

DROXFORD PARISH COUNCIL
Minutes of the Meeting of Droxford Parish Council
7.30pm on Thursday 11 January 2018 at the Village Hall, the Square, Droxford

PRESENT: Barbara Chandler, Mark Dennington, Chris Horn, Janet Melson - Vice-Chair, Ann Newman
IN ATTENDANCE: District Councillor Linda Gemmell and District Councillor Vicki Weston arrived 8.15 and 8.20pm respectively.
 Rosemary Hoile – Clerk
PUBLIC One member of the public present

17.105 Apologies for absence.

Colin Matthissen, District Councillor Pearson and County Councillor Huxstep advised of conflicts of meetings.

17.106 Declarations of interest: None

17.107 Minutes

Minutes of the Parish Council meeting held on 7 December 2017 had been previously circulated. The minutes were **APPROVED** as corrected (underlined) as follows:

Minute item 17.99.2 changed from

‘ The Chairman expressed a loss of confidence in the Police and Crime Commissioner.’

to

‘ The Chairman of the meeting expressed a loss of confidence in the Police and Crime Commissioner.’

Cllr Melson requested clarification in minute item 17.101.2 Caring for Elderly in the Community.

Replace

‘Representatives of Droxford Community Care Group and the Royal British Legion maintain Village Agents appointed in the Meon Valley would duplicate care currently conducted by existing networks which have operated for many years.’

with

‘Representatives of Droxford Community Care Group and the Royal British Legion maintain a local Village Agent would duplicate advice already offered through local volunteer local networks which have operated for many years.’

17.108 a) Public questions and representations.

The resident asked to put questions or comment at the end of the meeting.

b) County and District Councillors’ Reports.

County Councillor Roger Huxstep’s January report, previously circulated, is appended

Both District Councillors Gemmell and District Councillor Weston had advised of late arrival. Councillor Weston had emailed her report. The Chair proposed, and it was **AGREED** to move to the next item.

17.109 Finance, Grants & Governance.

17.109.1 Receipts and expenses were **NOTED**. The bank reconciliation to 31 December 2017 was **APPROVED**.

17.109.2 Schedule of payments listed in Appendix A. **APPROVED**

17.109.3. **RESOLVED:** To disburse grants previously approved for £100 to Home Start and for £250 to Meon Valley Community First Responders.

17.109.4 The Council considered actual spend against the current financial year’s budget to 31 Dec 2017.

NOTED : Overspend of £898 against the lengthsman budget (£100) due to approved unforeseen expenditure at the recreation ground for tree surgery to extend the car park and miscellaneous grounds maintenance prior to late summer events. The Clerk agreed that budget headings should be amended to reflect changes in the lengthsman scheme. The estimated reserve for 31 March was accepted, a Reserves Policy will be drawn up for consideration before the end of the financial year.

ACTION	WHEN	WHO
Change identifiers in maintenance section of 2018/19 budget	Before y/e	Clerk
Draft a Reserves Policy		CM/Clerk

- 17.109.5 Precept 2018/19.
RESOLVED: To approve the sum of £29,990 for the 2018/19 Precept requirement for Droxford Parish.
- 17.109.6 **RESOLVED:** To appoint Clerk as Data Protection Officer under the General Data Protection Regulation.
- 17.109.7 It was agreed to defer consideration of the draft complaints procedure policy until the February meeting.

17.110 Planning.

- 17.110.1 New Planning Applications:
 SDNPA had not notified the Council of planning applications validated since the previous meeting.
- 17.110.2 Planning Report - Appendix B **NOTED**

17.111 Recreation Ground, Cemetery and Allotments.

17.111.1 a) The Pavilion:

Cllr Melson reported on the meeting of 6 January with volunteer fundraisers for the Pavilion and the Chairman of Droxford Cricket Club (DCC) to discuss future improvements to the pavilion and potential widening of its use. Cllr Melson had explained to the meeting that the Parish Plan had identified support by residents to improve the facility. She had also outlined that at its December meeting, the Parish Council had approved a scoping document detailing costs for making the building watertight and improving ventilation in the first instance with other cosmetic changes to be initiated further downstream. After some discussion the group agreed with the Council's refurbishment proposals. The group suggested that although the Parish Council has always viewed the Pavilion primarily as a venue for events during the summer months, it also has the potential to be used occasionally during other months when 'Dark Skies' activities would capitalise upon its unique rural setting. It was therefore requested that the cost of installing heating be included in the provisional budget estimate and Cllr Melson asked that the Parish Council consider this proposal. The meeting concluded by formally establishing The Pavilion Working Group (PWG) with future meetings to be chaired by Cllr Newman.

