

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

on Monday 13th June 2022 in the Village Hall, Nether Wallop.

- 6284 Present at the meeting:** Cllrs Whitaker, Sangster, Carpenter, Cotterell, Roberts and Graves
- 6285 In Attendance:** Mrs G Foster, Parish Clerk and for part of the meeting HCC Cllr Drew, and 5 members of the public.
- 6286 Welcome:** The Chairman opened the meeting and welcomed the members of the public and explained it was a meeting in public, and not a public meeting. Residents were invited to speak during the two public sessions, and if called upon to do so by the chairman at other parts of the meeting.
- 6287 Apologies for absence:** TVBC Cllr Jeffrey had sent his apologies.
- 6288 Declarations of Interests for items on the agenda, changes in Register of Interests, Requests for dispensations.** No changes were declared.
- 6289 To receive reports from HCC & TVBC - Cllr D Drew & Cllr I Jeffrey.** Cllrs had been forwarded the TVBC Midtest matters and it had been uploaded to the website. The Chairman allowed that the agenda would be interrupted later on when Cllr Drew arrived in order to hear his report and allow him to leave for his next council meeting.
- 6290 Points from the Floor:** A member of the public advised that she was attending the meeting to answer questions in relation to her planning application. She asked if her email had been sent to all councillors and it was confirmed that it had been.
- 6291 To receive an update from the NDP Steering Group.** No further progression had been made.
- 6292 To consider planning applications and agree comments to be sent to Borough Council:**
- 6293** 22/01370/FULLN Hollom Down Farm, The Old Barn - No objection
- 6294** 22/01351/FULLN Dene Farm, Wisdom Lane - No objection
- 6295** 22/01237/FULLN Cartref, Salisbury Lane - No objection
- 6296 To consider a review of planning comments if councillors find that new information has been presented:** The application 22/00764/FULLN - 2 Piccadilly Cottages Station Road had been reviewed in the April meeting and objections had been raised. The applicant had rung the Clerk and asked that the Councillors review the item again as it was felt their comments had been made without understanding the issues. The Clerk had explained that it was not allowed to reconsider the same matter within six months unless new information had come to light which may affect the decision. The Clerk had added the planning application to the agenda in case the applicant could provide some new information in time for the meeting.
- 6297** The Chairman invited the member of the public to speak. She advised the meeting that all the information required to answer Councillors previous comments had been contained in the original reports which were on the TVBC website. Councillors asked if there were any other facts that could be added or advised in the meeting as reviewing the previous decision rested on the technicality of new information being presented. The applicant was unable to supply any new information and it was **RESOLVED:** that as per the Standing Orders, the council could not revisit the previous decision.
- 6298 To approve the Minutes of the previous Full Council meeting on 09th May 2022:** The draft minutes had been posted on the website and it was **RESOLVED:** Unanimously, to approve them. The Chairman signed the minutes.
- 6299** Cllr Drew arrived at 19:30 and spoke about items on his Councillor Report. Subjects were varied and covered potholes, preventing loneliness in Hampshire, the Library service. Repairs to be made to the A3057. The full report can be found on the website.
- 6300** Questions were asked:

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- a) A member of the public asked what the white lines around potholes signify. Cllr Drew had previously asked HCC the same question and had been advised that the painting was not under HCC management and there is no significance to HCC.
- b) Cllr Cotterell asked which organisation HCC was passing personal details to when the website reported it would pass enquiries to “the responsible authority”. **Action: Cllr Drew.**
- c) If libraries are essential Mental Health and Wellbeing, how is this to be managed by volunteers to ensure libraries stay open?
- d) If there had been a response from HCC regarding Climate Change actions being undertaken.
- e) What are the timescales for changes to the roads and Traffic Calming in the Wallops? Cllr Drew advised that the Highways team were hoping to have ideas and designs finalized by year end when work would hopefully start.
- f) A resident asked regarding the £320k that had been budgeted and so far 189k had been spent but nothing achieved. Clarification was asked for regarding the balance still being ring-fenced for the project. Cllr Drew advised thought it would be better to get a proposal for a solution from Highways before pressing about the budget.

