

## **MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COIUNCIL HELD ON 11<sup>TH</sup> JANUARY 2018**

**Present:** Mrs. Blackman (Chairman), Mr. Bealing, Mr. Bullions, Mr. Ellison, Mr. Hewitt, Mr. Law, Mr. Startin and Ms. Tofts, and Mr. Golding (Borough Councillor).

### **Public Session:**

Mr. Andrew Reynolds, Project Director for the Manydown Company, and Ms. Jess Harris attended the meeting to provide an update on the Outline Planning Application. Over 120 comments were received after the initial application was published, mainly about transport, affordable housing, provision for gypsies and travellers, drainage, heritage, green infrastructure, capacity / density and retail impact.

After consultation with HCC, it is now proposed that there will be two roundabouts from the A339 to the development – Roman Road will still be closed before the Wellington Terrace junction but the actual details of the link from Roman Road to Main Street have not been decided. Ms. Tofts commented that this will force traffic onto the development and Mr. Hewitt said that currently all the houses on Roman Road have off road parking capacity as they have driveways but this is not necessarily the case for the new houses being proposed for Manydown. Mr. Golding reminded Mr. Reynolds that any roundabouts had to have the ability for Baker's recovery vehicles to negotiate them, as the new roundabout at Worthing Road did, as Bakers have the local contract to retrieve vehicles including HGVs from the motorway and other major roads.

The first outline application showed one road onto the new 'garden town' but the new plans show a further roundabout near to the existing Wootton Road, to give access to the development. Mr. Golding asked about lighting as the new road was so close to Oakley but this has not yet been determined. Ms. Tofts informed Mr. Reynolds of the meeting with HCC in November and the requirement for the path for both cycles and pedestrians to allow people to walk / cycle from Oakley to the new development and that this has to be taken into account especially as Manydown own the land that the path would be on.

In the previous application there was provision for nine gypsy and traveller pitches, but this has now been reduced to five, and these would all be permanent.

Mr. Startin commented that such extensive works on the B3400 would force more and more traffic onto Pack Lane, which is the natural alternative route, and both he and Ms. Tofts stressed the dangerous junction at Fox Lane, and that over the last three weeks there have been two accidents requiring police and ambulance presence.

Mr. Reynolds informed members that the preferred bidder would be announced once it has been agreed at Committee, and that it is hoped that the revised application will be sent out for comment in the next few weeks.

Mr. Law asked about sewage provision and Ms. Harris confirmed that the current requirements could be met by using the facilities at Chineham.

## **1. Apologies**

Apologies were received from Mrs. Gavin, Dr. Johnson and Mr. Parry, and from Mrs. Taylor (Borough Councillor). The clerk informed members that Mrs. Foster-Key had resigned from the Council with immediate effect and Mrs. Blackman said she would send a note of thanks to Mrs. Foster-Key for her contribution to the Council.

## **2. Precept for Financial Year 2018/19**

Mrs. Blackman had prepared a precept request based on budget requirements from working parties, with an increase of 3% which equates to a 2p per week rise for Band D properties in the village. All members had reviewed the request before the meeting and there were no comments or questions, so the request was signed and the clerk will deliver it to the Borough Council. Mrs. Blackman reminded members that including an item in the budget does not mean the expenditure is approved; all expenditure except for items covered by separate contracts (i.e. the three-year grounds maintenance contracts) has to be presented to members at a full meeting of the Council and approved accordingly.

## **3. Minutes of the meeting held on 14<sup>th</sup> December 2017**

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

## **4. Notices, Circulars and Correspondence**

- a) **Memorial Service for Ken Thornber:** Mrs. Blackman and Mrs. Warner will attend the service in March to represent the Parish.
- b) **Annual Parish Meeting:** the date was agreed to be Wednesday 2<sup>nd</sup> May and the meeting will be held at Oakley Junior School. Mr. Golding asked if there were local elections to be held the following day (the clerk checked subsequently and although there are elections on May 3<sup>rd</sup> the erection of booths etc. is done early on the morning of the day of the election, so will not interfere with the APM). The clerk was asked to invite Mr. Malthouse, Mrs. McNair Scott, PCSO Andy Jones, CSPO Daniel White, and also the Manydown team and (if applicable) the Preferred bidder).