The Council welcomed the PWG's suggestion to install heating but reiterated that the first priority is to make the building watertight and well ventilated. It is anticipated that an increase in activities at the Pavilion will provide justification for the increase in expenditure. The Pavilion Working Group will organise fund raising. The refurbishment programme, building management and bookings will be considered in due course by the Council.

Cllr Melson wished to record thanks to the Clerk for attending the PWG meeting.

The Council unanimously **AGREED** that provision for heating be added to the budget.

ACTION	WHEN	WHO
Arrange meeting of the Pavilion Working Group	asap	AN

b) Parking at the top of Park Lane.

Cllr Melson had written to the Montessori School and Droxford Junior School. It is too early in the School term to determine whether there has been any improvement; she will monitor the situation in liaison with the schools.

17.111.2 **Cemetery** – Nothing to report

17.111.3 **Allotments** - Nothing to report

17.112 Roads, Transport and Highways.

17.112.1 Drainage line across the Manor Field to the River Meon.

The clerk read the Environment Agency (EA) email dated 11 January. The EA advised the Council that approval has been received to reinstate the channel from the end of the outfall pipe to the River Meon. Appropriate permissions are being sought to complete the work in the next month.

17.113 Footpaths & ROW.

To approve in principle, subject to consultation with, and landowners' approval, submission of grant applications to replace –

FP17: 2 legacy timber stiles adjacent to Whitelands with 1 kissing gate.

FP12: 1 legacy timber stile next to Manor field timber gate with 1 kissing gate.

The Council **APPROVED** support for grant applications specifying timber kissing gates should landowners initiate replacing existing stiles and that a conversation with each landowner should take place before writing to request

permission to install. Landowners should be advised of the Council's preference for timber kissing gates, particularly when adjacent to the Conservation Area and/or existing timber fencing.

17.114 Parish Matters.

General matters were considered which had been brought to the Council's attention:

Droxford Surgery opening hours.

Cllr Melson had been asked to look into difficulties making doctors' appointments. Opening hours at Droxford surgery had been reduced because of insufficient broadband speed to download patient records within time allotted to a patient appointment. Cllr Melson said in that in previous correspondence with the Practice Manager it was implicit that surgery hours will increase when broadband has been installed.

Mayor of Winchester's Community Awards

Cllr Weston drew the Council's attention to the Mayor of Winchester's Award 2017/18. Cllr Melson proposed and the Council unanimously approved the nomination of a Droxford resident who initiated an inspired fund raising event in late Summer. Cllr Melson undertook to write the citation. The Mayor's Secretary will contact nominees whose nomination was accepted by the judging panel for the award.

17.115 Correspondence received requiring the Council's response.

Friends of Droxford Church (FODC) – community hub extension at Droxford Church.

The Council had received correspondence from the FoDC requesting removal of the gate and brick pillar at the entrance to the Parish Green to facilitate installation of plant to commence development of the Community Hub. It was agreed that Cllr Dennington would respond to the letter requesting assurance that funding is sufficient to complete the project in a reasonable time to mitigate lengthy periods of time whereby the churchyard entrance might appear un-finished and untidy.

ACTION	WHEN	WHO
Respond to FODC	January	MD
Obtain quote to remove cherry trees & tree roots		Clerk

17.116 Items for the next agenda: Complaints Procedure Policy, Reserves Policy.
(Review of PC Memorandums of Understanding at the PC AGM 17 May 18)

17.117 Date of next meeting: 7.30 pm Thursday 15 February 2018 at the Village Hall, Droxford.

The meeting closed at 9.05pm

Signed.....Date.....

APPENDIX A – FINANCE STATEMENT

RECEIPTS (8 Dec 17 – 5 January 18)	£
Quarterly bank interest	10.00
VAT refund	6200.78
PAYMENTS TO BE NOTED	
Bank - quarterly service charge	18.00
O2 mobile December	25.49 (shared with C & M P = £12.75 net Droxford PC)
Clerk's salary December	<u>479.01</u>
	<u>522.50</u>
PAYMENTS TO BE AUTHORISED	
EV46 EMS South Inv 584	300.00
EV47 WCC to empty dog bins Q3	35.00
EV48 R Hoile office expenses	<u>21.71</u>
	<u>356.71</u>
GRANTS	
Home Start	100.00
Meon Valley Community First Responders	<u>250.00</u>
	<u>350.00</u>