6301 Cllr Drew left the meeting at 19.57.

6302 To approve Bank Reconciliation, Payments, Receipts, & Budget as available on the website. (5th May to 8th June): All reports had been posted on the Council’s website prior to the meeting. The Bank reconciliation as of 8th June showed a balance of £61,115.98.

6303 It was **RESOLVED:** Unanimously, to approve all the financial reports including the payments and receipts as below. Payments:

Transaction no.	Counterparty	Cost	Net	VAT	Total
21	Trout Wines	Wine for APM	£ 6.99	£ -	£ 6.99
22	Staff Costs	Salary, Expenses, Tax & NI	£ 1,231.14	£ -	£ 1,231.14
	Southern Fire				
23	protection	Fire Extinguisher Servicing	£ 36.00	£ 7.20	£ 43.20
24	Sparkles	Cleaning 4/4	£ 18.50	£ 3.70	£ 22.20
25	Octopus	Electricity - VG	£ 10.25	£ -	£ 10.25
26	Octopus	Electricity - VH	£ 130.98	£ -	£ 130.98
27	Octopus	Electricity - Pavilion	£ 59.50	£ -	£ 59.50
28	BT	Phone and Broadband	£ 28.21	£ 5.64	£ 33.85
29	Microsoft	Office 365 - April	£ 9.40	£ 1.88	£ 11.28
30	Vitaplay	Weather Shelter balance	£ 6,050.10	£ 1,210.02	£ 7,260.12
31	Vitaplay	Zipwire balance	£ 11,360.49	£ 2,272.09	£ 13,632.58
32	Fresh Air Fitness	Adult exercise equipment	£ 9,736.78	£ 1,947.36	£ 11,684.14
32	Fresh Air Fitness	Adult exercise equipment	£ 833.33	£ 166.67	£ 1,000.00
33	Sparkles	Cleaning May	£ 111.00	£ 22.20	£ 133.20
34	Jules Maintenance	Spraying off carpark	£ 200.00	£ -	£ 200.00
35	Booking Manager	Booking Fees	£ 210.00	£ -	£ 210.00
36	GFC Gardening	Gardening May	£ 36.00	£ -	£ 36.00
37	NetGiant Ltd	Toner for printer	£ 30.00	£ 6.00	£ 36.00
38	GR Garden Care	Pavilion Cleaning for season	£ 95.00	£ -	£ 95.00
39	GR Garden Care	Playing fields strimming	£ 18.75	£ -	£ 18.75
40	Jules Maintenance	Labour for car park	£ 240.00	£ -	£ 240.00
	Abbotts Ann Pest			£ -	
41	Control	Mole catching	£ 70.00		£ 70.00
42	Screwfix	4 Traffic Cones	£ 23.96	£ -	£ 23.96
43	Screwfix	Barrier fencing and pins	£ 139.94	£ -	£ 139.94
44	GR Garden Care	Labour for car park	£ 110.00	£ -	£ 110.00
45	Mark Gregory	Digger for car park	£ 260.00	£ -	£ 260.00
46	VG WG member	Petrol for strimming	£ 30.03	£ -	£ 30.03
47	CA Stevens	58 tons of Type 1 for car park	£ 1,615.25	£ -	£ 1,615.25
48	BT	Phone and Broadband	£ 33.85	£ -	£ 33.85
49	Vitaplay	Weather Shelter inside	£ 695.00	£ 139.00	£ 834.00
50	Nick Adams	Post installation inspection	£ 385.00	£ 77.00	£ 462.00
51	Moviola	West Side Story	£ 72.33	£ 13.47	£ 85.80
52	Steven Welford	Juggling Jake at picnic	£ 200.00	£ -	£ 200.00
53	J Canneaux	Glitterbugs Face Painting at Jubilee	£ 150.00	£ -	£ 150.00
54	Staff Costs	Salary, Expenses, Tax & NI	£ 1,138.55	£ -	£ 1,138.55
		Total	£ 35,376.34	£ 5,872.22	£ 41,248.56

