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| **MINUTES of the MEETING of WONSTON PARISH COUNCIL (WPC)**  **Held at 7.30pm on Wednesday 11th July 2018 in the Victoria Hall, Sutton Scotney**  Present: Clive Cook, Judith Polak, Chris Whitehouse, Andrew Wheeler, Pauline Maunder.  In attendance: HCCllr Jackie Porter, WCCllr Stephen Godfrey, WCCllr Caroline Horrill.  Public None.  Clerk Jocelyn Jenkins | | | | | | | | |
|  |  | **Minutes** | | | |  | R | |
| **1599** | **1.1** | **Apologies for Absence.** Cllr Lucy Dowson, WCCllr Patrick Cunningham. | | | | Closed |  | |
| **1600** | **1.2** | **Any Declarations of Interest to be declared/dispensations agreed**. Cllr Polak – Gratton Trust (NPI). | | | | Closed |  | |
| **1601** | **1.3** | **Minutes of the** meeting of 13th June 2018 were **agreed** and signed. | | | | Closed |  | |
| **1602** | **1.4** | **Co-option** No candidates for co-option attended the meeting. | | | |  |  | |
|  | **2** | **Reports – the meeting adjourned during reports.** | | | |  |  | |
|  | **2.1** | **The Public:** None present. | | | |  |  | |
|  | **2.2** | **The Police:** No report. | | | | Closed |  | |
|  | **2.3** | **Report from HCCllr Jackie Porter:** HCCllr Porter provided a written report (Appendix 1) which draws attention to consultations by WCC on the new sport and leisure centre and HCC on street lighting, supported passenger transport services and the concessionary travel scheme. The speed reduction to 40mph at the Cart and Horses junction has now been agreed. | | | | Closed |  | |
|  | **2.4** | **Report from WCCllr Stephen Godfrey:** WCCllr Godfrey advised that Universal Credit was rolled out to Winchester last week. All those claiming DWP benefits will now move across as their benefits change and it is estimated that this will be between forty and sixty claimants each month. The transition can lead to rent arrears and cause issues with landlords. Some changes have been introduced to ease the transition and the City Council are providing money advice and liaising with Citizens Advice and the DWP. With the claimants permission rent can be paid directly to landlords and the City Council are writing to all rent rebate claimants to provide advice. Early notice of those who may need help will mean that the Council can offer assistance. Claims can be made by telephone if there is no internet access and home visits are available for the disabled and those with special needs. | | | |  |  | |
|  | **2.5** | **Report from WCCllr Caroline Horrill:** WCCllr Horrill noted that Chesil Lodge opened last week and will be fully operational from Monday 16th July. The restaurant on the ground floor is open to the public. The centre provides assisted living with 24 hour care available in the one and two bedroomed apartments. HCC are working in collaboration by putting in the care packages for residents. The day centre is also moving to this location and charities such as St Johns are being encouraged to use this.  Homes England are providing a grant towards new homes at Stanmoor. The Government cap on borrowing for housing is being raised to enable more house building. | | | |  |  | |
|  |  | The meeting resumed after reports. | | | |  |  | |
| **1603** | **3** | **Correspondence received by the Clerk since the last meeting.** | | | |  |  | |
|  |  | The Council discussed and agreed actions for the following issues: | | | |  |  | |
| **1603.1** | **3.1** | **Winchester Playing Pitch Strategy –** The report identifies some spare capacity and that Barton Farm will create one additional adult pitch and two youth pitches. A copy of the report will be sent to the Chairman of the Gratton Trust. | | | | Closed |  | |
| **1603.2** | **3.2** | **Local Plan update –** A briefing meeting for Parish Councils will be held in October. WCC are awaiting, from Government, the figures for new homes which it must include in the plan. Noted. | | | | Closed |  | |
| **1603.3** | **3.3** | **Lengthsman meeting –** This is now scheduled for Tuesday 25th September at 11.30am. Cllr Whitehouse or the Clerk will try to attend. | | | | Closed |  | |
| **1603.4** | **3.4** | **Letter from the family of Gwen Manners –** A letter has been received thanking the Parish Council for the plaque on the bench at Bogmoor. | | | | Closed |  | |
|  |  | **Matters arising from the minutes of 13th June 2018.**  The Council discussed updates and agreed actions for the following issues: | | | |  |  | |
| **1604** | **4** | **General Matters** | | | |  |  | |
| **1604.1** | **1593.1** | **Gratton Trust** : £5,500 was raised at the Festival and a circus id booked for September.  Fields in Trust Registration – The application has been postponed pending reaching a boundary agreement with the Gratton Surgery.  Boundary with the Gratton Surgery – A response is awaited from the Gratton Surgery.  Building repairs – Cllr Polak advised that a quotation for the electrical work is awaited and that plans are being drawn up for the proposed extension for which pre-application advice may be sought from WCC. | | | | Clerk |  | |
| **1604.2** | **1593.2** | **Oxford Road Crossing** – The project has been delayed as HCC require it to be on the CIL(Construction Infrastructure Levy) 123 List but WCC have advised that they are reviewing how CIL: funds are allocated and cannot consider items until their review has been completed.  WCCllr Horrill agreed to raise this matter further with Simon Finch of WCC who is responsible for the review. | | | | Clerk |  | |
