



OAKLEY AND DEANE PARISH COUNCIL

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON SEPTEMBER 8TH 2022

Present: Mr. Harding (Chair), Mr. Adams, Mr. Aylmer, Mr Bullions, Mr. Ellison, Mrs. Hayman, Mr. Rowley, Mr. Startin and Mrs Wain. Mrs. Meyer (Deputy Clerk), Mrs. Beere (Clerk) and one member of the public also attended.

Shortly before the meeting was opened it was announced that Queen Elizabeth II of England, after reigning 70 years, had passed on Thursday 8th September. Out of respect following this announcement, the Chair Mr. Harding made the decision to briefly open the Parish Council meeting to address key business only and then close it, as we entered the start of ten days national mourning.

Public Session

The Parish Council and public attending observed a moment of reflection to mourn the passing of Queen Elizabeth II. The minute's silence was held on Thursday evening at 19:30. As our new King Charles III ascends to the throne, the Chair Mr. Harding expressed that our condolences and thoughts were with the Royal family at this time, on behalf of the Parish Council; God save and bless the King.

The Parish Council and public attending then observed a second moment of reflection to mourn the passing of our Councillor Laurence Bealing, who sadly passed in late August following a period of ill health. The minute's silence was held on Thursday evening at 19:32. The Chair Mr. Harding expressed his condolences both personally and on behalf of the Parish Council to Mr Bealing's family.

1. Apologies for Absence

Apologies were received from Mr. Paler, Mrs. Moody (RFO) and from Mrs. Taylor (Borough Councillor).

2. Election of Parish Council vice Chair

Deferred to next meeting due to passing of Queen Elizabeth II

3. Apologies for absence

Apologies were received from Mr. Paler, Mrs. Moody (RFO) and Mrs. Diane Taylor (Borough Councillor).

4. Minutes of meeting held on July 14th 2022

Minutes of the meeting, having been previously distributed to all members, were agreed to be an accurate record of the meeting and the Chair signed the minutes.

5. Circulars and Correspondence

Deferred to next meeting due to passing of Queen Elizabeth II

6. Clerk/Deputy Clerk Report

Deferred to next meeting due to passing of Queen Elizabeth II

7. Planning Matters

Deferred to next meeting due to passing of Queen Elizabeth II

8. Scheme of Delegation to Clerk, Ref S101

Following the announced that Queen Elizabeth II of England had passed on that Thursday 8th September, the clerk requested that members consider extending a scheme of delegation to her and any two of four members of the council (Mr. Harding, Mr. Ellison, Mr. Rowley and Mr. Startin) to ensure business continuity including being able to respond to Planning Applications, as we entered the start of ten days national mourning. The expire date to be amended to 31st October 2022. Mr. Harding proposed to adopt the delegation scheme. Mr Ellison seconded the proposal and all members, by show of hands, voted in favour. The Chair signed the update S101 Temporary Scheme of Delegation.

9. Working Party Reports

- a) Burials and Churchyards – deferred to next meeting due to passing of Queen Elizabeth II.
- b) Environment – Mr. Harding proposed to support the proposal made by Mr. Paler to create a new Sustainability working party, under Environment. Mr Ellison seconded the proposal and all Members voted, by a show of hands, to agree to the new working party.
- c) Finance

Approval of Payments: it was proposed by Mr. Rowley and seconded by Mr. Startin and agreed by all members by show of hands, that the following payments be made:

Payments for approval August 2022				
Payee	Charge to Budget	Total Cost	Service	Status
NEST	177.61	177.61	Clerk Pension July	Paid DD
Credit card	449.30	498.24	Misc. office expenses as per cashbook	Paid DD
EE	34.96	41.95	Clerk/deputy mobile phone	Paid DD
HMRC	481.69	481.69	July Contributions	Scheduled EFT (11/8)
Scofell	296.66	355.99	July Grounds Maintenance	Unpaid EFT
Larkstel Ltd	3133.33	3760.00	July Grounds Maintenance/bins	Unpaid EFT
BT	43.25	51.90	Office phone	Unpaid DD
Archers Grounds Maintenance	159.32	159.32	Grounds Maintenance July	Unpaid EFT
Octopus	204.67	214.90	Electricity PH	Unpaid DD
Octopus	222.90	234.05	Electricity & gas Newfound	Unpaid DD
BT	14.98	17.98	Mobile Hub	Paid DD
Vision ICT Ltd	18.00	21.60	Hosted email	Unpaid EFT
W G Shenton	70.00	84.00	Fix leaking tap at Newfound	Unpaid EFT
S Harding expenses	71.08	82.20	Strimmer petrol, line, and oil	Unpaid EFT
B Bedford expenses	80.74	80.74	Postage, counting beads, cash for Nicola to buy raffle hamper goods	Unpaid EFT
Hampshire County Supplies	32.21	38.65	Cleaning supplies for pavilions	Unpaid EFT
FR Jones and Son Ltd	464.99	557.99	2 Stihl long reach hedge cutters, 2 x batteries and 1 x quick charger	Paid – method tbc

Mark Godwin Handyman	636.02	671.23	Various as per attached breakdown	Unpaid EFT
T S Harrington	152.00	152.00	Cleaning at Newfound & PH pavilions in July	Unpaid EFT

Payments for approval September 2022				
Payee	Charge to Budget	Total Cost	Service	Status
EE	34.96	41.95	Clerk/deputy mobile phone	Paid DD
Sovereign Housing	40.91	49.09	Garage rent	Paid DD
BT	41.95	50.34	Office phone	Paid DD
BT	14.98	17.98	Mobile Hub	Paid DD
Credit card	279.52*	299.07	Office expenses & cleaning equipment	Paid DD
HMRC	305.02	305.02	August Contributions	Scheduled EFT (8/9)
Scofell Landscapes	296.66	355.99	August Grounds Maintenance	Unpaid EFT
Larkstel Ltd	2,405.33	2,886.40	August Grounds Maintenance/bins	Unpaid EFT
Archers Grounds Maintenance	159.32	159.32	August Beach Park Grounds Maintenance	Unpaid EFT
Oakley Men's Shed	40.00	40.00	Refurbishment of Oakley Lane/St John's Road seat	Unpaid EFT
Basingstoke Skip Hire	295.00	354.00*	Skip for Oakley Allotments	Unpaid EFT
Hampshire County Council	40.25	48.30	County Supplies order: toilet roll & washroom cleaner	Unpaid EFT
Mark Godwin Handyman	1,234.11	1,288.93	Various as per attached breakdown	Unpaid EFT
S Harding expenses	304.00	364.80	GoToMeeting Business subscription	Unpaid EFT
N Beere expenses	27.48	32.98	Star for Oakley Pond Christmas tree	Unpaid EFT
PKF Littlejohn LLP	600.00	720.00	Audit related fees: limited assurance review of 2021-22 AGAR	Unpaid EFT

Mr. Startin and Mr. Harding approved the EFT payments.

- d) Highways and Transport - Deferred to next meeting due to passing of Queen Elizabeth II
- e) IT Project - Deferred to next meeting due to passing of Queen Elizabeth II
- f) Parish Council Governance - Deferred to next meeting due to passing of Queen Elizabeth II
- g) Community Engagement – Deferred to next meeting due to passing of Queen Elizabeth II
- h) Sports Grounds & Play Areas – Mr. Ellison proposed the Parish Council to authorise the budgeted £675 for the scheduled upgrade to the cricket square at Newfound. Mr. Harding seconded and all Members agreed, with a show of hands.

10. Reports from representations to other organisations

Deferred to next meeting due to passing of Queen Elizabeth II

11. Confidential

Deferred to next meeting due to passing of Queen Elizabeth II

12. Date of the next meeting

October 13th at the Newfound Pavilion provided COVID restrictions allow face to face meetings at this time. Any agenda items not covered on the September 8th meeting due to unforeseen circumstances, will be reallocated to the next agenda where necessary.