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6304 Receipts that had been received were noted as below:

Transaction no.	Counterparty	Cost	Net	VAT	Total
14	VH - 001 Pilates	Hall hire	£ 16.00	£ -	£ 16.00
15	VH - 007 Bridge Club	Hall hire	£ 20.00	£ -	£ 20.00
16	VH -008 Quiz Night	Hall hire	£ 16.00	£ -	£ 16.00
17	VH -009 St Andrews Church	Hall hire	£ 8.00	£ -	£ 8.00
18	VH -010 Book Club	Hall hire	£ 12.00	£ -	£ 12.00
19	T - 005 Various Tennis	Tennis Court bulk bookings	£ 40.00	£ -	£ 40.00
20	FN - 002 Film Night	Movie night income	£ 75.57	£ -	£ 75.57
21	T - 006 Various Tennis	Tennis Court bulk bookings	£ 40.00	£ -	£ 40.00
Debtor	2022/021 Private Hire	Hall hire	£ 16.00	£ -	£ 16.00
22	T-007 Various Tennis	Tennis Court bulk bookings	£ 50.00	£ -	£ 50.00
	Total		£ 293.57	£ -	£ 293.57

6305 **To note Urgent payments/orders under Scheme of Delegation:** Councillors noted the payments and who had been involved in authorizing them between meetings under the Scheme. All were approved in minute no. 6303.

6306 **To consider what action to take to reduce Bonfire Nuisance:** Councillors discussed the problems associated with ill-timed bonfires. It was decided that no action should be taken at this time, but that residents should be reminded to consider the impact of their bonfires on their neighbours. It was suggested that people might try discuss with their neighbours when a mutually convenient time might be, bearing in mind that people often have washing out drying during the day and in the evening wish to sit in their gardens when the weather is good.

6307 **To note progress on the Resilience Plan:** Cllrs Sangster and Carpenter reported that the plan is theoretically fine, but needs updating and needs to be checked annually. There are two lists of volunteers; Street Wardens who were set up during the pandemic, and Resilience Volunteers that had access to certain equipment that may be useful in emergencies. Both lists needed updating. **Action: Cllrs Sangster and Carpenter.**

6308 Revised permission forms for holding and publishing personal data would need to be received from each volunteer. These would be given to the Clerk for the GDPR file. **Action: Cllrs Sangster and Carpenter.**

6309 **To Review the council’s policies and procedures:** The amendments to the policies for Training, and Equality and Diversity and the Publication Scheme were reviewed and accepted. The new policies for Dignity at Work and the Lone Worker policy were approved. **Action: Clerk.**

6310 **To receive a list of Risk Assessments and decide on Actions:** The suggested amendments for the Village Hall, The Village Picnic and the Playing Fields Risk Assessments were reviewed, and it was **RESOLVED:** Unanimously, to accept any suggested amendments and approve the three versions. **Action: Clerk.**

6311 **To consider if Village Hall keys can be provided to Speedwatch team leaders for access to the SID. After discussion, it was RESOLVED:** Unanimously, that a key box should be installed in a safe place. **Action: Councillor Whitaker.** The Village Hall insurance would be checked. **Action: Clerk.**

6312 **To review the snagging list for playing fields works:** Councillors had noted the report which the Clerk was following up on.

6313 **To confirm the process of Safety checks at the playing fields.** The Clerk had prepared a Weekly check list based on the O&M manual provided by the Exercise Equipment manufacturers. It would be added to as soon as other equipment was received. A monthly log is required in order to preserve the guarantee of the Exercise equipment. It was **RESOLVED:** Unanimously to adopt both forms.