Bank Reconciliation 1 April 2017 - 31 December 2017						
				£	£	£
BANK ACCOUNTS						
Current Account: Unity Trust Bank A/C No.455						
Balance as per bank statement No 88 as at 31/12/17					1,104.01	
Add outstanding lodgement						
				-		
<u>Less</u>						
EV45	300197	B Chandler		9.50	-	9.50
Deposit Account: Unity Trust Bank A/C No.069						
Balance as per bank statement No 78 as at 31/12/17					22,368.16	
Cemetery Account: Unity Trust Bank A/C980						
Balance as per bank statement No 28 at 31/12/17					2,714.28	<u>26,176.95</u>
CASH BOOK:						
Balance as per Cashbook 30/04/17						
Balance b/f 1/04/17				25,919.99		
Add Receipts 1/4/17 - 31/10/17				38,407.73		
Less Payments 1/4/17 - 31/10/17				- 38,150.77		<u>26,176.95</u>

RESERVES
Allocated reserves

Capital project – car park	9,883.75	
Raise the Rec donations (Play 802.07 + Pavilion 2710.15)	3,512.22	
Cemetery	2,713.00	
ICT replacement	1,819.00	
General reserve	8,248.98	<u>26, 176.95</u>

APPENDIX B – PLANNING REPORT

6. **PLANNING**

6.1.1 NEW APPLICATIONS see agenda (applications received to 11 Jan 2018 will be included)

6.2.1 APPLICATIONS IN PROGRESS

Reference: SDNP/17/03779/FUL

Proposal: Change of use of first floor accommodation to 3 residential flats

Address: Office Over Meringtons Convenience Store Garrison Hill Droxford SO32 3QL

Reference: SDNP/17/01630/FUL

Proposal: Demolition of an existing shop and the erection of a new detached private dwelling Address: Droxford Antiques High Street Droxford SO32 3PA

Reference: SDNP/17/05657/FUL

Proposal: Single storey extension.

Address : Burnham House, Northend Lane, Droxford SO32 3QN

6.2.2 DECISIONS

SDNP Planning decision notifications received – none

6.2.3 ENFORCEMENT (notified by WCC Planning Enforcement 28/11/17)

Ref: SDNP/13/00181/UNCM Four Acres, Midlington Road, Droxford SO32 3PD
Alleged unauthorised use of mobile homes for residential purposes.

Ref: SDNP/17/00674/ADVERT The White Horse Inn, South Hill, Droxford, SO32 3PB
Alleged unauthorised changes to signage without LBC

Ref: SDNP/16/00367/COU Land at Droxford Lane Hampshire SO32
Alleged residential mobile homes x 2

Ref: SDNP/17/00592/COU Waterside Cottage Cutts Arch Droxford SO32 3PD
Alleged change of use of field to domestic use due to advanced construction of a swimming pool with concerns of treated water by a river.

Ref: SDNP/17/ 00132/UNCM Mobile Home at Clayhill Farm, Mayhill Lane, Swanmore SO32 2QW
Alleged residential mobile homes.

Ref: SDNP/15/00408/COU Swanmore Barn Farm, Park Lane, Swanmore SO32 2QQ
Alleged change of use of agricultural barn to stables.

APPENDIX C

Hampshire County Council Divisional Report for Droxford Parish Council

Electric Vehicles. Hampshire County Council has rolled out its first electric vehicles for staff use, to help cut fuel and energy costs. A new electric delivery van and pool car based at Bar End, Winchester, will cost 97 per cent less to 'fuel' than equivalent diesel vehicles. The Council is also reviewing which other vehicles in its 156 small-vehicle fleet could be replaced with electrics – which could save £210,000 every year. The Council has already saved nearly £30 million in energy costs over the past seven years after cutting its carbon emissions by 38 per cent since 2010. It has now set a more ambitious target to cut carbon from 40 per cent to 50 per cent by 2025.

2018/2019 Budget Proposals. Cllr Roy Perry has stated what budget proposals he will be presenting to the Parliamentary Under Secretary at DCLG. His report says entry fees could be introduced at recycling centres, and the over 65s could be charged £10 for a five-year bus pass. The charge could raise £500,000 for community transport, while £4m could be raised by piloting a pay-as-you-go scheme at HWRCs, generating enough income to safeguard the future of the centres. Some residents fear it will put off residents from visiting the waste sites, and lead to more fly tipping. Cllr Perry says residents have told the Council they would be willing to support raising existing charges or introducing new charges to help cover the costs of running some local services. He said, "If we're able to introduce these initiatives, I remain convinced that they will offer the best approach to protecting these valued services over the longer term."

Cllr Roger Huxstep

Member for Meon Valley Division

11th January 2018