

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Monday 4th November 2019 in the Lady Kaye Meeting Room

Present: Cllr Chris Farrance (Chair), Cllr Diana Harvey, Cllr Ian Wilson, Cllr Sarah Craig, Cllr Fiona Sutton, Cllr Dorothy Harvey, Cllr Stuart Elborn, Cllr Peter Gee and Cllr Tony Woods.

In attendance: Karyn Reid (Executive Clerk), Sarah Daly (Deputy Clerk), District Councillors Tim Southern (left at 9.05pm), Spencer Farmer and Anne Crampton (left at 9.13pm).

Abbreviations used in these minutes:

Cllr ~ Councillor

HCC ~ Hampshire County Council

HDC ~ Hart District Council

HWPC ~ Hartley Wintney Parish Council

NHP – Neighbourhood Plan

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100. OPEN FORUM

The meeting started at 7.00pm.

No members of the public were present.

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101. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Roger Robertson, Becky Moss and Steve Airton, plus County Councillor David Simpson.

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

No dispensations were granted.

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103. 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.

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104. APPROVAL OF MINUTES

Cllr Craig proposed approval of the minutes of the Full Council meeting on 7th October 2019; seconded by Cllr Wilson.

AGREED by all.

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105. ACTIONS LOG & CLERK'S REPORT

Some queries were raised regarding the IT upgrade. Training for all staff and Councillors will take place on 5th November.

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106. DEPUTY CLERK'S REPORT

Christmas Market – a timetable will be circulated for Councillors to sign up to.

ACTION: Deputy Clerk to circulate timetable.

The parts for the compost toilet will be ordered soon, ready for installation. A timed locking system is preferable to manual operation.

ACTION: Deputy Clerk to follow up.

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

i) Income & expenditure, cashbooks & bank reconciliations for August & September 2019

Cllr Dorothy Harvey proposed approval of the income & expenditure, cashbooks & bank reconciliations for August & September 2019; seconded by seconded by Cllr Gee.

AGREED by all.

ii) Payments listings

Cllr Gee proposed approval of the payments listings; seconded by Cllr Wilson.

AGREED by all.

iii) Budget for FC 2020/21 – discussion

Cllr Farrance suggested taking the information away to review it and feeding comments into the Finance Committee before the budget comes back to the next Full Council meeting.

iv) Approve transfer of £7,500 from reserves for Community Bus Review

Cllr Farrance proposed engaging external experts with knowledge of Community Bus services and dedicated time to help with the review. Approval will allow a proposal to be submitted to Planning Committee. This committee will decide the detail of the work, approve spending and scrutinise the allocated funds. There will be a phased approach to the review with recommendations put forward at each stage. The results from phase 1 can be reviewed to decide whether to commit to the next stage. A vote took place to approve transfer of £5,000 from reserves and allocate this to a consultant.

All IN FAVOUR.

v) Review and approve Tender process and information for Pavilion

There is a rigid tender process as the contract is for more than £25,000. The Executive Clerk will publicise the information on Friday, asking for sealed bids by 13th December which gives the minimum stipulation of 35 days to respond. E&A Committee will review bids and make a recommendation to Full Council.

vi) Approve new wifi & phone contract set up

The Executive Clerk summarised the contract and stated that the costs were already in the budget.

Cllr Gee proposed approval of the new wifi and phone contract set up; seconded by Cllr Elborn.

AGREED by all.

vii) Approve in principle budget for Parish Office Refurb

The works will sit under Planning Committee. £3,000 is budgeted, plus there is £12,500 in Ear Marked Reserves and S106 funds dedicated to the building. No tender process is required as the cost is less than £25,000. Competitive quotes will be sought for different elements of the office

refurbishment. Planning Committee will review these and monitor spending. Cllr Farrance thanked the Executive Clerk for her work on this matter.

Cllr Elborn proposed approval in principle the budget for the Parish Office refurbishment; seconded by Cllr Sutton.

AGREED by all.

viii) Bank balances at 31.08.19 & 30.09.19

Cllr Gee proposed approval of the bank balances at 31.08.19 & 30.09.19; seconded by Cllr Elborn.

AGREED by all.

