

Minutes of Nether Wallop Parish Council Meeting held at 7.30 pm

on Monday 11 November 2019 in the Village Hall

4591 Present: Cllrs Souter, Carpenter, James, Cotterell, Whitaker and Sangster

4592 In Attendance: Mrs G Foster, Parish Clerk
Mr I James, Footpaths Officer.

4593 Also present: HCC Cllr A Gibson and 1 member of the public.

4594 Welcome and introduction: Cllr Souter thanked everyone for coming.

4595 Apologies: Cllr Addison and Cllr Jeffrey had sent their apologies.

4596 To receive reports from HCC Cllr A Gibson and TVBC Cllr I Jeffrey. Cllr Jeffrey had sent the MidTest Matters newsletter which had been posted on the website.

4597 Cllr Gibson gave a short and informal explanation regarding the current campaign against the planning application to build an Incinerator alongside the A303 just East of Andover, adjacent to the Raymond Brown “Enviropark”. Many local villages will be affected although the Wallops will not be visually impacted. The planning application has been made directly to the Secretary of State rather than Hampshire County Council. The Council is aware of significant public outcry that the structure will be placed at the top of a hill and will become an ugly landmark. Information opposing the build can be found at bintheincinerator.co.uk. The public consultation is underway and will close on 12th December.

4598 Cllr Gibson also reported on the ongoing discussions between Hampshire Highways and Over Wallop Parish Council relating to the Salisbury Lane roadworks. Highways were now investigating widening the road space to allow turning circles to be built which could accommodate 11m vehicles to turn.

4599 If residents are aware of any neighbours struggling to stay warm this winter they are encouraged to check www.environmentcentre.com, which advises on eligibility for claiming the Warm Home Discount.

4600 Hampshire County Council are expecting the Budget for next year to be cut by approx. £80 Million. The Council is prioritizing Adult Social Care, and Children and Education. It is very likely that the Highways budget will be further reduced as might the Lengthsman Scheme. Cllr Gibson left the meeting at 7.55pm.

4601 Declarations of interests. Cllr Souter formally declared an interest in the last planning application, however he advised that TVBC had already written to him giving permission for the works to go ahead. Councillor agreed it was not necessary to consider the application in this case.

4602 Cllr James declared a pecuniary interest in her quarter share of the company: Five Bells Community Pub Limited. It was noted that this company was currently dormant however. The subject would be referred to in the Correspondence received agenda item.

4603 Planning applications: The following applications were considered by Council:

- a) 19/02577/DDCA | Felling of - three large Ash trees and sapling (in back garden); two saplings (on island); one Ash tree on boundary line with neighbour | Yew Tree Cottage High Street – decision made to be cut down as dangerous. Beech oak or lime would be planted to replace felled trees. – **NO COMMENT**.
- b) 19/02476/TREEN | Remove dead Fir tree; Reduce Pine tree by 4m and shape remaining canopy | Blenheim Cottage Five Bells Lane – **NO COMMENT**
- c) 19/02451/TREEN | Willow Saplings - Permission sought for annual pollarding to keep trees at height of 1.6m and removal of previous years stems | Fir Cottage The Square – **NOT DISCUSSED**

4604 Feedback would be sent to TVBC. **Action: Clerk.**

4605 Points from the floor: None were raised.

4606 To approve the Minutes of the previous meeting: The minutes of 14 October 2019 had been sent to Councillors prior to the meeting. **Proposed:** Cllr Souter **Seconded:** Cllr Carpenter. **Resolved:** to approve the minutes and the Chairman signed as a true and accurate record.

4607 To review the action list from the prior Month. The following actions remained outstanding:

4530 - Complete the grant for NDP – Clerk (awaiting NDP Questionnaire feedback)

4584 - To investigate which defibrillator to buy.

4585 – Arranging a First Aid session on how to use the defibrillator.

