

Minutes of Nether Wallop Parish Council Meeting held at 7.30 pm

on Monday 13th July 2020 via Zoom online meeting.

- 5005 Present online:** Cllrs Cotterell, Carpenter, Souter, Whitaker, Sangster, Roberts.
- 5006 In Attendance:** Mrs G Foster, Parish Clerk, HCC A Gibson and 1 member of the public.
- 5007** Cllr Cotterell welcomed everyone to another zoom meeting of the parish council.
- 5008 Apologies for absence:** Footpaths officer and TVBC Cllr I Jeffrey had sent their apologies.
- 5009 Declarations of Interests, changes in Register of Interests, Requests for dispensations:** All Councillors confirmed that they had no changes to declare.
- 5010 To receive a reports from HCC Cllr A Gibson:** Cllr Gibson would send a written report to council, but summarised that HCC had been busy with Covid-19 activities and although funding had been received from central government towards the Safer Cycling and Walking schemes, a final decision had not yet been made regarding how the budget would be distributed amongst Parishes.
- 5011** In terms of getting back to normality, the Recycling Centres had opened more bays and the booking system had been working well in terms of visits and registering of cars to gain access.
- 5012** Cllr Sangster joined the meeting at 19.39.
- 5013** There had been an increase in mineral waste sites not being able to get rid of products and many had applied to have extensions to their licences.
- 5014 Points from the floor:** – none raised.
- 5015 To receive a verbal report from the NDP Steering Group and to note the minutes and notes from the previous meetings:** Minutes from the previous meeting had been circulated and notes from a zoom meeting with the consultant had been publicised. The Chairman of the NDP Steering group gave a short verbal report advising that the consultants now had most of the information required to start writing the policies under the headings that had been previously approved. This tranche of work would be to aid further discussion and consultation rather than set ideas in stone. The next public consultation was being planned for August. Due to the current social distancing restrictions was being planned to be held in the open air. A marquee would be required and it was noted that it would be helpful to have parking and toilet facilities. The consultants would prepare displays for each of the policy headings and would be present at the event until early evening. It was **RESOLVED:** Unanimously, that the meeting should go ahead at the playing fields on Friday 28th August 2020 always subject to meetings restrictions and government guidance in force at the time. It was decided to consider the agenda 16 next.
- 5016 To resolve that the Council should underwrite the costs of the NDP.** Councillors agreed that the balance cost of £11,750 should be underwritten by the council. These funds would be moved to Earmarked Reserves and the consultants would be advised. **Action: Clerk.** It was noted that grants would still be applied for and this would be actioned in the next month. **Action: Clerk.**
- 5017 To consider planning applications and agree comments to be sent to Borough Council:** The following applications were considered and comments **RESOLVED:**
- 5018** 20/01264/FULLN Jesmond Cottage Heathman Street - **NO COMMENT, BUT IT WAS NOTED THAT WORK HAD STARTED PRIOR TO PERMISSION BEING SOUGHT.**
- 5019** 20/01236/TREEN 6 Fifehead Manor Salisbury Hill - **NO COMMENT**
- 5020** 20/01220/DDCA Brook House Heathman Street - **NO COMMENT**
- 5021** 20/01387/TREEN 2 Church Road - **NO COMMENT**
- 5022** 20/01334/FULLN Bush Farm, Hollom Down Road - **NO OBJECTION.**
- 5023** 20/01484/TPON 1 Pearl Cottages Station Road - **NO COMMENT**
- 5024** 20/01459/LBWN Wayfarers Cottage Trout Lane - **NO OBJECTION**
- 5025** 20/01458/FULLN Wayfarers Cottage Trout Lane - **NO OBJECTION**

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5026 20/01530/TREEN Kingman's Cottage, Heathman Street - NO COMMENT

5027 **To approve the Minutes of the previous meetings: 08th June 2020:** The minutes had been circulated and were approved. It was **Resolved:** Unanimously, that the Chairman would sign the paper copies at his earliest opportunity. **Action: Clerk.**

5028 **To note the outstanding actions from the previous meetings.**

5029 Councillors discussed the outstanding items which would be prioritised for completion before the next meeting.

5030 **10 - To approve the bank reconciliation, Trial Balance, payments and receipts, and budget reports.**

