



**OAKLEY & DEANE PARISH COUNCIL**  
**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 11<sup>TH</sup> MAY 2017**

**Present:** Mrs. Blackman (Chairman), Mrs. Bettridge, Mr. Bullions, Mr. Ellison, Mrs. Foster-Key, Mrs. Gavin, Mr. Hewitt, Mr. Hooker, Mr. Law, Mr. Startin and Ms. Tofts. One member of the public attended the meeting.

**Public Session.**

Mrs Bowen came to speak to the members about Play area provision in both the parks run by the Borough and those run by the Parish Council. Kennet Way is the most centrally situated, and is a very popular park at after-school times, but the equipment is outdated and it is also under-equipped. Mrs. Bowen set up a Facebook page, Revamp Oakley Parks, which has almost 200 members and has received many suggestions which she has put into a table to show the most popular. She has approached Councillor Golding, who is arranging a meeting with the Borough to discuss the findings and work out how to proceed. Crowd funding is a possibility, but equipment purchased via this route would still be owned by and maintained by the Borough and they would need to evaluate any proposed items. It is apparent that Basingstoke and Deane has a deficit of play equipment for SEN users, and this is one area that needs to be addressed. It was agreed that Mrs. Bowen and the clerk would continue to keep in contact and a meeting between the Sports and Play areas Working Party, the Parish Clerk and Mrs. Bowen would be arranged, hopefully before the end of June, which is when the next S106 grant request will be submitted to the Borough.

**1. Apologies for Absence**

Apologies were received from Dr. Johnstone and Mr. Parry and from Mr. Golding (Borough Councillor).

**2. Appointment of Chairman**

Mr. Ellison proposed and Mrs. Foster-Key seconded, that Mrs. Blackman be appointed Chairman for the coming year. Ms. Toft asked Mrs. Blackman for her vision for the Parish Council, and Mrs. Blackman replied that it was to work as a team, to use the good people we have as members, and promote more involvement from the public. The appointment was then voted on, and the majority of members were in favour. Mrs. Blackman accepted the appointment, but informed members that she would not stand for Chairman after the current term expires in May 2018.

**3. Appointment of Vice-Chairman**

Mr. Ellison proposed, and Mrs. Bettridge seconded, that Mrs. Gavin be appointed Vice-Chairman for the coming year and this was agreed by all members. Mrs. Gavin accepted the appointment but informed members that she would not stand for appointment after the current term expires in May 2018.

**4. Appointment of Planning Committee and Working Parties**

In April members were asked to complete a schedule showing their choices of Working Parties and based on this a list of members and the Working Parties was distributed to all members in advance of the meeting, and all were in agreement. Mrs. Blackman reminded all Working Parties that at their first meeting they should appoint a Chairman who is responsible for arranging meetings.

## **5. Appointment of Representatives to other Organisations**

In April members were asked to complete a schedule showing their choice of organisations to which the Parish Council has representatives, and based on this document, a list was distributed to all members in advance of the meeting, and all were in agreement. It was noted that Oakley Woodlands Group was added to the list, and that Ms. Tofts would be the representative to that organisation.

## **6. Minutes of the meetings held on 13<sup>th</sup> April 2017, of the Deane Annual Parish Meeting held on 13<sup>th</sup> April 2017, and of the Oakley Annual Parish Meeting held on 26<sup>th</sup> April.**

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

## **7. Annual Parish Meeting for Oakley**

The clerk reported that a resident had raised a question about foul water treatment for the Land West of Beech Tree Close development and that BDBC had responded outlining the Condition in the Planning Application and that she had forwarded this response to the resident.

She also reported that she had been speaking with Mrs. Bowen about play area provision in Oakley and this would be on-going.

Mrs. Blackman thanked all members who attended the meeting and also the leaflet distributors. The meeting was the best attended on record (other than two where there were single issues to debate), and she was sure that the publicising of the meeting through the leaflet drop helped to encourage residents to attend.

