

Minutes of Nether Wallop Parish Council Meeting held at 7.15 pm.

on Monday 12th July 2021 in the Village Hall, Nether Wallop.

- 5681 Present at the meeting** Cllrs Whitaker, Sangster, Souter, Roberts and Graves.
- 5682 In Attendance:** Mrs G Foster, Parish Clerk and for part of the meeting TVBC Cllr Jeffrey and HCC Cllr Drew. No members of the public were in attendance.
- 5683** The chairman opened the meeting and welcomed everyone to the meeting in the Village Hall.
- 5684 Apologies for absence:** Cllrs Cotterell and Carpenter had sent their apologies.
- 5685 Declarations of Interests for items on the agenda, changes in Register of Interests, Requests for dispensations:** None declared.
- 5686 Points from the Floor:** None
- 5687 To note the NDP Steering Group next meeting date:** Cllr Souter advised that FERIA Urbanism were still working on the material provided at the previous meeting. The next open meeting would be held in the Village Hall on Monday 26th July 2021.
- 5688** HCC Cllr Drew joined the meeting at 19:17 and TVBC Cllr Jeffrey joined at 19:19.
- 5689 To receive reports from TVBC and HCC:** Cllr Jeffrey provided a summary of the MidTest Matters newsletter no.25 which had been circulated on the 7th July. A copy of the newsletter is available to read on the [website](#). TVBC would soon be releasing information regarding the new Strategic Housing and Economic Land Availability Assessment (SHLAA) and a consultation regarding the sites would be held until the end of the year. Anyone with comments on the proposals should contact Cllr Jeffrey directly. Every case of flytipping was being followed up by TVBC, residents are encouraged to check waste licences and ask for proof of licence for anyone offering a waste disposal service. Information on how to do this can be found on the [TVBC Website](#). The Household Waste Recycling Centres in Timsbury and Andover are no longer recycling glass. The nearest glass banks are in Broughton and Middle Wallop Camp, and The White Hart in Over Wallop. Cllr Jeffrey left the meeting at 19:27.
- 5690** Cllr Drew reported he was following up with HCC after a meeting with Cllr Whitaker and OWPC Cllr Dixon regarding issues raised by the Safe Travel Working Group. Traffic calming measures were being discussed. Cllr Drew had met with a resident regarding sight lines along Farley Street which were becoming dangerously overgrown and preventing safe walking along the road. The area had been reported on the HCC website for followup from the verge cutting team.
- 5691** Cllr Drew confirmed that HCC supported the Lengthsman scheme, and that he understood some challenges were being experienced with the administration of it. Having spoken with the Clerk, he suggested that the scheduling of the tasks could be approved by councillors once a year based on the previously drafted annual schedule which could be minuted, and that checking of work could be shared between several people.
- 5692** Councillors questioned Cllr Drew on the lack of verge cutting undertaken by HCC and the effect on road safety. It was repeated that all areas of concern should be logged on the HCC report a problem portal, in order to receive the fastest response from the County Council.
- 5693** Cllr Drew left the meeting at 19:46.
- 5694 To consider planning applications and agree comments to be sent to Borough Council:** The following applications were considered, and comments as below were unanimously **RESOLVED:**
- 5695** 21/02039/LBWN and 21/02038/FULLN Wayfarers Cottage, Trout Lane – No Objection
- 5696** 21/02022/TREEN Sunnyside Cottage, Five Bells Lane – No Comment
- 5697** 21/01893/TREEN 2 Church Road, - No Comment
- 5698** 21/01866/TREEN Haydown Farm, Farley Street – No Comment
- 5699** 21/01832/TREEN Old Brook Farm, High Street – No Comment

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5700 21/01759/LBWN The Old Vicarage, The Square – No Objection
5701 The comments would be forwarded to the Borough Council. **Action: Clerk.**

5702 **To approve the Minutes of the previous Full Council meeting on 14th June 2021:** The minutes had been circulated and posted online. It was **RESOLVED:** Unanimously, that the draft be approved and the Chairman signed the minutes.

