

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Monday 5th August 2019 in the Lady Kaye Meeting Room

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

In attendance: Karyn Reid (Executive Clerk), Sarah Daly (Deputy Clerk), District Councillors Tim Southern (left at 8.57pm) and Spencer Farmer, County Councillor David Simpson and PCSO Nick Greenwood (left at 8.10pm).

Abbreviations used in these minutes:

Cllr ~ Councillor

HCC ~Hampshire County Council

HDC ~ Hart District Council

HWPC ~ Hartley Wintney Parish Council

NHP – Neighbourhood Plan

19/20PC

54. CO-OPTION

The meeting started at 7.00pm.

Cllr Farrance welcomed the three new co-opted Members who have filled the vacancies following the local elections held on 2nd May 2019. Everyone around the table introduced themselves to the new Members.

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55. OPEN FORUM

No members of the public were present.

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56. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Dorothy Harvey and Becky Moss plus District Councillor Anne Crampton.

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

No dispensations were granted.

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58. 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 declarations were made.

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59. APPROVAL OF MINUTES

Cllr Farrance has spoken to SGN and they are looking to reseed the grassed area along West Green Road.

District Cllr Farmer had no further update on the SGN High Street works. The work was phased and there were no comments received regarding parking issues. Cllr Farrance and the Executive Clerk are planning to meet SGN representatives face to face.

District Cllr Southern had no further update on the refresh of Hatton Pond. Permissions are still needed for the disposal of the waste generated from dredging.

Cllr Farrance retracted his proposal regarding remedial street parking and amended the minutes accordingly.

Cllr Airton proposed approval of the Full Council meeting on 1st July 2019; seconded by Cllr Wilson

AGREED by all.

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60. ACTIONS LOG & CLERK'S REPORT

17/18PC177

Website content needs updating and improvements need to be made to the current system. Cllr Airton suggested identifying accountable individuals who would be responsible for updating. Cllr Craig offered to help review the content and look at splitting the task into bite sized chunks.

ACTION: Cllrs Airton and Craig to review website content and brief Members at the next Full Council meeting in September.

19/20PC10

Remove from Actions Log and discuss via the Traffic Partnership meetings.

19/20PC16

Transfer this item to the E & A Actions Log

ACTION: Executive Clerk to update Actions Log and remove any 'continual' actions

18/19PC190

Information outstanding.

ACTION: Executive Clerk to circulate procedure.

CLERKS REPORT

The Executive Clerk asked for driver cover for a private booking of the Community Bus on 10th/11th August due to staff sickness.

ACTION: Executive Clerk to follow up on suggestions.

The Executive Clerk reported incidences of damage within the St Mary's burial ground. Locking the gates is not an option due to public footpaths running through the site. The area PCSO has discussed the matter with the safeguarding officer at the Diocese of Winchester. A number of suggestions were put forward to tackle the problem:

Erect a dummy CCTV camera on site

Display notices

Speak to the young people who are congregating on site during the evening

Action: PCSO to visit St Mary's and recommend Cricket field as an alternative

19/20PC

61. DEPUTY CLERK'S REPORT

Summer Youth Programme – is very popular, lots of positive comments have been received from local families.

Village Picnic – the Deputy Clerk asked that the Jazz Picnic is renamed this year in order to showcase a variety of different musicians. Councillors agreed to this.

Compost Toilet – two quotes have been received. Supply and installation £2850 plus VAT. Extra works are £1970 plus VAT following omissions of two items on the quote that the H&A Officer can complete. The overall total is £4820 plus VAT.

High Street Market – Councillors agreed to give the new market trader a trial run of one month at the Wednesday market. This will allow two visits and future attendance can be reviewed.

ACTION: Deputy Clerk to contact trader.

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62. COMMITTEE MINUTES

The minutes from the Planning & Infrastructure meeting on 8th July 2019 and Traffic Partnership Meeting on 23rd July 2019 were received.