## **8. Accounts for the year ended 31<sup>st</sup> March 2017**

The un-audited accounts had been circulated previously to all members. Mr. Startin asked about the historic deposit with BDBC and Mrs. Blackman stated that this deposit will be looked at when the Finance Working Party next meets with a view to withdrawing it and depositing balance in the new CCLA Money Fund account. Mr. Startin also queried the ring-fenced legacy amount, and Mrs. Blackman explained that it related to proceeds from a sale of jewellery items left in a will to the Parish Council. It was proposed by Mr. Hewitt and seconded by Mr. Hooker that the accounts be approved and it was agreed unanimously. The accounts were signed by the Responsible Finance Officer (the clerk) and Mrs. Blackman.

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

- a) **County Council Elections:** the clerk informed members that Mrs. McNair Scott had been re-elected as County Councillor for a further four years, and members asked that a message of congratulations be sent to her.
- b) **Wates Community Day:** on June 7<sup>th</sup> Wates have volunteered their services to provide a workforce to do some community work in Oakley. The work they have chosen is to clear FP 741 (from Hill Road to St John's Road, alongside the railway line). The clerk has spoken with HCC who have given her a list of questions which have been passed to Wates, about Health and Safety, Risk Assessment, disposal of waste and other items.
- c) **Virgin Media/AFL:** the clerk forwarded to all members an email from AFL advising of a new helpline number for residents' queries, and she also posted the number on Spotted Oakley. Also, HCC confirmed that they had, with AFL, surveyed parts of Oakley and proposed further repairs to footways, kerbs etc. This will be done regularly until the works are completed.

- d) **St Leonard's Church:** there is a county-wide survey being carried out by local churches and faith groups (inter-denominational) to ensure that services offered by the church support what really affects people, rather than what the church may think is important. A representative from St Leonards will attend the public session on June 8<sup>th</sup> to give out a single issue questionnaire to members and any members of the public who are attending.
- e) **Annual County Service:** Mrs. Blackman and Mrs. Gavin will represent Oakley and Deane at Winchester Cathedral on June 18<sup>th</sup> and afterwards at the Great Hall, for the County Service.
- f) **Bombay Sapphire:** Mr. Startin's daughter works for Bombay Sapphire and their Governance group has offered to provide community service for Oakley for one day. It was agreed that they should contact the clerk to discuss this further, and that the work in the burial ground would be proposed as a possible project.

## **10. Clerk's report**

The clerk had distributed her report in advance of the meeting and there were no comments or queries from members.

## **11. Planning Matters**

**The minutes of the Planning Committee meeting held on 20<sup>th</sup> April** were distributed to all members in advance of the meeting and there were no comments or queries.

**Meeting with Wates:** on May 10<sup>th</sup> the Strategic Planning Working Party with Mrs. Blackman and the clerk met with Wates and Savills. The Park Farm site was included in the Neighbourhood Plan with an approximate number of 45 homes, and Savills had produced an initial plan of the site, which was distributed to the members for information. There is likely to be an outline plan in June where more details will be provided and the Parish can respond officially.

## **12. Working Party Reports**

Mrs. Blackman reminded all Working Parties to review their budgets and advise any revisions as soon as possible, so that cash flow figures can be prepared. Also, the Finance Working Party will issue an updated Projects List as soon as possible, and Mrs. Gavin will circulate the Action List.

- a) **Burial Grounds and Churchyards** There has been no meeting of the Working Party and nothing to report.
- b) **Environment**

**The Working Party report** was circulated to all members in advance of the meeting. It was agreed that the Working Party could spend up to £200 on plants. It was also agreed that the clerk should contact Mr. Warner to request a quote to clear the remaining planting from the main pond and also to do work on the trees by Rectory Road pond. The clerk was asked to speak with HCC about whether it was acceptable to spray weedkiller along footpaths. The clerk was asked to forward details to Ms. Tofts of the resident in Severn Gardens who arranged for the landowners to cut the trees along the footpath from Hill Road to Kennet Way Park.