5703 **To approve the Bank Reconciliation and Payments and Receipts and other financial reports as available on the website:** All reports had been filed in the council's dropbox and posted on the website prior to the meeting. It was **RESOLVED:** Unanimously, that payments be approved as below.

Counterparty	Cost	Net	VAT	Total Amount
Octopus Energy Ltd	Electricity Pavilion	81.37	4.07	85.44
Octopus Energy Ltd	Electricity Village Green	16.30	0.82	17.12
Unity Trust Bank	Bank charges	18.00	0.00	18.00
Tim Light	Year end Audit	91.66	0.00	91.66
GFC Garden Services	Gardening June 2021	90.00	0.00	90.00
HALC	Councillor Training	800.00	160.00	960.00
HALC	Chairing Skills Course	45.00	9.00	54.00
Screwfix	Padlock for playground	16.66	3.33	19.99
Rialtas Business Solutions Ltd	Accounts package 21-22	124.00	24.80	148.80
Sparkles	Cleaning June	30.50	6.10	36.60
Microsoft Office 365	Office 365 – June	9.40	1.88	11.28
BT	Phone and Broadband June	41.99	8.40	50.39
Octopus Energy Ltd	Electricity Village Green	15.88	.079	16.67
Octopus Energy Ltd	Electricity Pavilion	79.62	3.98	83.60
Gail Foster	Salary July	998.66	0.00	998.66
Gail Foster	Salary August	998.66	0.00	998.66
Gail Foster	Expenses July	30.00	0.00	30.00
Gail Foster	Expenses August	30.00	0.00	30.00
Standard Life	EE+ER Pension contributions	92.59	0.00	92.59
Microsoft Office 365	Office 365 - July	9.40	1.88	11.28
Totals				3,844.74

Receipts that had been received were noted as below:

Counterparty	Description	Net	VAT	Total
A Shah	Tennis bulk bookings	30.00	-	30.00
Caroline Hall	Tennis bulk bookings	50.00	-	50.00
Hugh Fraser-Richards	Donation to playground	320.00	-	320.00
Julie Wait	Tennis bulk bookings	40.00	-	40.00
Kings Somborne PC	Training - 3 rd July	114.00	-	114.00
Longstock PC	Training - 3 rd July	40.00	-	40.00
Lindham Associates	Tennis bulk bookings	114.00	-	114.00
Pam Quick	Tennis bulk bookings	40.00	-	40.00
Piers Bingley	Tennis bulk bookings	40.00	-	40.00
Totals		788.00	-	788.00

5704 The Bank Reconciliation and payments were signed. Cllr Whitaker proposed that the funds left in Ear Marked Reserves for the Village Design Statement be moved to the Ear Marked Reserves for the Neighbourhood Development Plan. **RESOLVED:** Unanimously, the virement would be made. **Action: Clerk.**

