

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Monday 2nd December 2019 in the Lady Kaye Meeting Room

Present: Cllr Chris Farrance (Chair), Cllr Diana Harvey, Cllr Ian Wilson, Cllr Stuart Elborn, Cllr Peter Gee, Cllr Roger Robertson, Cllr Steve Airton and Cllr Tony Woods.

In attendance: Karyn Reid (Executive Clerk), Sarah Daly (Deputy Clerk, left at 9.45pm), Julian Martin (Horticulture and Amenities Officer), District Councillor Tim Southern (left at 9.43pm) and 3 members of the public (left at 7.44pm).

Abbreviations used in these minutes:

Cllr ~ Councillor

HCC ~Hampshire County Council

HDC ~ Hart District Council

HWPC ~ Hartley Wintney Parish Council

NHP ~ Neighbourhood Plan

HAO ~ Horticulture and Amenities Officer

19/20PC

113. OPEN FORUM

The meeting started at 7.32pm.

Three members of the public presented their concerns regarding the proposed cuts to the No 7 bus service in January 2020. HWPC was asked to write to Reading Buses requesting a reprieve for a year, during which time an active campaign could take place to get more people to use the bus service.

Cllr Farrance stated that HWPC had responded to Reading Buses. When the service was initially implemented it was on a 12-month trial basis. Analysis of the income and expenditure showed the service to be unprofitable, so some parts of the service were cut but it is still unprofitable. Many calls have been received about withdrawal of the service however, HWPC can't make the final decision as it is a commercial service.

Cllr Farrance thanked the members of the public for attending and informed them that further discussion would take place under item 19/20FC 125.

3 members of the public left at 7.44pm.

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114. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Becky Moss, Sarah Craig, Fiona Sutton and Dorothy Harvey, plus District Councillor Anne Crampton.

The HAO introduced himself. The Executive Clerk requested that the HAO attend the next E&A Committee meeting.

ACTION: Deputy Clerk to invite the HAO to the next E&A meeting.

19/20PC

115. DISPENSATIONS UNDER S33 OF THE LOCALISM ACT (2011)

Cllr Farrance requested a dispensation for all Councillors to enable participation on agenda item 19/20PC 121 iii) Review of Budget for FC 2020/21, where they would otherwise have a Disclosable Pecuniary Interest. This was approved by the Deputy Clerk and confirmed to be effective until the end of March 2020.

19/20PC

116. DECLARATIONS OF INTEREST

Declarations made by members of any personal, prejudicial or non-prejudicial interests of any agenda item. Members with a Disclosable Pecuniary Interest, unless a dispensation has been granted, will be required to withdraw when Council discusses & votes on the matter.

No interests were declared.

19/20PC

117. WARD MEMBERS REPORT

District Cllr Southern passed on apologies for District Cllr Farmer. A number of matters were raised:

Local Plan - This has been delayed due to the election but it will be published soon after these.

Hattons Pond - Samples have been taken and the survey is complete. The report was due w/c 11th November and District Cllr Southern is chasing this.

Glebe Lane - Yellow lines are due to be put down in the New Year. This work has been delayed.

OneStop - This is due to be refurbished as a Tesco Express and Tesco have approved having an ATM in store. The current Post Office will be staying.

Bramshill - Plans were rejected at a planning application review and Bramshill is still under judicial review. The developer has asked HDC to reappraise existing plans and give some more pre-application advice.

Hazeley Heath - More benches have been requested up on the heath. HDC Countryside Service are currently considering this.

Phoenix Green - District Cllr Southern asked for assurance that HWPC could put £2000 toward a flooding report. HWPC have asked for sight of the proposal for clarification but this is still outstanding. A meeting involving Susannah Hope, Phil Shepherd, the Executive Clerk and Cllrs Robertson and Farrance was suggested.

ACTION: District Cllr Southern to convene meetings of all parties.

White Lion - An Enforcement Order is in place for removal of the sheds on site.

19/20PC

118. APPROVAL OF MINUTES

Cllr Diana Harvey proposed approval of the minutes of the Full Council meeting on 4th November 2019; seconded by Cllr Elborn.

AGREED by all.

19/20PC

119. ACTIONS LOG & CLERK'S REPORT

18/19PC 108iii)

Burial ground monitoring has been moved to E&A Committee and will need to be discussed at the next meeting.

ACTION: Deputy Clerk to add item to the next E&A meeting agenda.

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Dog warden costs are noted on the actions log. If these are acceptable a proposal will be taken to the appropriate committee.

19/20PC

120. DEPUTY CLERK'S REPORT

Councillors were in support of the enquiries about the Wednesday market from two new stallholders who would like to sell:

- Accessories (scarves, gloves, hats) and make up
- Sweet pastries

ACTION: Deputy Clerk to contact stallholders.

19/20PC

121. PARISH COUNCIL FINANCE – review & approval of following:

i) Income & expenditure, cashbooks & bank reconciliations for October 2019

Cllr Wilson proposed approval of the income & expenditure, cashbooks & bank reconciliations for October 2019; seconded by seconded by Cllr Elborn.

AGREED by all.

ii) Payments listings

Cllr Elborn proposed approval of the payments listings; seconded by Cllr Airton.