**Notice Boards:** the clerk had confirmed with Zurich Insurance that the funds agreed from the second claim could be used to purchase a different (more vandal resistant) type of notice board and the clerk had obtained quotes from two suppliers. These boards were significantly more expensive than the original boards, and were less aesthetically attractive but were stronger. The clerk gave the quotes to Ms. Tofts for discussion at the next Working Party Meeting.

**Inspection of Allotments:** the first 2017 inspection will take place on May 17<sup>th</sup> and Ms. Tofts and the clerk will visit the site at 2.30pm.

**Potential diversion of FP6:** Mr. Law, Mr. Flint and Tara Potheary from HCC will meet on 18<sup>th</sup> May to walk the route proposed to be diverted so that HCC can assess the request.

**Hampshire County Council Grant:** Ms. Tofts and the clerk will hold a separate meeting to discuss and report back to the June meeting.

c) **Finance**

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

Payee	Amount	Service	Status
NEST	37.83	Clerk Pension	Paid
EE and T Mobile	18.23	Clerk mobile phone	Paid
HMRC	511.71	April Contributions	Paid
Bartram Mowers Ltd	449.95	Strimmer for Handyman	Paid
All Saints Church Deane	390.00	Grass cutting	Paid
BT	99.61	Clerk landline	Unpaid
PWLB	4942.30	Loan repayment	Unpaid
Nigel Jeffries	582.79	Grounds Maintenance April	Unpaid
Tina Harrington	161.96	April Cleaning	Unpaid
Ashley Mitchell	20.00	Topsoil for NF	Unpaid
Malshanger Estate	250.00	Allotment rent	Unpaid
Larkstel	1902.00	Grounds Maintenance April	Unpaid
Martin Bastick	448.50	Handyman Hours April	Unpaid
Barbara Bedford	97.78	Padlock, salver, refreshments	Unpaid
N Goodyear	392.40	Pothole filling	Unpaid

**Purchase of Laptop for Clerk:** it was agreed that Mrs. Bettridge and the clerk should review the options and visit suppliers to select the most appropriate laptop for the clerk's use.

d) **Highways and Transport**

**Compact Roundabout and other issues:** The clerk had arranged a meeting on June 12<sup>th</sup> with HCC and the Working Party but late on 11<sup>th</sup> May she received an email from HCC saying that two of the members, both of whom deal with S106 requests, would not be able to attend the meeting or any other for some considerable time due to other commitments, so this will be referred back to the Working Party.

**Correspondence from Mr. Flint and Mr. Trangmer:** the clerk had forwarded copies of letters from both residents about the Pack Lane Crossroad, and the Worthing Road roundabout.

e) **Parish Council Governance**

**Social Media Policy:** The clerk advised members that she had received information from BDBC but that there was nothing that was not already included in the draft policy and it was therefore agreed that the policy be adopted unchanged.

f) **Publicity and Events**

**Merchandise:** the selling price of tea-towels was agreed to remain at £3 and the clerk was asked to order a further 100. The calendar was almost ready to go to the printer.

**Village Show Display Boards:** members were asked to take photos to be included on the boards, showing what had been done over the last year.

### g) **Sports and Play Areas**

**Beach Park:** Mr. Ellison informed members that the Working Party will have by end of June prepared a further S106 grant application for equipment at Beach Park. Mr. Law asked if this was related to the refurbishment of the BMX track area but Mr. Ellison confirmed it was not.

**ADHOC Funding:** Mr. Startin confirmed that the funding from ADHOC was now available for purchase of picnic seating at Beach Park, and it was agreed that the funds should be remitted to the Parish bank account and that the clerk would purchase the agreed items.