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- 5705** Councillors noted the kind donation towards the playing fields refurbishment fund, that had been received in memory of Mr Hugh Fraser-Richards a previous chairman of the parish council. The council expressed their sympathies and gratitude to his brother and thanks on behalf of the children of the parish.
- 5706** **To note that the “pump” email has been taken over by a volunteer member of the public:** There had been some confusion with residents thinking the emails sent via the pump were either from, or endorsed by, the Parish Council, which is not, and never has been the case. The Chairman is no longer responsible for sending the emails, which will again be handled by a member of the public on a new email address: [wallop.pump@gmail.com](mailto:walloppump@gmail.com).
- 5707** **To consider the letter received from HCC Highways in relation to councillors’ questions, and if appropriate, to agree a response:** Councillors felt that a formal reply was not needed, but that council should check the progress of report reference no. 7078786. **Action: Clerk.**
- 5708** A letter to HCC would be drafted to chase up the implementation of the Salisbury Lane Traffic Calming scheme. A copy would be sent to OWPC. **Action: Chairman and Clerk.**
- 5709** **To receive a report from the Community Broadband Working Group and to decide on action if necessary.:** Cllr Sangster reported that information was still awaited from Openreach who had been slow to respond.
- 5710** **To receive an update on the Policies and Procedures list:** Cllr Roberts advised that an update was not yet available. **Action: Cllr Roberts.**
- 5711** **To review previous Risk Assessments and adopt new versions and/or notices:** Cllrs had reviewed the previously approved risk assessments for the Playing Fields, Tennis Courts, Pavilion, Children’s Playground, Village Green general use, and Village Hall Gardener. No changes were thought necessary, and they were re-approved.
- 5712** A Risk Management Scheme and an additional Covid Risk Assessment for the Council meetings in the Village Hall were also approved and would be publicised on the website. **Action: Clerk.**
- 5713** There were no suggestions for other Risk Assessments to be produced.
- 5714** Notices for the Village Green notice board were approved, but a key for the noticeboard had not been found. The Village Green Working Group would be asked if had been recovered. **Action: Cllr Whitaker.**
- 5715** **To decide on action to take regarding the Tree Survey quotation:** A quotation had been received from a local arboriculturist, who had looked at both the Village Green and Playing Fields and quoted to:
- a) Surveying Trees and reporting their condition.
 - b) Plotting trees on a map.
 - c) Recommending any maintenance that should be carried out incl. urgency.
- 5716** The Clerk advised that surveys, condition reports and maintenance were required for insurance purposes.
- 5717** It was **RESOLVED:** Maps of trees on the playing fields and notes of their condition would be completed. **Action: Cllr Souter.**
- 5718** Two other quotes would be sought for professional surveys. **Action: Cllr Sangster and Cllr Souter.**
- 5719** Three quotations to make safe and tidy up the willows would be sought, and this should include any planning application required. **Action: Clerk.**
- 5720** If the tree surgeons quotations were to specify different work was required on the willows, then a survey would be undertaken. **Action: Clerk.**
- 5721** **To decide on the contractor to use for cutting the Tennis Court Hedge.** A schedule of anonymised estimates was reviewed and it was **RESOLVED:** Unanimously, to appoint GFC Garden Services for the work, provided they were able to satisfy the council on the waste disposal solution. **Action: Chairman.**
- 5722** **To approve a SurveyMonkey subscription for the Playground Questionnaires:** The need for an electronic survey platform was discussed particularly for engaging with children and young people. It was noted that the platform could be used to measure support for other projects during the year, and that grant application forms generally required evidence of public support for spending. **RESOLVED:** Unanimously, to enter into a one year subscription at a cost of £384. **Action: Clerk.**
- 5723** **To note the Clerk’s Report and correspondence received:** A resident had sent an email with photographs asking if action had been taken to address the parking issue at the playing fields when the pitches were being used for football. Cllrs felt the issue was not serious, but would endeavour to make sure the parking area could be

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better used by asking the Village Hall Gardener to cut the lower branches of the trees edging the carpark at the same time as cutting the Tennis Court hedge. **Action: Chairman.**

5724 Cars would be able to park closer to the trees if the mower was able to cut the grass under them. The contractor would be asked to do this. **Action: Cllr Sangster.**

5725 The risk assessments for the car parking on the playing fields grass would be added to the Sept 2021 agenda. **Action: Clerk.**

5726 The footpath volunteers had been unable to attend to any vegetation clearance due to personal workloads. Areas which the previous Footpaths Officer voluntarily kept trimmed (outside of the Lengthsman Budget) are now becoming overgrown. Councillors agreed that the Lengthsman budget should be used to maintain the footpaths until it was used up, and then if possible a private agreement entered into with the lengthsman if he had availability.

5727 Stockbridge PC Lengthsman co-ordinator had complained that sign offs for the Lengthsman work had not been given. The Clerk explained that the contractor did not routinely contact anyone to advise when the work was scheduled, nor when it had been completed. Checking within 48hrs was not possible without this information. The Chairman and HCC Cllr Drew had been made aware of the full extent of the problem. Work that had been requested for August Lengthsman schedule was:

- a) Clearing Ditches – The Rill (Splash to Sewart’s Bridge) – Weed Clearance.
- b) Verge Strimming – School Lane to the Old Police House – trim to make safe for pedestrians.
- c) Rights of way Clearance
 - i. FP19 - The splash to Duck's Lane
 - ii. FP4 - The Dene to Knockwood Lane
 - iii. FP2 - School Lane to Knockwood Lane
 - iv. FP502 - Trout Lane to Heathman Street
 - v. FP7 - Trout Lane to Heathman Street
 - vi. FP5 - Trout Lane to Heathman Street