5031 All reports had been sent to councillors and posted on the website prior to the meeting. **RESOLVED:** Unanimously, that payments be approved as below. **Action: Clerk.**

Counterparty	Cost	Net	VAT	Total
Andover Glass Works	Bus Shelter repairs	264.03	52.81	316.84
BT	BT June 2020	41.99	8.40	50.39
Gail Foster	Zoom payment	11.99	2.40	14.39
Iain James	Strimmer cutting line	30.00	6.00	36.00
Leo Randall & Moira White	Rent for Village Green	50.00	-	50.00
Mark Lovell	Mower Servicing	140.00	28.00	168.00
Mrs Angela Bernhardt	Rent for Village Green	50.00	-	50.00
Rialtas Business Solutions Ltd	Annual Accounts software	124.00	24.80	148.80
Sparkles	Hall Cleaning - June	29.00	5.80	34.80
SSE	Electricity Pavilion	242.50	12.12	254.62
Unity Trust Bank	Bank Charges	18.00	-	18.00
Wallops Pre-School	Donation to charity	750.00	-	750.00
		1,751.51	140.33	1,891.84

5032 Receipts that had been received were noted as below:

Counterparty	Cost	Net	VAT	Total
Private Tennis bookings	Tennis court rental	814.00	0.00	814.00
		814.00	0.00	814.00

5033 The Bank Reconciliation would be signed as soon as possible. **Action: Cllr Cotterell and Clerk.**

5034 **To consider if the internal auditor should be appointed for a half year audit review in November 2020 and full appointment for April 2021:** It was **RESOLVED:** Unanimously, that cost quotations would be obtained and the item deferred for consideration to the next meeting. **Action: Clerk.**

5035 **To review outstanding Risk Assessments before publishing in the website:** It was **RESOLVED:** Unanimously, that the Village Green and Village Hall Risk Assessments were approved. They would be publicised on the website. **Action: Clerk.**

5036 **To note Councillors reports and to decide if any action should be taken:**

5037 **Highways and Safe Travel** – Notes from the meeting on 9th July have been published on the website and circulated. A list of improvements was being prepared and ranked in order of preference and councillors were asked to provide their feedback to the Clerk. **Action: All.**

5038 Cllr Cotterell advised that Over Wallop Parish Council had been approached and had shown interest in joining forces on the Safer Walking and Cycling scheme. Residents would be invited to join the NW Working Group. An advert would be placed on NextDoor.com, the pump email and Facebook. **Action: Cllr Whitaker.**

5039 Cllr Cotterell advised that the Test Valley Association for Parish and Town Councils (TVAPTC) met quarterly and had a representative who met with the Hampshire-wide Road Safety Group. The contact details of TVAPTC would be sent to Councillor Roberts who agreed to represent the NWPC on behalf of the WG. **Action: Clerk.**

5040 **Playing Fields – A resident had offered to** fix the toilet in the pavilion, and this was greatly appreciated by the council. It was noted that some work had been done to tidy the weeds around the tennis court. Volunteers to help cut back vegetation encroaching into the court would be welcomed.

5041 The playground equipment had been given a thorough inspection by Cllrs Sangster and Souter and they had concluded that the apparatus was still safe for children to play on. However councillors were cognisant of the

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government's new requirements for playground owners/managers to comply with in light of the pandemic. It was **RESOLVED:** Unanimously, that the council should not re-open the playground / play equipment until the council could be sure that they were able to fully comply with the latest guidance including signage, handwashing, social distancing and equipment cleaning.