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63. CHAIRMAN'S ANNOUNCEMENTS

Cllr Farrance talked about the Full Council meetings having two distinct parts going forward – governance/transparency and current/future projects.

The Neighbourhood Plan Referendum will take place from 7th October 2019.

There are some key areas for HWPC to consider over the next few months – community/youth engagement, dispensing of reserves, next year's budget and the Shapley Heath proposal.

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

PCSO Nick Greenwood - summarised crime statistics for the area. Area priorities are drug supply to the Hart North area and anti-social behaviour. There are no additional staff members yet but more will be recruited over the next few months as extra funds are allocated. Residents can submit some crime reports online via the website rather than using 101. There is a regular quarterly police liaison meeting set up where local people can raise concerns.

PCSO Nick Greenwood left at 8.10pm.

Cllr Steve Airton – felt that it was a good time to collaborate with the Rosie minibus as the current vehicle needs replacing. Cllr Farrance gave an update – the next step is for the Community Bus Working Party to meet with HCC to look at holistic costs and options.

Cllr Woods – a site visit is planned with the HDC Biodiversity Officer, the H&A Officer and Deputy Clerk to discuss management of the orchard.

Cllr Gee – leaves continue to be a problem outside Natwest Bank and in the bus stops. The H&A Officer cleared the bus stops further up the High Street. The Executive Clerk will speak to the H&A Officer about clearing the additional areas and calculate associated costs.

ACTION: Executive Clerk to follow up.

Cllr Gee noted that the large three-tiered planter has not been planted up yet. The Executive Clerk confirmed that the High Street gas works prevented access for watering, however the troughs and tiered planter will have year-round plants in them.

Cllr Gee reported that some High Street retailers have lots of signs outside on the pavement. This is a matter for HDC Enforcement.

Cllr Gee raised the idea of an extra ATM being located in the Waggon and Horses. Another potential location is the doctor's surgery. Cllr Farrance will talk to One Stop about their ATM.

ACTION: Cllr Farrance to speak to the manager of One Stop.

Cllr Gee asked for an update on the review of the HWPC strategy document. Committees will be setting their own budgets and priorities which will feed into this.

Cllr Diana Harvey – passed on thanks to Colin Horwood for clearing the weeds outside Fusion.

Cllr Diana Harvey – asked when new trees will be sourced for the High Street once the gas works are complete. HCC Highways will be sourcing and replacing these.

Cllr Diana Harvey – reported oil stains left on the pavement by the fishmonger's van. The Executive Clerk is aware of this. It was also noted that the greengrocer is taking up lots of space by using a second row of pallets. This is causing a potential trip hazard.

ACTION: Executive Clerk to speak to the greengrocer.

Cllr Robertson – residents of Walpole Gardens have reported numerous incidents of dog fouling on the grassed area. HDC is responsible for the land.

ACTION: Executive Clerk to speak to the HDC Dog Warden.

Cllr Robertson noted that the Common is looking scruffy. The Commons are on a 3-year rolling programme where one third of trees are trimmed every year in October.

ACTION: District Cllr Southern to follow up with HDC for an update on the current strategy for managing the Commons.

District Cllr Farmer – a proposal has gone to Scrutiny to remove all paper and cardboard banks from recycling sites. Currently excess cardboard can be left next to blue household bins but there is a concern that this will not be recyclable if it gets wet. Excess cardboard may also get relocated during windy weather. Cabinet have agreed to remove the recycling banks. The debate centred around shops using the existing facilities and service failures leading to banks not being emptied enough. District Cllr Farmer asked for any feedback on these proposals to be passed on to HDC Councillors. There is information on the HDC website regarding removal of bins. Local promotion was suggested via Contact.

ACTION: District Cllr Farmer to get written confirmation that cardboard can be left next to the blue household bins.

District Cllr Southern – a decision on Pale Lane has been delayed until 12th September due to Government changes. The HDC portfolio holder for Place has been questioned on the Shapley Heath Garden Community proposal. There is no guarantee that it can be taken out of the Local Plan as the inspector has only issued an interim report. HDC have also been asked to return the funds received to pursue the proposal.