**Motion re Parking provision:** it was agreed that the Planning Committee could agree the wording of the Parish's response at their meeting on January 18<sup>th</sup>

## **5. Clerk Report**

The clerk had distributed her report in advance of the meeting and there were no queries. Both she and Mr. Ellison had separately visited the Skate Park and could not identify the issues raised by the caller (about holes in the equipment). The clerk was asked to request the caller, plus his parents, to meet with Mr. Ellison and the clerk at the Skate Park to clarify his request.

## **6. Planning Matters**

- a) **Minutes of the Planning Committee Meeting** on 21<sup>st</sup> December were sent to all members and there were no comments or queries.
- b) **Chairmanship/membership of the Planning Committee:** at the meeting on 21<sup>st</sup> December Mr. Hewitt agreed to become Chairman of the Committee and Mrs. Gavin will work with him to hand over before she leaves

at the end of March 2018. Mr. Bealing has joined the Committee, and it is hoped that the two new Councillors who fill the current vacancies will also join.

**Name of New Development:** all members agreed that the new development at Leamington Court be named 'Leamington Court' and the clerk was requested to confirm this to the Borough Council.

**7. Working Parties**

**1. Burial Grounds and Churchyards**

A list of items requiring attention was prepared and a meeting has been arranged for February 3<sup>rd</sup> at 9am.

**2. Environment**

Ms. Tofts and the clerk met with a representative from Fitzpatrick Woolmer to do a site survey for the location of the new notice board. There is a requirement to move the planter currently at the site, and Mr. Bealing has a hydraulic lifter which will be suitable.

**3. Finance**

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

<b>Payee</b>	<b>Amount</b>	<b>Service</b>	<b>Status</b>
NEST	37.83	Clerk Pension December	Paid
EE and T Mobile	18.13	Clerk mobile phone	Paid
B Bedford	39.12	Stationery	Unpaid
BT	55.37	December Landline	Unpaid DD
T Harrington	164.38	Cleaning December	Unpaid
Larkstel	1938.00	December Grounds	Unpaid
Nigel Jeffries	582.79	December Grounds	Unpaid
BDBC	304.50	December Grounds	Unpaid
M Bastick	383.50	Handyman Hours	Unpaid
HMRC	511.91	December Contributions	Unpaid
J Eastick	42.50	Expenses - new boots	Unpaid
Ben Davis Building	350.00	Bus stop repairs	Unpaid
National Allotment Soc	56.00	Annual membership	Unpaid
HCC	55.00	Hire of room for Annual Meeting	Unpaid
Oakley Scouts and Guides Premises	100.00	Donation re proceeds from Carols at the Pond	Unpaid
Oakley with Wootton PCC	100.00	Donation re proceeds from Carols at the Pond	Unpaid

ii) **Electronic Banking Approvers:** Mr. Parry and Ms. Tofts have completed their applications to become Electronic banking approvers.

iii) **CCLA Approvals:** Mrs. Bettridge has been removed, and Mr. Startin added, as approvers on the CCLA Money Fund account.

**4. Highways and Transport**

i) **Speedwatch Sites:** it is hoped to run two sessions per month in the coming year. There are currently nine approved sites, and Ms. Tofts distributed a list of these sites to all members and asked them to consider any new ones

(it is necessary for any new site to be approved by the Police before a session can be done there).

- ii) **Speedwatch Volunteers:** Mrs Blackman found a very useful advert for volunteers for Speedwatch and has adapted it for use for Oakley. Mr. Harding has proposed a couple of minor changes, and then it can be put in Link, on Spotted Oakley and also on the notice boards, to try and get more participation.
- iii) **HCC – meeting on January 22<sup>nd</sup> at 2.30pm re flooding:** Mr. Law will attend, to represent Deane, but as other areas, for example around the Beach Arms, may be affected in any future flooding, Mr. Bullions will attend the meeting to represent the wider Highways Working Party.