- 5042 Village Green** – The mower had been serviced but now required another repair which was being arranged. Quotes for replacements were being sought.
- 5043 Village Hall** – Cllr Souter reported that The Nether Wallop Village Hall remained closed due the Government Restrictions imposed to combat the spread of the Covid-19 virus. Although lockdown restrictions were eased by the Government the new rules require stringent conditions if the Hall is to be reopened. Due to these conditions it is recommended that NW Village Hall remains closed until enough of the restrictions are lifted to make reopening more feasible. This course of action was agreed by all councillors.
- 5044 Footpaths** – The Footpaths Officer had sent a full report prior to the meeting which was available to read on the website. Councillors expressed their gratitude for all the work that the footpaths officer had done.
- 5045 Wallops Parish Hall** - The Wallops Parish Hall remained closed for the same reasons as the village hall. However the WPH would open on 14th July for the first time since the lockdown. Only one customer would be using the hall twice a week (the large hall only) and had agreed to the new cleaning regime and procedures. It was agreed that a “soft” opening would allow for issues to be resolved as they arose.
- 5046** Cllrs Taylor-Firth and Cotterell would continue to investigate alternatives to the oil-fired heating system.
- 5047 To consider a confidential report and recommendation from the HR WG in relation to the Clerk's contract.** Cllr Souter had circulated a confidential report to all councillors. It was **RESOLVED:** Unanimously, that the recommendations with regards to pay and hours be accepted and that the hours required for the role be monitored periodically. It was noted that pension contributions would need to be addressed and this would be investigated by Cllr Souter and a report provided for the next meeting. A letter would be drafted to the Clerk confirming the revised conditions. **Action: Cllr Souter.**
- 5048 To resolve that the council accept the increased costs for rent of the Village Hall. (Increase to £950 p.a.)** It was **RESOLVED:** Unanimously, that the rent be increased to £950.00 pa to cover the Trust's running costs.
- 5049 To consider if a Cricket match should be allowed at the recreation ground and to discuss:** Cllr Whitaker advised that two residents had been planning a community cricket match against a team from outside the area. The original date was no longer viable and a new date had not yet been identified. The grounds maintenance contractor had been contacted and he had requested that the area for the wicket be roped off. It was **RESOLVED:** Unanimously, that the residents would be contacted to reschedule and to start the maintenance of the area required. **Action: Cllr Whitaker.**
- 5050** Risk Assessments for players and public attendance would need to be drawn up. **Action: Cllr Whitaker, Clerk and event organisers.**
- 5051 To review the list of requirements for the Clerk's laptop:** A schedule of estimates and specifications had been circulated. It was **RESOLVED:** Unanimously, that the Dell Inspiron model would be purchased. **Action: Clerk.**
- 5052** Costs for Microsoft 365 Business packages would be compared and the best value option bought. **Action: Clerk.**
- 5053** Cloud or other back up storage would be considered once the laptop had been set up. **Action: Clerk.**
- 5054 To note the Clerk's report and correspondence received and to determine actions required.**
- 5055** The Bus Shelter in Jack's Bush had been fixed on 15th June.
- 5056** A meeting with HCC Highways officer had been arranged for 15th July via Zoom.
- 5057** The British Heart Foundation have confirmed that the ZOLL AED Plus defibrillator and a Call Push Rescue training kit is available to the PC for £600. The NWSC have kindly agreed to cover the cost of the outdoor cabinet, the fitting and wiring in of the unit outside the village hall. The council had £331.65 in EMR for the purchase of the defibrillator. A half page advert requesting donations towards the balance cost would be drafted for the Parish Magazine. The balance cost would be paid from council reserves. (Minute 4584 - Oct 2019).
- 5058** A resident had written to TVBC regarding the deterioration of the Five Bells public house. The condition of the front of the property, the weeds and garden, and the neglect of the Grade II listed building was cited.
- 5059** A resident had written to the parish council enquiring regarding the NDP, asking for a copy of the plan. A reply had been sent stating the plan had not been finished and inviting the resident to attend the next council meeting.

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- 5060** A resident had supplied photographs of potholes in Bent Street which had been uploaded to the HCC reporting portal after the recent repair work. HCC had replied under reference 21506707 that “The enquiry you raised has been inspected. As it does not present a hazard to highway users it does not require action at this time. Adopted roads in Hampshire are routinely inspected at regular intervals. The issue will be monitored and any future maintenance requirements will be identified as part of this process.”
- 5061** The council’s insurers Came and Co had sent a leaflet regarding tree inspections. This has been forwarded to all.
- 5062** **Matters raised by councillors for noting, or adding to the next month’s agenda.:**
- 5063** Cllr Whitaker, advised that the George public house had re-opened and that residents were encouraged to support the business.
- 5064** **Points from the floor.** None raised.
- 5065** Date of next monthly meeting: Monday 14th September 2020 at 7.30pm via Zoom.us. It was noted that an extraordinary meeting may need to be called to agree the arrangements for the NDP open air meeting but this would be publicised as soon as possible.
- 5066** The Chairman thanked all for attending and closed the meeting at 21.11 pm.

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