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108. CHAIRMAN'S ANNOUNCEMENTS

i) Reading Bus Correspondence

The Number 7 bus may be discontinued and there has been no consultation process to date. Cllr Farrance has drafted a letter to Reading Buses and wishes to put out a press release on behalf of HWPC to get the information out into the public domain. Councillors were happy with this suggestion and put forward some other ideas for ways to circulate the information both locally and to other affected parishes. These suggestions were noted.

ii) Traffic A30 / High Street

Cllr Farrance has drafted a letter to local hauliers to encourage collaborative working with HWPC on issues that affect traffic using the High Street. Councillors were happy for Cllr Farrance to issue the draft letter.

ACTION: Cllr Farrance to follow up on both items.

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

Cllr Dorothy Harvey – small vans that were obstructing pavements in the car park have not returned following a letter from HWPC regarding safe parking.

Rosefield Court no longer has a regular manager on site and this has raised concerns with residents. Cllr Dorothy Harvey will be writing to Vivid as Chair of the Over 55s Forum. District Cllr Crampton is working on this matter and requested a copy of the letter when sent.

ACTION: Cllr Dorothy Harvey to follow up.

Cllr Fiona Sutton – highlighted a recent traffic accident that occurred on the Bracknell Lane involving a Robert Mays student.

Cllr Peter Gee – suggested the Spring litter pick take place on the Heath. Saturday afternoons were put forward as a better time for attracting volunteers. The heath pathways require some maintenance as well. Cllr Sutton offered to take some photographs to submit as evidence to HDC.

ACTION: Cllr Sutton to send photographs to the Executive Clerk.

Cllr Stuart Elborn – has been asked by residents why HW hasn't displayed poppies on lampposts for Remembrance Sunday. The village commemorates the day in many different ways and the whole community are involved in this.

Cllr Stuart Elborn highlighted a couple of areas near the St Marys Park development that flood – a section of pathway on King Johns Ride and the entrance from Dilly Lane.

Cllr Diana Harvey – St Johns Church require names of Parish Councillors and their partners to reserve a front pew during the Remembrance service.

ACTION: All councillors to provide names to the Executive Clerk.

A hole in the road is still barricaded off next to the Fleet Road roundabout.

ACTION: Executive Clerk to contact Phil Shepherd at HDC for an update.

Pale Lane has been dismissed at the recent hearing. There are 6 weeks for the developer to take this to the High Court if they wish. The HWNP was one of the most significant factors in reaching this decision.

District Cllr Spencer Farmer – the Shapley Heath paper will go to Cabinet on the 7th November.

District Cllr Anne Crampton – congratulated HWPC on the NP and how it had influenced the decision regarding the proposed Pale Lane development.

District Cllr Tim Southern – a silt analysis survey is underway for Hatton's Pond and the results will be available the week commencing 11th November.

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110. COMMITTEE MINUTES & UPDATE

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

To be circulated at a later date once approved by the Committee Chair.

ii) Planning Committee – draft minutes from meeting on 9th September & 14st October 2019

The September minutes were received, and the October minutes will be circulated at a later date.

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111. CORRESPONDENCE

i) HDC Parking Charges

District Cllr Farmer presented the options given and stated that neither are cost neutral. Both options involve a percentage increase. Parish Councils are required to feedback on the options by 15th November. District Cllr Farmer will provide a breakdown of number for HW car park and will discuss with HWPC how to respond. All councillors were asked to review the information and send responses to Cllr Farrance and the Executive Clerk. A proposal will then be put to Planning Committee for consideration.

ACTION: Cllr Farrance and the Executive Clerk to collate responses.

District Cllr Southern left at 9.05pm.

ii) Rural/Market Towns Group Membership

There were no objections to signing up for a year and reviewing the benefits.

District Cllr Crampton left at 9.13pm.

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112. DATES OF MEETINGS

Dates of meeting were agreed for the coming month:

Planning & Infrastructure Committee 7.00pm – 11th November 2019

followed by Policy Committee at 8.00pm

Environment & Amenities Committee 7.00pm – 18th November 2019

Followed by Finance Committee at 8.30pm

Staffing Committee – tbc

There being no further business the meeting closed at 9.14pm

.....Chairman

.....Date

Appendices

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