## **5. Parish Council Governance**

- i) **GDPR:** the clerk informed members that she will be attending a training course in February. HALC has communicated to all clerks that there is still uncertainty about the new legislation and so they are postponing issuance of guidelines until it is finally resolved.
- ii) **Bramley IT project:** held over until the February meeting.
- iii) **New Councillor Pack:** Mrs. Blackman prepared documents which together will form a pack of information that the clerk can issue to any prospective new Councillors. All members agreed the information was very useful and that this should be adopted with immediate effect.

## **6. Publicity and Events**

- i) **Carols at the Pond:** the Mayor sent a letter of thanks for inviting him to the Carol Service, and a collection of £200 was taken at the event which has now been distributed to the two nominated good causes. The GAP has been invited to the February Parish Council Meeting to explain to members what the club does.
- ii) **2018 Remembrance Service:** Due to public pressure, Mr. Burgess has kindly agreed to organise the 2018 Service.
- iii) **Bi-annual Flyer:** there will a flyer distributed in March / April to advertise of the date and content of the Annual Parish Meeting. Last year, the reverse of the flyer had the date and information about the Village Show. Mrs. Blackman advised members that the Oakley & Deane WI was celebrating its centenary in 2018 and asked if members agreed, that half the reverse of the flyer be used to advertise this to the wider community (the remaining 50% being used for the Village Show as before). All members agreed and Mrs. Blackman will propose this at the next WI meeting.
- iv) **Calendars:** there were a significant number of 2018 calendars unsold and it is proposed not to produce one for 2019 but to consider Christmas cards instead.

## **7. Sports and Play Areas**

- i) **Guardwell Security:** approval was requested for Guardwell Security to undertake the annual inspection of all security and fire alarms, along with checking the emergency lighting power packs at Newfound and Peter Houseman, up to a budgeted cost of £300, and all members agreed.
- ii) **Gas Boilers at Newfound:** approval was requested for the annual servicing and gas safety certification of the boilers at Newfound, which is

undertaken by WG Shenton Ltd. There is a budget of £180.00 for this work and all members agreed.

- iii) **Septic tank at Newfound:** as the tanks have not been emptied for a considerable time, permission to request a survey by KLG Services (who emptied the Peter Houseman tank last year) was sought. Approval was given, provided the quotation for the work was considered reasonable and was within budget constraints. All members agreed.
- iv) **Bench at Peter Houseman:** approval for the handyman to install a repaired bench at Peter Houseman, with stone flags under was provided by all members.
- v) **Track repairs:** Mr. Goodyear has identified some minor potholes in the tracks at Newfound and Peter Houseman that need attention and approval was given for the works to be done, subject to them being within budget.
- vi) **Potential water leak at Newfound:** the cleaner reported pooling of water around the toilet and sink areas in Changing Room 1 and the clerk asked WG Shenton to investigate. If any works are required they can be paid for from the existing budget. All members agreed that any necessary repairs should be done.
- vii) **Training Course for Handyman:** Sparsholt College run a training course for using chemical weed killers via a backpack system. The course is over two days, and the handyman is willing to attend but the Parish Council would have to pay not only the course fees but for his time over the two days as well. The clerk has contacted Sparsholt for a quote and for course dates for 2018 and will confirm to the February meeting.

## 8. **Reports from representatives to other organisations:**

**Andover Road Village Hall** – nothing to report

**East Oakley Village Hall** – nothing to report. As Mrs. Foster-Key was the representative for this organisation, and has now resigned from the Council, a new representative will need to be identified. Mrs. Blackman will speak with Mrs. Burgess to see if she would represent the Parish Council at the meetings for the time being.

**Jubiloaks/ Woodlands Group** – nothing to report

**Village Show Committee** – nothing to report. As Mrs. Bettridge was the representative for the Parish Council the clerk will attend the meetings until a replacement can be identified.

**OCA** – nothing to report.

## 9. **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.

10. **Date of next meeting:** was agreed to be February 8<sup>th</sup> 2017

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