6314 Councillor Sangster reported that the elliptical trainer was not running smoothly and making a quiet clunking noise. The manufacturers would be asked to investigate when they returned to perform other snagging items. **Action: Clerk.**

6315 **To decide which councillor(s) / or public will be responsible for Exercise Equipment checks and to consider costs:** Councillors were advised that the inspections need to be carried out weekly, and formal paper records need to be kept. It was felt this was too much of a responsibility for a volunteer as it is very important to retain paperwork. A suggested job description had been drafted by the Clerk and it was **RESOLVED:** Unanimously, that the draft be converted into an advert and circulated to councillors after the meeting. A final version would be publicized via the usual methods. **Action: Clerk.**

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- 6316** Equipment inspection training was discussed and felt necessary for at least two people. Dates for courses would be obtained. It was agreed that other parishes would be asked if they wanted to attend. **Action: Clerk.**
- 6317** **To note a report on recent Issues with Dogs:** There have been two attacks on cats and two reports of significant dog fouling in two areas. The Parish Council have not been involved in the incidents involving uncontrolled dogs but the TVBC Animal Welfare Officer had been informed. The Clerk had asked for advice in how to prevent similar incidents occurring and had been informed that TVBC will shortly be opening a fully fenced dog walking field near Barrow Hill (on the way to Andover) which may be suitable for people walking dogs they have limited control over.
- 6318** Dog mess in Trout Lane: A resident has complained that people are leaving dog poo bags in the boundary hedge of his property. Over 50 bags have been discovered. Cllr Whitaker has sited black bin next to her driveway with a notice on it that bagged dog mess can be left in it, but it is not yet known whether the previous offender has stopped their disgusting behaviour.
- 6319** Another report has been received of a resident who has been seen throwing a dog mess bag into the grounds of Winton House. The TVBCV Animal Welfare Officer has advised that any camera footage (dashcam, mobile phone, wildlife camera) showing people failing to clear up dog mess, or leaving bags around the area should be sent to him as it can be used as evidence for prosecuting offenders. The Council ask residents to regularly check any camera recordings they have. **RMason@testvalley.gov.uk**
- 6320** Cllr Sangster reported that when the contractor strimming under the large Beech Tree had last cut, he had found at least nine deposits in the longer grass and was lucky to be wearing goggles. It was suggested that raising the canopy might allow the large mower to mow tighter to the tree trunk, but this was not felt to be a solution and Cllrs did not want to raise the canopy. Owners are asked to closely watch their dogs if off lead.
- 6321** **To consider if a Dog Mess Bag Dispenser should be sited at the playing fields and to approve the distribution area and wording for a TVBC letter.** Councillors had mixed views about the dog bag dispenser and after consideration it was **RESOLVED:** by Majority, that one would not be installed. The Animal Welfare Officer at TVBC would be asked to write an open letter, which would be publicized. **Action: Clerk.**
- 6322** **To consider if a PSPO (Public Space Protection Order) should be investigated.** After discussion it was felt that provided behaviour improved regarding dog fouling and control of dogs, that the PSPO would not be required, but it would remain as a possibility to investigate if need be in the future.
- 6323** **To review the outstanding items on the Asset Register.** Councillors had been asked to carry out stocktakes on the items on the Asset Register in the March 2022 meeting.
- 6324** Confirmation of items on the Playing Fields was still outstanding. **Action: Cllr Sangster.**
- 6325** Confirmation of the items stored under the heading Village Green was also still outstanding. **Action: Cllr Carpenter.**
- 6326** Cllr Whitaker stressed that the Council do not have any information of how many tables and chairs and tents are stored and when asked for a key to the Barn, the owner advised he didn't have a key as the Village Green Working Group had changed the lock. This is a creating a fire-risk for the property and must be resolved without delay.
- 6327** **To note the Clerk's Report and correspondence received and decide on actions:**
- 6328** The insurance schedule has been amended to include the Zipwire, Adult Exercise Equipment and the Weather Shelter. The contents insurance value for the Village Hall has also been amended.
- 6329** A resident has sent an email regarding the Village Hall Garden. This has been circulated to councillors with a suggested response, Cllr Graves would send some amendments and the response would be sent. **Action: Cllr Graves and Clerk.**
- 6330** A report regarding Broadband in the parish had been received from the member of the public organising the installation. In September 2021 the scheme for Nether Wallop was costed by Openreach, for 364 premises it would cost £69k or £192 for each. Commitments were taken from residents and Openreach agreed to the "on demand" method. Following many chase ups, the NW Volunteer had been advised that all works are on hold due to DCMS issues elsewhere in the county. MP Caroline Nokes has been in contact with DCMS, but no progress has yet been made. The full report is available on the website.