4608 To receive Financial reports. Prior to the meeting the Clerk had circulated the Bank reconciliation, the Budget reports and a schedule of payments for approval and lists of payments and receipts. The issue with the previous month's reports had been identified and corrected. **Resolved:** Unanimously that the bank reconciliation and statement be accepted. **Action: Clerk.**

4609 Proposed: Cllr Cotterell **Seconded:** Cllr Whitaker **RESOLVED:** Unanimously that payments be approved as below:

OWPCC	Advertising	£	20.00
Geosphere Ltd	Parish Online Subs	£	90.00
ICO	Membership/Subscription	£	40.00
D Pasque	Mowing Recreation Ground	£	864.00
D Robins	Hedge Cutting Playing Fields	£	130.00
The Studio Romsey	NDP map printing	£	39.60
The Studio Romsey	NDP questionnaire printing	£	712.08
TVBC	Premises Licence	£	70.00
SLCC	The Clerk's Manual	£	52.30
G Richardson	Football Pitch Marking	£	440.00
Total			£2,457.98

4610 The receipts paid into the bank since the last meeting were noted as:

Hall Hires	£	163.00
Donation from Rugby Viewings	£	181.65
Tennis	£	93.45
Football income	£	128.80
VAT refund	£	815.55
Total		£ 1,382.45

4611 It was suggested that the Clerk's Salary be increased due to increased workload. A schedule would be prepared for consideration at the next meeting. **Action: Clerk.**

4612 Councillors noted the electricity bill for the Pavilion at the playing fields was higher than that of the Village Hall. It was explained that the Pavilion was not insulated and in order to keep pipes from freezing that the heating must be left on. However it had been necessary to turn down the heating multiple times this year after Pavilion use as users had turned the heating up and left it on.

4613 A detailed budget report for the current financial year was presented which was on track for half year spending. A provisional budget for the next financial year had been prepared and explanations of the suggested differences were discussed. The Clerk recommended making provisions for long term replacement of assets in addition to yearly maintenance costs given that some assets had limited shelf lives. It was suggested that the Village Green Working Group might review the Marquee Hire Charges as the current rate was exceptionally good value and yet the amount of hours of work put in by the team each time the Marquees were hired was quite considerable. **Action: Cllr Carpenter.**

4614 Councillors would look at the detailed budget reports during the next month in preparation for the budget discussions at the December meeting. **Action: All.**

4615 Highways: Cllr Cotterell had not heard of any issues other than flooding on Hollom Down Road. The Footpaths Officer had noticed a tree on Farley Street was leaning at an angle over the road and therefore may need some works. Road Closure signs had been left next to Stuart's Bridge since June. Both issues would be logged on HCC website. **Action: Clerk.**

- 4616** Leaves were needing to be cleared from the roads and drains. HCC sucker truck was expected to do this, but HCC would be chased for confirmation. **Action: Mr I James.**
- 4617 Playing Fields:** Cllr Carpenter had discussed with the Chairman his need to step down from this Cllr role due to taking on another voluntary role locally. Cllr Sangster had agreed to take on the reporting and responsibility for the Playing Fields with immediate effect. A handover of duties and information would be arranged. **Action: Cllr Carpenter and Sangster.**
- 4618 Village Green:** Cllr Carpenter had nothing to report other than the WG hoped to arrange one more cut of the grass before the winter. Councillors discussed that bills for the Mower servicing and replacement parts had been paid and that provisions should be made for these next year. It was asked if the Council could consider acquiring a ride-on-mower which did not use an internal combustion engine as a replacement in the future. Some research would be undertaken. **Action: Clerk.**
- 4619 Village Hall:** The hall being well used and film nights continued to be popular. The Router for internet access in the Hall had been replaced. The new password had been distributed and would be displayed on the Hall's notice board in the foyer. **Action: Clerk.**
- 4620** The new Hall Gardener had sent a copy of this liability insurance and would prepare a risk assessment at his introductory meeting with Cllr Whitaker. He would be given a Hall key for access to water. **Action: Cllr Souter and Whitaker.**
- 4621 Wallops Parish Hall:** There had not been a meeting of the Committee since the last Council meeting.
- 4622 Footpaths:** The Footpaths officer had distributed a report prior to the meeting and it was available on the website.
- 4623 Neighbourhood Development Plan:** Cllr Addison had provided a report to Councillors and the NDP Steering Group minutes had been published in draft on the website. The Questionnaire had been distributed around the Parish and responses were being collated and would be shared with PC prior to publication. Stakeholders were being contacted and lists of responses and dates were being noted. The Facebook and Instagram media accounts were running as expected. The Wilding Wallops group had been added under the Steering group as an additional Working Group. The Steering Group had made a recommendation to Council regarding the appointment of a consultant to write the NDP.
- 4624 To consider the cost of and recommendation from the NDP Steering Group to appoint a consultant.** A table of three quotations had been prepared by the Steering Group and they had made a recommendation after considering cost, experience, availability and size of consultancy company. **Proposed:** Cllr Souter **Seconded:** Cllr Cotterell **Resolved:** Unanimously, that Richard Eastman of FERIA UK be engaged on behalf of the Parish Council. A formal appointment would be sent. **Action: Clerk.**
- 4625 To note correspondence received and determine action required.** A formal Notice of Disposition of the Five Bells Public House had been received as the pub had been listed as Asset of Community Value. The Notice of Disposition required the Council to register their intention to bid within 6 weeks of the notice if there was sufficient community interest to buy the Pub. The NDP Questionnaire included questions to gauge public feeling on the issue and the results would be known prior to the deadline date of 27th November. If public opinion was found to be in support of positive action to preserve the Community Asset then there would follow a 6 months period for a bid to be raised. It was noted that TVBC are considering making a compulsory purchase order and that the value would be as decided by the District Valuer. Analysis of the questionnaire results would be expedited. **Action: Cllrs Addison, Cotterell and the Clerk.**
- 4626** The Independent Commissioner's Office had confirmed receipt of the Council's DD instruction and had sent the annual Registration Certificate.
- 4627** An email from the agent handling the monopole application at the Playing Fields had been received during the day. It had offered a slight increase in the consideration offered for permission to site the mast at the Playing Fields. However the consultant advised he was preparing proceedings for a Tribunal hearing. Unfortunately no time had been available to ensure that the subject could be placed on the agenda for consideration in line with the statutory

