

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON FEBRUARY 10TH 2022

Present: Mr. Harding (Chairman), Mr. Adams, Mr. Bullions, Mr. Ellison, Mrs. Hayman, Mr. Rowley, Mr. Startin. Two members of the public, and Mrs. Meyer (deputy clerk) also attended.

1. Apologies for Absence

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

2. Co-option of New Members

Mr. Ellison proposed, and Mr. Adams seconded, that Mr Bealing be re-appointed as a member for East Oakley West. By show of hands, all members agreed and sent best wishes for a speedy recovery to Mr. Bealing. Mr. Bullions proposed, and Mr. Adams seconded, that Mr. Paler be co-opted as a member for East Oakley East. By show of hands, the majority of members agreed, with Mr. Rowley abstaining. Members welcomed Mr. Paler back to the council, where he served previously for Newfound ward.

3. Minutes of meeting held on 9th December 2021 and the Extraordinary meeting held on 13th January 2022

Minutes of the meetings, having been previously distributed to all members, were agreed to be accurate records of the meetings and the chairman signed the minutes.

4. Circulars and Correspondence

- a) **Public Transport Event 17th March:** Mr. Bullions will confirm before 23rd February if he can attend either physically or virtually; if not, Mr. Harding will join the virtual event.
- b) **BDAPTC meeting 1st March:** Mr. Rowley and Mrs. Hayman will attend to represent the Parish Council.
- c) **Letters of thanks from Men's Shed and Jubiloaks:** thank you letters from both groups have been received in response to the collections taken at Carols at the Pond.

5. Clerk and Deputy Clerk report

The clerk and deputy clerk had issued their report in advance and there were no questions. Mrs. Hayman asked the clerk to follow up with HCC about road markings/signage along Rectory Road.

The clerk and deputy clerk requested approval to investigate the costs of installing a motion sensor light at the entrance/exit to Newfound. All members agreed as this is a potential health and safety concern.

The clerk has been contacted by a company who provide Legionella testing, which has been done in several local parishes including Old Basing. Mr. Ellison explained that legionella testing had been discussed previously and was not necessary under the legislation at the time. Also, usage of showers at both pavilions is not high, and has been even less so under the COVID restrictions that have been in place over the majority of 2020 and 2021. However, all members approved that the clerk may consult with the company to investigate what services are provided, and at what cost, and bring this to the March meeting.

6. Planning Matters

- a) **Minutes of the Planning Meetings held in December, January and February** were circulated by the deputy clerk to all members. There were no comments or queries.
- b) **Summary of planning Applications and Decisions for December and January** was issued by the deputy clerk and there were no comments or queries.
- c) **Templates:** the deputy clerk had issued amended templates to committee members for review, and all were in favour of the changes.
- d) **Complaints re Planning Meeting on 2nd December:** the clerk advised that the Monitoring Officer had dismissed the complaints but that a new complaint had been received, which was under review from the Monitoring Officer.

7. Working Party Reports

ACTION LIST:

Items resolved: 2, 7,8,9,12,13,15,17.

All other items remain open and will be carried forward to March.

a. Burials and Churchyards

- a) Mr. Startin, Mrs. Hayman and Mr. Warner met at the church on 15th January. Various tree works were discussed, and the report sent to members outlined the work needed at the churchyard. Mr. Paler proposed, and Mr. Adams seconded, that the clerk liaises with the PCC to arrange approval from the Diocese and the LPA for works to be done. By show of hands, all members agreed.
- b) The clerk apologised that she had not obtained the information to ascertain the insurance liabilities for the Churchyard as to who is responsible for personal liability should injury occur, nor located the original documentation outlining the Parish's and PCC's responsibilities in the closed churchyard and will get these to the WP as soon as possible.

b. Environment

- a) The Working party had not issued a formal report, but Mr. Harding confirmed that he and the clerk had met with BDBC and Bewleys at the Canterbury Gardens proposed allotment site on January 12th. However, no further updates had been issued, and no works commenced by the time of the meeting in February.