**OYFC Tournament:** Mrs. Blackman showed the members the salver she had chosen to be presented to the winner of the Girls 6-a-side competition, and that she would be presenting this on the Saturday. Mr. Ellison agreed that he would present the Shield on the Sunday to the winner of the Boys Competition. The clerk was asked to inform Mr. Bonner.

**Peter Houseman Pavilion:** the clerk had been with Basingstoke Locksmiths to replace the main entrance-door handle. The locksmith advised that the issues with the door not shutting properly when it was hot would not be resolved by purchasing another door as the same thing would happen. Mr. Ellison requested approval from members to contact Mark Penfold, who was the architect of the Pavilion, to discuss any possible solutions, and this was agreed.

### **13. Reports from representatives to other organisations**

**Andover Road Village Hall** – there is a meeting on 23<sup>rd</sup> May with the solicitors to discuss parking provision relating to the Outline Application. There is a proposal that re-wiring of the hall may be possible from direct contributions from the developer; Mr. Ellison informed members that there had been a source of funding from HCC to Village Halls which covered rewiring and Mr. Hewitt will inform the Chairman of the hall of this possible alternative funding.

**East Oakley Village Hall** – no update.

**Jubiloaks** – the AGM is 16<sup>th</sup> May and Ms. Tofts will attend

**Woodlands Group** – no update

**Village Show Committee** – the next meeting is on 15<sup>th</sup> May. The clerk provided an example of another Parish Council who had used S137 funding to provide a raffle prize and it was agreed that the Parish could spend a small amount (up to £65) on the prize this year. The theme is Jane Austen, and the clerk will be purchasing the items.

**Oakley Community Association** – Mrs. Blackman attended the meeting on 20<sup>th</sup> April where it was agreed to request to hire St Leonard's Centre on July 16<sup>th</sup>. However, St Leonard's do not hire the centre on Sundays, but agreed that if they could participate in the event with OCA and the Parish Council the hall would be made available. St Leonards would provide teas and coffees and cakes, and this was agreed. There will be a circular walk around Oakley Hall led by Mrs. Warner as well as tea in St Leonards, and a decorated bonnet / top hat completion for the children.

### **14. 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.

**Newfound Compound** (this was held over from Finance Working Party section on the agenda).

Mrs. Blackman reminded members it was over 3 years since discussions commenced on the purchase of the compound from Mr. Blunden and the lease of the small area of land from Manydown. Despite many attempts, it had not been possible to reach an agreement with Manydown, or their land agents, Bidwell's. Bond Dickenson, the

Manydown solicitor, had been very slow in responding to queries from the Parish's solicitors, Wills Chandler, and in September 2016 Mr. Ellison felt that rather than, as had been the case until then, the Finance Working Party should take over the issue. The clerk had tried since then to contact Manydown's local legal representative but had not been able to secure a meeting with him or with the Land Agent. In April she sent a mail stating that it was now reaching a decision point as costs continued to be accrued, the draft lease had been reviewed by a legal representative and contained clauses that the Parish could not accept, and that a face to face meeting was urgently required, but no response was received.

Mrs. Taylor offered to speak to Mr. Oliver-Bellasis and Mrs. Blackman agreed to forward her a summary of the situation to date, and the clerk agreed to forward contact details for Mr. Kelly, the Manydown legal agent. It was also noted that the Parish had rights of access from the B3400 and so the site could not be used by any other party without the Parish's consent. It was also suggested that rather than lease the land from Manydown we could offer to buy it, if the price was reasonable, but it was agreed that Mrs. Taylor should initially discuss the lease with Mr. Oliver-Bellasis.

### **Litter Wardens**

Dr. Johnstone had prepared a draft paper which had been distributed to all members. However, as there were still some discussions to be had, between Mrs. Gavin and Dr. Johnstone and the clerk and Mrs. Gavin, it was agreed to defer further comment on this issue until the June meeting.

## **15. DATE OF NEXT MEETING - 8<sup>TH</sup> JUNE 2017**