5728 Councillors would endeavour to walk the footpaths and advise what work needed to be scheduled and would undertake checking of tasks after being advised they had been completed. **Action: All.**

5729 The yearly schedule that had been produced after the departure of the previous Footpaths Officer would be recirculated among councillors and additionally translated into a full yearly schedule for Stockbridge PC in their format. **Action: Clerk.**

5730 Contact would be made with Stockbridge PC and the request for written appointments for work, and prompt notification of completion of tasks to be reiterated in line with the contract terms. **Action: Chairman.**

5731 The Nether Wallop New Village Hall Trust had advised that the rent for the Village Hall has had to be increased by £50 per annum due to rising insurance costs. Councillors unanimously approved the increase. **Action: Clerk.**

5732 A business rates bill for £101.93 has been received from TVBC in respect of the Village Hall. The calculations had been queried and would be followed up. **Action: Clerk.**

5733 The wood varnish for the Notice Board outside the Village Hall has been sent by the manufacturers. A contractor has been appointed to lightly sand and re-varnish at a cost of £75.

5734 A resident had asked if the council could assist with talking to neighbours who were parking inconsiderately outside their driveway. The resident was finding it difficult to get in and out of their own driveway. The Clerk had suggested speaking with the neighbours and explaining the difficulty in case they were not aware of the effect the parking was having.

5735 A resident has complained to Stockbridge Surgery regarding some very late supplies of medication, as well as missing and incorrect supplies. The Parish Council have been copied in on the complaint but have not received a response from the surgery.

5736 To note Councillors written reports / update / approve any cost implications:

5737 Safe Travel WG – Cllr Whitaker confirmed that Cllr Dixon and herself had met with Cllr Drew and discussed the list of requests for HCC. Cllr Drew agreed to ask Hants Highways to implement some of the measures and to establish the criteria for others and will report back to the Council in due course.

5738 PCSO Max has been seen around the villages, assessing the various locations proposed for using the Speed Indicator Device and we anticipate his approval on areas that can be used shortly.

5739 Playing Fields and Playground – The Padlock on the gate of the children’s play area had been replaced and another sign affixed warning not to play on the equipment for safety reasons.

5740 Village Green – Cllr Carpenter .

5741 Village Hall – Cllr Graves had sent a report.

5742 advised The hall's facilities and O&M manual and fire safety procedures have been reviewed with the hall project manager. It was agreed that a test of the emergency exit lighting would be scheduled. The review of the alarm

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panel manual identified the need for quarterly tests by a qualified organisation. The Clerk is obtaining quotes for this work to be scheduled. It is likely the scope will include the emergency lighting and signage not just detection and sounders. A fire risk assessment has been completed along with a Risk Assessment for NWPC meetings in the hall. It was noted that a Muster Point for fire emergencies had not been agreed. Some neighbours would be asked if their driveways could be used. **Action: Chairman.**

5743 The booking form would be amended to highlight the requirement for hirers to carry out their own fire risk assessments, and to maintain attendee lists while the hall was being used. **Action: Booking Manager.**

5744 Wallops Parish Hall – Cllr Whitaker reported that The Committee had met on 16th June and that the hall will not reopen fully until 19th July, following the pause in lifting Covid restrictions. The accounts have been audited and were passed. The solar panels were discussed again, Cllr Taylor-Firth is taking action to get tenders from potential PV panel suppliers.

5745 Matters raised by councillors for noting or adding to the next month's agenda: Cllr Carpenter had emailed a suggestion that the subject of the Queen's Platinum Jubilee on 5th June 2022 be added to the next agenda. A proposal would be prepared for the next meeting. **Action: Cllr Carpenter.**

5746 Points from the floor. None.

5747 Date of next monthly meeting: Monday 13th September 2021 at 7.15 pm in the Village Hall.

5748 The Chairman closed the meeting at 21.13 hrs.

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Chairman: **Date:**