c. Finance

- a) **Approval of Payments:** it was proposed by Mr. Ellison and seconded by Mr. Paler and agreed by all members by show of hands that the following payments be made:

Payee	Charge to Budget	Total Cost	Service	Status
NEST	116.06	116.06	Clerk Pension January	Paid DD
EE and T Mobile	32.00	38.40	Clerk/deputy mobile phone	Paid DD
HMRC	646.30	646.30	Dec Contributions	Unpaid EFT
Scofell	296.66	355.99	January Grounds Maintenance	Unpaid EFT
M Bastick	126.00	126.00	Handyman Hours January	Unpaid EFT
Larkstel Ltd	1783.00	2139.60	January Grounds Maintenance /marking out/bins	Unpaid EFT
Nigel Jeffries	587.92	705.50	January Grounds Maintenance	Unpaid EFT
BT	41.95	50.34	Office phone	Unpaid DD
T Harrington	209.39	209.39	Dec/Jan cleaning	Unpaid EFT
Guardwell	205.00	246.00	Annual service and Maintenance	Unpaid EFT
Jubiloaks	120.00	120.00	Donation re Carols at the Pond	Unpaid EFT
Vision ICT	216.00	259.20	Email hosting to Dec 2022	Unpaid EFT

It was further agreed that the payments made in January under the S101 delegations be ratified:

Payee	Charge to Budget	Total Cost	Service	Status
NEST	116.06	116.06	Clerk Pension December	Paid DD
EE and T Mobile	32.00	38.40	Clerk/deputy mobile phone	Paid DD
HMRC	662.30	662.30	Dec Contributions	Unpaid EFT
Scofell	296.66	355.99	December Grounds Maintenance	Unpaid EFT

M Bastick	273.00	273.00	Handyman Hours December	Unpaid EFT
Larkstel Ltd	2233.00	2679.60	December Grounds Maintenance /marking out/bins/power washing	Unpaid EFT
Nigel Jeffries	587.92	705.50	December Grounds Maintenance	Unpaid EFT
BT	41.95	50.34	Office phone	Unpaid DD
S Harding Exps	4.99	5.99	Fuses for SID	Unpaid EFT
National Allotment Society	55.00	66.00	Annual subscription	Unpaid EFT
Jubiloaks	120.00	120.00	Donation re Carols at the Pond	Unpaid EFT
Men's Shed	120.00	120.00	Donation re Carols at the Pond	Unpaid EFT

Mr. Harding and Mr. Startin approved the EFT payments for both January and February.

- b) **LIF Funding for the Pond:** the clerk confirmed that the final instalment of the LIF funding relating to the refurbishment of the pond had now been received.
- c) **PROW grant:** the clerk informed members that following a request from our County Councillor, the clerk had submitted a grant request to enable the purchase of equipment and attendance at a training course for an Oakley resident who volunteers for HCC maintaining Public Rights of Way. The Parish will not insure the equipment, nor will it appear on our asset register. The grant was received in advance of the purchases.
- d) **Grounds Maintenance Tenders:** four companies were contacted and all four returned completed documentation within the allotted period. The costs were similar to the previous quotes, which represents very good value for money for the Parish. Beach Park has been awarded to Archers, Peter Houseman football, Newfound Cricket and Football, churchyard and Burial ground and the Horticulture contract were awarded to Larkstel and the Gang Mowing to Scofell. The clerk will notify all tenderers of the decisions.

d. Highways and Transport

- a) **Speed Indicator Device:** Mr. Harding informed members that the Mrs. Hayman had prepared a letter to Smart Group Manufacturing Ltd, stating that unless a new working device was installed by 10th March, or the total payment amount returned to us, the Parish reserved the right to initiate legal proceedings. The clerk confirmed that the letter had been sent 'signed for' but had not had any response. As an example of the faulty output of the device, Mr. Harding explained that he had put the OTIS

system up opposite the Zoran system and while OTIS recorded approx. one thousand passing vehicles over the period, Zoran recorded just fifty.

e. IT/Governance

IT: A working party report was issued in advance of the meeting. Also, a draft Information and Communications Policy was circulated.