requirements, and hence no decision could lawfully be taken. Councillors however re-iterated their deep concern regarding the potential loss of the safe area for children to play and the loss of a community asset should the mast siting and set down area go ahead. It was further noted that when the consultant referred to “their customers” they were referring to the Telecommunications Company, which was believed to be Vodafone, rather than the customers actually being users of mobile phones. The subject would be added to the next agenda. **Action: Clerk.**

4628 To review the website and accessibility including GDPR. Cllr Cotterell reported that the new requirements for accessibility needed to be complied with by Sept 2020. It was believed that the current website set up was compliant. Further investigation in obtaining confirmation of this would be made and the ICO Parish Council advice pack would be consulted. **Action: Clerk.**

4629 The Data Protection policy would be updated if necessary and scheduled for review on a future agenda. **Action: Clerk.**

4630 It was noted that although all the Council’s Minutes were available on the website, that the 2017 Minutes appeared before the 2019 copies. A re-organisation would be carried out. **Action: Cllr James.**

4631 New Councillors’ contact information needed updating on the website. **Action: Clerk.**

4632 To consider the need for and cost of a laptop for access to accounts backup. Cllr James explained that the current Council owned Chromebook was not able to run the accounts package and therefore Councillors’ duty to satisfy themselves that the RFO was operating correctly could not be achieved. A benefit of having a more comprehensive machine would be that hard copy reports would not be required for Council meetings and that electronic reports could be displayed for councillors and the public using the Hall’s projector. **Proposed:** Cllr James, **Seconded:** Cllr Cotterell. **Resolved:** Unanimously, to buy a new laptop to the required specification for under £200. **Action: Cllr James/Cotterell.**

4633 To consider if a Councillor should attend the TVBC Tree survey course. Cllr Souter offered to undertake the training on Friday 24th January and to pass on the received information to all Councillors. A resident offered to help with the mapping and tree inspections afterwards which was received with thanks. **Resolved:** Unanimously that Cllr Souter attend the training at a cost of £155.00+ VAT. The course would be booked. **Action: Cllr Souter and Clerk.**

4634 To consider and if thought appropriate to adopt a Tree Maintenance policy. It was **Proposed:** Cllr Souter **Seconded:** Cllr Whitaker. **Resolved:** Unanimous to adopt the draft Tree Policy that had been circulated along with a tree inspection form. **Action: Clerk.**

4635 To consider if the Council should apply for a Community Asset Fund (CAF) Grant: The deadline for submission of bids was 24th November and although some preparatory work had been done, it was felt that a comprehensive plan was required for the bidding and there was not enough time to achieve this. It was suggested that a new Pavilion and recreation ground upgrade be investigated as a project for next year and that responses from the NDP questionnaire would show whether there was community support for the Playing Fields and amenities there. Bid applications would be deferred until the new financial year.

4636 Matters raised by Councillors: None.

4637 Points from the floor: None were raised.

4638 The next meeting will be held on Monday 9th December 2019 in the village hall at 7.30pm.

4639 The Chairman thanked all for attending and closed the meeting at 9.30 pm.

Signed as a true and accurate record of the meeting

by Chairman

Date