| **1604.3** | **1593.3** | **Affordable Housing:**  **Hyde Housing –** The project Manager has advised that the roofs are now on all the units and kitchen fitting is commencing.  There are four shared ownership houses (2 and 3 bed) for local people on the development and Hyde Housing have begun to promote these. Anyone who would like more information can contact Hyde, or Jocelyn the Parish Clerk, for more information.  **Exception sites review –** The meeting between WCC and the solicitors for the Mrs Toogoode Trust will take place this month on 26th July. WCC are also interested in any other potential exception sites and members of the public are encouraged to contact them with details. | | | | Clerk |  | |
| **1604.4** | **1593.4** | **Emergency Plan –** The updated plan is now on the website. Posters have been laminated for display in the Parish and the team members have been provided with copies of the guideline procedures. | | | | Clerk |  | |
| **1605** | **5** | **PLAY AREAS**  Council discussed and agreed actions for the following: | | | |  |  | |
| **1605.1** | **1594.1** | **Stoke Charity/Hunton Play Area (STCH&H) –** **Monthly/Annual Inspection –** No new issues identified. | | | | Clerk |  | |
| **1605.2** | **1594.2** | **Pigeonhouse Yard (PHY) Play Area – Monthly/Annual Inspection** – No new issues  Soakaway – A new area was tested but has also proved not to be sufficient and the agent for PHY is liaising with the Environment Agency and contractors over potential solutions. | | | | Clerk |  | |
| **1606** | **6** | **HIGHWAYS ISSUES - FOOTPATHS, GRIT BINS etc**  Council discussed updates and agreed actions for the following: | | | |  |  | |
| **1606.1** | **1595.1** | **Noticeboards –** The noticeboard and bench at Gratton Close are now in place and the bin has been ordered. | | | |  |  | |
| **1606.2** | **1595.2** | **Benches –** Permission is awaited from the landowner to install a bench at Kitson’s Clumps. | | | |  |  | |
| **1606.3** | **New** | **Stockbridge Road signage –** A summary of the information provided by Mr Parker and the comments of WCCllr Godfrey was considered. The Council did not agree to write to Winchester City Council to support the request, by Mr Parker, for additional signage. | | | | Closed |  | |
| **1606.4** | **New** | **Litter-pickers –** Letters have been prepared asking for confirmation that the risk assessment is being adhered to and these will be issued with the GDPR Privacy Notice for Staff, Councillors and Role Holders. It was **agreed** to send £15 M&S vouchers to those who reply to confirm that they are picking in accordance with the risk assessment. | | | | Closed |  | |
| **1607** | **7** | **PLANNING** | | | |  |  | |
|  |  | **New Applications detailed below were considered and agreed as follows:** | | | |  |  | |
| **1607.1** | **550** | 2 Meadowbank, Stockbridge Road, Sutton Scotney. | Tree works: maple to reduce, lilac to dismantle to 1m & willow to remove limb. | **18/01425/TPC**  **No comment** | | Closed |  | |
| **1607.2** | **551** | Chapel Lodge, Stockbridge Road, Sutton Scotney. | Norway maple to crown lift. | **18/01497/TPC**  **No comment** | | Closed |  | |
| **1607.3** | **552** | Lake House, Norton, Sutton Scotney. | Two storey extension following partial demolition. | **18/01370/HOU**  **Conditions to any planning approval requested.** | | Closed |  | |
| **1608** | **8** | **ACCOUNTS/Audit** | | | |  |  | |
| **1608.1** | **1597.1** | **Balances:** As at 30/06/18 General Reserves are £101,051.00 but after Earmarked Reserves are £24468.00. Payments for July and August (detailed below) totalling £2033.20 were agreed by the Council. | | | | Closed |  | |
|  |  | |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Grass & Grounds Ltd** | **June grass cutting** | **278.16** |  |  |  |  |  |  |  | | **Victoria Hall** | **PC room & hall hire** | **132.00** |  |  |  |  |  |  |  | | **Victoria Hall** | **Scots Tots hall rental** | **140.00** |  |  |  |  |  |  |  | | **HMRC** | **1st Qtr PAYE** | **92.00** |  |  |  |  |  |  |  | | **Hants Pension Fund** | **June pension contributions** | **124.47** |  |  |  |  |  |  |  | | **Jocelyn Jenkins** | **June expenses** | **61.62** |  |  |  |  |  |  |  | | **Jocelyn Jenkins** | **July salary** | **540.24** |  |  |  |  |  |  |  | | **Hants Pension Fund** | **July pension contributions** | **124.47** |  |  |  |  |  |  |  | | **Jocelyn Jenkins** | **August salary** | **540.24** |  |  |  |  |  |  |  | |  |  | **2033.20** |  |  |  |  |  |  |  | | | |  | | |  |
| **1608.2** | **1597.2** | **Reserves & CIL Monies –** All the CIL monies have now been allocated to projects. | | | | Clerk |  | |
| **1608.3** | **1597.3** | **General Data Protection Regulations –** The privacy notice for staff, councillors and role holders has been finalised. | | | | Clerk |  | |
| **1608.4** | **1597.4** | **Annual Return 2017/18, Section 1 –** The Annual Governance Statement was **agreed** and signed. | | | | Closed |  | |
| **1609** | **9** | **Other Council Matters** | | | |  |  | |
| **1609.1** | **1598.1** | **Allotments –** No matters arising this month. | | | | Clerk |  | |
| **1609.2** | **New** | **Burial Ground –** No further correspondence has been received following a letter sent about flowers in the cremation area. | | | | Clerk |  | |
| **9.15pm** |  | **Next meeting - Wednesday 12th September 2018** | | | |  |  | |
| **Signed: Chairman …..…………….…………….....** **dated.........................................................** | | | | | | | | |