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- 6331** A resident had advised that building works are taking place at 1 Peacocks Cottages in Church Hill and asked if a planning application has been approved for it. The Clerk had checked with TVBC who advised it is Permitted Development.
- 6332** Test Valley School have written to advise that the governors have proposed that the school will join the HISP Multi Academy Trust (MAT). A copy of the letter has been circulated to councillors and posted on the website. It would be publicized further. **Action: Clerk.**
- 6333** **To review reports received from Councillors & approve any cost implications:**
- 6334** **Safe Travel WG** - Cllr Graves advised the teams were continuing to go out and an early session of 0600-0710 had recently been held. Five vehicles had been caught significantly speeding in the 30mph limit, the highest noted was 42mph. More early sessions are planned.
- 6335** **Traffic Calming Scheme** – as had been heard from Cllr Drew, HCC were aiming to propose a solution by the end of the year.
- 6336** **Playing Fields and Playground** – Cllr Sangster reported that the playing fields were looking good.
- 6337** **Footpaths** – Cllr Roberts had asked that the lengthsman trim all the footpaths last month, but there had only been time to complete 13 of the 17. The remaining ones would be carried out on June.
- 6338** A resident had reported a locked stile on the footpath from Middle Wallop to School Lane, but upon checking it was found to be open.
- 6339** **Village Green** – Cllr Carpenter had nothing to report.
- 6340** **Village Hall** – Cllr Whitaker advised the event held to test the installation of the acoustic panels had been successful. 25 people had attended and noticed a benefit. Thanks to the New Village Hall Trust for organizing and paying for the work.
- 6341** **Wallops Parish Hall** – The WPH continues to be open and used. There are issues with the reporting of the AGAR this year which is being investigated.
- 6342** **Matters raised by councillors for noting or adding to the next month’s agenda:** Cllr Whitaker advised she would not be able to attend the July meeting and offered apologies in advance.
- 6343** A resident had asked if the Playing Fields were available for hire for Children’s parties. This had been done before. Formal Terms and Conditions would need to be drafted for review at the next meeting. **Action: Clerk.**
- 6344** **Points from the floor:** A resident mentioned that the Beacon lighting event on the Village Green had been enjoyed by a lot of people. Councillors had been asked where the Beacon should be stored and it was decided that the container would house it temporarily.
- 6345** **To resolve to exclude the public and press from the meeting due to the confidential nature of the next item:** It was **RESOLVED:** Unanimously, to close the meeting to the press and public at 21:09.
- 6346** **To consider procedure & processes involved in employing staff:** A verbal report was given, and a blank contract based on the SLCC template was reviewed. Three councillors abstained from voting and it was **RESOLVED:** Unanimously, that the recommendation from the HR working group be approved. **Action: Clerk.**
- 6347** The Clerk gave a written report to Councillors detailing issues relating to employment of WPH staff and how this was recorded on the WPH AGAR for 2021/22. No decision was required to be made by council. It was recommended that the Internal Auditor’s advice be sought, and a meeting arranged with OWPC. **Action: Clerk.**
- 6348** **Date of next monthly meeting: Monday 11th July 2022, at 7.15.**
- 6349** The Chairman closed the meeting at 22.10 hrs.

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