The introduction of .Gov.UK email addresses for the councillors is almost complete.

Governance: the clerk was asked to arrange a Strategy Day meeting, on a Saturday, preferably early in March. She will circulate dates, and contact St Leonard's to check availability of the Oakley Room.

f. Publicity and Events

Membership of the Working party: Mrs. McCullins was unable to attend the meeting so this will be carried forward to March.

Annual Parish Meeting: the clerk had contacted Oakley Junior School to check availability of the main hall. However, the hire terms have been changed, and heating must be paid for separately, plus cleaning is now the responsibility of the hirer. It was suggested that using either Andover Road Village Hall or the East Oakley Village Hall may be easier and would also support our village halls who have suffered financially during enforced periods of closure. The APM must be held before the AGM, which this year is 12th May. Suggestions for speakers to invite were Sparshott College (re duck feeding), Borough and County Councillors, Police and CSPO, Sustainable Overton, and Watership Down Health. Once the date is confirmed, the clerk will contact proposed speakers to arrange a timed agenda.

Update to Village Action Plan: back in 2011, a list of what residents wanted for the village was compiled, and it was proposed by Mr. Rowley that it is timely to revisit this and update it. He suggested an article in Link and an online survey. Members all agreed with the suggestions.

Jubilee events: OCA have requested use of the Peter Houseman ground for a village picnic on Friday 3rd June to celebrate the Jubilee. Members proposed to agree to this and to make no charge for the hire, all agreed by show of hands. Further, rather than hold a separate event, members expressed a wish to join with OCA in preparing and operating this celebration.

Village Show: it was agreed by show of hands by all members that a hamper be provided as a raffle prize, to a value not exceeding £65.00, to be paid for using the S137 powers.

g. Sports and Play areas

Mr. Ellison issued **a working party report** in advance of the meeting and there were no comments or queries.

The works to the tennis courts needs to be done before the spring when the usage increases. The clerk only received one quote for the works, although she had requested further quotes. It was proposed that Larkstel should do the work at their quoted price of £2000 (water for the bowsters to be provided from Newfound). Mr. Rowley proposed and Mr. Paler seconded that the works be approved, and by show of hands all members agreed.

The independent report from Play Inspections Ltd identified that the bark chipping depth at Beach Park be increased. Mr. Ellison has contacted both the Borough Council and Vitaplay Ltd to obtain advice on the volume to order (it is proposed to do the work in two instalments) and Mr. Adams proposed, Mr. Startin seconded, and all members by show of hands approved the request that the works be carried out asap.

The dates for the Annual six a side competition was agreed to be 28/29 May and as usual this will be held at Peter Houseman ground.

Members were asked to note that approval had been given to OCA for a Jubilee picnic on 3rd June at Peter Houseman and the field and pavilion will be provided free of charge for the event.

The clerk was asked to include in her Link report a request for anyone with experience of designing or using an adult fitness trail to contact her. It has long been a plan to include such equipment at Beach Park in the 'dog walking area' but funding has so far not been available via the S106 scheme. However, following the success of the LIF funding for the pond, it is intended to apply for a similar grant to enable a trail to be purchased (estimated costs are around £25,000-£30,000.00). It is also important that we have support from our three ward councillors so this will be on the agenda for our next Parish/Borough council meeting.

8. Reports from representatives to other organisations.

Andover Road Village Hall: nothing to report

East Oakley Village Hall: nothing to report

Jubiloaks/Woodlands Group: nothing to report.

Village Show Committee: the date of the show is August 13th, 2022, and there is a Royal theme for the event.

Oakley Community Association: Mr. Startin issued a report in advance of the meeting.

Community Kindness: nothing to report.

Oakley Support Network: nothing to report.

Love Oakley? Go Green: nothing to report

Policing: nothing to report

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 is March 10th, 2022,** format will be decided nearer to the time, subject to guidance.