AGREED by all.

iii) Review of Budget for FC 2020/21 – discussion

Cllr Farrance thanked the Executive Clerk and all Committee Chairs for their work on the budget. The draft budget will go to the next Finance Committee before it gets approved at Full Council in January. The draft budget currently shows a £25,000 shortfall. There was some debate regarding the shortfall and three options were put forward:

- Carrying the shortfall over from reserves
- Increasing the precept to cover the shortfall
- Go back to the budget and balance it to zero

Cllr Farrance summarised the discussion and suggested taking the following steps through Finance Committee:

- Take out capital costs so the budget just shows operating costs
- Review figures so there is only a deficit of £10,000 maximum
- Scan all of the sheets from each committee and see if there are any outstanding issues

Cllr Gee proposed that if the shortfall is reduced below £10,000 the precept will not be increased; seconded by Cllr Elborn.

6 FOR, 1 AGAINST, 1 ABSTAIN.

iv) Bank balances at 31.10.19

These were noted.

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122. CHAIRMAN'S ANNOUNCEMENTS

Cllr Farrance was honoured to represent HWPC at the Remembrance Service. The Advent Service was well attended at St Mary's Church. Cllr Robertson was thanked for providing transport to and from the venue.

Cllr Farrance and the Executive Clerk have met with John Elson and Pat Dunbar regarding car parking charges. They are awaiting figures and will bring a proposal to the next Full Council meeting. The village is high on the list of priorities for installation of electric car charging points and car park refurbishment.

Cllr Farrance thanked the St Mary's Working Party for their work on the new pavilion.

19/20PC

123. PARISH COUNCILLOR MATTERS, WARD MEMBERS REPORT & TRAINING FEEDBACK

Cllr Roger Robertson – Onestop are currently having deliveries around the front of the shop as the lift is broken at the back of the building. Residents have complained if deliveries are taken around the side of the parade of shops.

The benches on the Cricket Green are due to be moved to St Marys by HDC at the request of HWPC. Cllr Robertson queried this decision.

ACTION: Executive Clerk to find minutes of previous meetings where this decision was made.

Cllr Robertson raised the issue of non-parishioners being buried at St Marys and the remaining space available. The Executive Clerk suggested this item be referred to E&A Committee for a recommendation to be submitted to Full Council.

ACTION: Deputy Clerk to add an agenda item to the next E&A Committee meeting.

Cllr Peter Gee – suggested the next litter pick take place up on Hazeley Heath.

Cllr Tony Woods - £560 was raised at the Advent Service. An update was given on grazing up at Hazeley Heath following a recent meeting. All data on burials in the old part of St Marys Churchyard has been inputted into a database. A proposal has been put to Pear Technology to have this in a format that could be accessed through the HWPC website.

Cllr Steve Airton – requested that all future meetings are uploaded to the new shared electronic calendar. Cllr Fiona Sutton will be sending photos to the Executive Clerk of rotten duckboards on the Common.

Cllr Diana Harvey – a sign has been damaged near one of the entrances to the car park. This has been reported through the Parish Office.

Cllr Elborn – a new yoga studio above the salon next to the Dilly Lane traffic lights is raising concerns regarding parking. Flooding has occurred at the top of Dilly Lane at the junction of Church Lane. Fly tipping has also been noted along Dilly Lane and on St Marys Park. The decisions regarding the design of the Christmas lights was queried. There are restrictions on what designs can be installed due to the A road and the current design is in keeping with the village.

District Cllr Southern left at 9.43pm. The Deputy Clerk left at 9.45pm.

19/20PC

124. COMMITTEE MINUTES & UPDATE

i) E&A Committee – draft minutes from meeting on 21st October 2019 & 25th November 2019.

Cllr Airton informed all that the St Mary's Park Sports Field & Pavilion Working Party had recommended the naming of the Pavilion after a resident who was known for their keen interest and talent in Sports. A vote was passed, with all 8 attending members in favour. Cllr Airton will draft a letter to be given to the individual's family, delivered by hand by Cllr Farrance and Cllr Diana Harvey. It was agreed to wait until the New Year.

ii) Planning Committee – draft minutes from meeting on 14th October 2019 & 11th November 2019

iii) Policy Committee – draft minutes from meeting on 11th November 2019

vi) Finance Committee – draft minutes from meeting on 18th November 2019

All minutes were received.

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125. CORRESPONDENCE

i) No 7 Reading Bus Service – further to item 19/20PC 113, and the prior circulation of a drafted letter to be sent from the Parish Council, members discussed what action, if any, could be taken to respond to the Communities' concerns.

It was noted that all Public complaints should be directed to the Reading Bus Company direct as well as collation by the Council.

It was **AGREED** for a mailbox to be set up whereby Residents can express their views so this can be passed on as relevant. The Executive Clerk will publicise this on the website and Facebook as soon as possible.

Action: Executive Clerk to contact IT Support to set up mailbox and website links. Cllr Farrance to contact Reading Buses again for further information.

19/20PC

126. DATES OF MEETINGS

Dates of meeting were agreed for the coming month:

Planning & Infrastructure Committee 7.00pm – 9th December 2019

Environment & Amenities Committee 7.00pm – 16th December 2019

Finance Committee – tbc

The Executive Clerk circulated dates and times for Full Council and Committee meetings for 2020, including alternating E&A, Finance, Policy and Staffing Committees during office working hours.

There being no further business the meeting closed at 10.05pm

.....Chairman

.....Date

Appendices

- Actions log
- Executive Clerk's report
- Deputy Clerk's report
- Monthly Finance documents
- Payments Listing