ts” schedule. The requestor would be asked to fill in a Risk Assessment form and the council’s insurers would be asked for comment. Upon receipt of satisfactory responses from both parties, a permit would be given for 1 year starting on 1st January. **Action: Clerk.**
- 6520 To review the council’s policies and procedures:** None were ready for review this month.

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- 6521 To review Risk Assessments (RA) and decide on Actions and cost:** None were ready for review this month.
- 6522 To approve the Carols on the Green event for Friday 16th December:** Councillors were asked if they were willing to accept:
- a) All Risks of the event, and the proposed Supervisor in charge of the Event.
 - b) That the event will take place on the Village Green.
- The above two questions were unanimously approved, subject to the following being received by the Clerk by latest 30th November 2022:
- A. Risk Assessments from the Village Green Tents Team for:
 - i. Erecting the Tents/Marquees.
 - ii. Use of the Tents/Marquees.
 - iii. Taking down of the Tents/Marquees.
 - B. Volunteer SIGN UP sheets being received from Carols on the Green Team and The Marquee/Tents team.
- Action: Cllrs Whitaker and Bedford.**
- 6523 To approve the costs for refreshments for the December budget setting meeting:** Councillors would bring tea/coffee and milk themselves. Trout Wines would supply some red/white wine on a sale/return basis. Costs for this were unanimously approved. A short article would be sent to the Parish Magazine to publicise the meeting.
Action: Cllr Whitaker.
- 6524 To note the resignation of the Council's auditor and to appoint a new auditor for the half year Audit later in the month:** Councillors had reviewed the back up paper which cited the auditor's reason for resignation. Quotes had been received from two other auditors. It was **RESOLVED:** to appoint Mulberry & Co, as they were able to perform the half year audit at very short notice. **Action: Clerk.**
- 6525 To consider the setup of a Warm Hub for the parish:** Councillors were not persuaded of current need, but felt it should be reviewed when the temperature dropped significantly. The provision of food / drinks was felt to be unnecessary as attendees may prefer to bring their own, and any food provision would require hygiene compliance. In the meantime, all those that had volunteered to help would be contacted again and asked if they would consider opening / closing the hall at 9.30 and 14.30 each day. **Action: Clerk.**
- 6526 To note work done by volunteers on the Rill on 14th and 15th October:** The Chairman expressed thanks to volunteers who had undertaken some hard work on behalf of the parish to tidy the area next to the Village Green.
- 6527 To note the date of a presentation to be given to the Village Green Working Group and Tents Team Volunteers:** a presentation had been put together combining verbal and written advice from the Council's insurers **and explained by Risk Assessments and sign in forms were required for events and activities. The presentation would be given by Cllr Bedford and Cllr Whitaker.** The WG had been asked when would be convenient, and a response was awaited.
- 6528** The Working Group had asked if an account for fuel could be set up at Pinchbeck's. It was **RESOLVED:** unanimously that Pinchbeck's would be asked. **Action: Cllr Whitaker.** The new auditor would be consulted.
Action: Clerk.
- 6529** A draft website page for booking of Tents had been compiled, in order to comply with the requirement that all residents had the means to contact the council to enquire about booking the marquees. Councillors noted that amendments would need to be made to correct the dummy information, but approved the draft page in principle. It was noted that all bookings would be viewable on a calendar similar to those used by the football and tennis bookings. The suggested process was also approved in principle. The page and process would be updated after the presentation to the VGWG. **Action: Clerk.**
- 6530 To consider proposals for Parish Coronation Events:** A resident had asked if a street party could again be organized in the High Street. Councillors had noted that insurance was no longer required by the government for road closures and that private individuals could arrange street parties. Information can be found on the government website. <https://www.gov.uk/government/get-involved/take-part/organise-a-street-party> The council would organise a party at the playing fields on the Monday 8th May, and the juggler and circus skills workshop

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would be rebooked with a fire juggling show. **Action: Clerk.** The organizers of the May Fayre would be asked if they would help with other arrangements. **Action: Cllr Whitaker.**

- 6531 To note the Clerk’s report and decide on actions:** A meeting with a health and safety expert had been arranged and would take place on 17th November prior to meeting with the VGWG.
- 6532** The Clerk resigned from the Parish Council as of the 14th November, due to being offered a position at a Town Council. A recent, and unfounded personal attack from a resident has made the decision to leave very easy. Despite some negative aspects of the role, the Clerk has found the Councillors a pleasure to work with, and would congratulate them on being so dedicated to the Parish and supporting the Clerk in her role.
- 6533** Councillors approved the cost of £211+ VAT for advertising the role with SLCC for 2 weeks. SLCC and HALC had been asked for any locum clerk’s details and the usual hourly rates. Councillors would be updated with responses as soon as they came in. **Action: Clerk.**
- 6534** The Chairman asked the Clerk to note how immensely grateful the council were for her efforts over the last four year and that they were very sad to let her go.
- 6535 To review reports received from Councillors & approve any cost implications:**
- 6536 Safe Travel WG:** the gates for installation at Salisbury Lane were being ordered by HCC.
- 6537 Playing Fields:** one of the football teams had asked if the price for a match could be reduced as alternative cheaper pitches were available not too far away. It had been discovered that over 40% of the team lived in the Wallops, and therefore Councillors felt a discount was appropriate for local people. It was agreed to discount the cost of the pitch hire by 50% provided that the home team was made up of at least 40% of people from the Wallops. Invoices would be adjusted. **Action: Clerk.**
- 6538 Village Hall:** Some snagging items had been reported to the decorator and a date for them to be completed was being arranged.
- 6539 Wallops Parish Hall:** Another councillor from Nether Wallop was needed to join the joint committee. Cllr Bedford volunteered and was unanimously supported.
- 6540 Matters raised by councillors for noting or adding to next month’s agenda:** None.
- 6541 Points from the floor:** A member of the public expressed her sadness at the news that the Clerk was leaving and thought most residents wouldn’t realise how much of an asset had been lost.
- 6542** Another member of the public expressed his frustration that the potholes and bank erosion at the entrance of Salisbury Lane was continually ignored by HCC. He asked if more pressure could be exerted by the parish council. Photos and descriptions of the problem would be forwarded to an officer at HCC by the Clerk.
- 6543 Date of next monthly meeting: Monday 12th December 2022, at 7.15.**
- 6544** The Chairman closed the meeting at 21.15 hrs.

**THESE ARE DRAFT MINUTES PRODUCED FOR REVIEW BY THE PARISH COUNCILLORS
PRIOR TO BEING APPROVED AT THE NEXT PARISH MEETING OF THE PARISH COUNCIL**

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