A scheme has been discussed to relieve the parking pressure at Fleet Community Hospital for staff and patients. A proposal was put forward to offer 10 free parking spaces at Church Road car park and run a minibus to the hospital. At a recent council meeting, HDC voted to reject this scheme.

County Cllr Simpson – the central reservation should not have been cut as you come into the village to allow it to grow wild. Next year, only sightlines will be cut by HCC Highways. There are new staff in HCC Transport and James Holt is no longer contactable.

A dropped kerb has been put in at Hopfield Road.

A feasibility study is underway for location of a new tip and this should be complete by the end of August. This will then go out to public consultation. Funds have been secured and the work could commence in the New Year.

District Cllr Southern left at 8.57pm.

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65. PARISH COUNCIL FINANCE

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

Cllr Gee proposed approval of the income and expenditure, cashbooks and bank reconciliations for June 2019; seconded by Cllr Wilson

AGREED by all.

ii) Payments listings

Cllr Gee proposed approval of the payments listing; seconded by Cllr Wilson

AGREED by all.

iii) Update on interim budget review

Cllr Farrance and the Executive Clerk will look at allocating funds from General Reserves to Ear Marked Reserves based on current and future projects highlighted. Committees will need to look over this before the next Full Council meeting.

vi) Bank balances at 30.06.19

Cllr Gee proposed approval of the bank balances at 30.06.19; seconded by Cllr Wilson

AGREED by all.

19/20PC

66. CONSERVATION AREA REVIEW

i) Update from Working Party Chairman

The Working Party consists of Cllrs Farrance, Diana Harvey and Wilson, plus 2/3 members of the Hartley Wintney Heritage Society. Scope of Works have been circulated and the Working Party will report to the Planning and Infrastructure Committee. The deadline for completion of the review is November. The Working Party requires a nominal budget of £1000 for minor future costs. District Cllr Spencer Farmer has agreed to join the Working Party.

ii) Approve new budget for up to £1000 for future costs

Cllr Gee proposed approval of the new budget for up to £1000 for future costs; seconded by Cllr Airtton.

AGREED by all.

19/20PC

67. ST MARYS PARK SPORTS FIELD AND PAVILION

i) Update from Working Party Chairman

Cllr Airton reported that the Executive Clerk is doing an excellent job of keeping the project on track. Two legal documents are outstanding – the Build License and Deed of Variation. Engagement with all parties is positive. Bewley Homes are committed and want to start immediately. Two representatives have recently met on site with the Working Party. They have allocated a named Project Manager.

The 3-year planning permission lapses on 12th August 2019. Approval will be sought for £4000 – 5000 to fund a separate storage shed on site. Potential parking issues may be solved by formalising some parking at Dilly Lane allotments and creating a pathway that links this to the sports field and pavilion. A communication document will be circulated to all houses on St Marys Park and via Contact magazine. The new pavilion will be open in April 2020. A specification for the interior fit-out is being drawn up to go out to tender.

Cllr Farrance thanked Cllrs Airton and Elborn for their involvement.

ii) Approve in principle, spend for separate storage shed and temporary toilet facilities, against EMR Sports Facilities

A maximum amount of £5000 is allocated in EMR Sports Facilities.

Cllr Diana Harvey proposed approval in principle of a spend for a separate storage shed and temporary toilet facilities, against EMR Sports Facilities; seconded by Cllr Woods.

AGREED by all.

19/20PC

68. PLANNING APPLICATION

Case: 19/01500/HOU

Proposal: To remove the existing rotten softwood bay window frames and replace with bespoke hand crafted accoya hardwood window frames incorporating slimlite double glazing

Location: The Georges, Thackhams Lane, Hartley Wintney RG27 8HN

Response Date: 12th August 2019

NO OBJECTION

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69. CORRESPONDENCE

Cllr Farrance will draft a letter to SGN regarding the High Street Gas Works. This will be circulated to review and approve.

ACTION: Cllr Farrance to draft SGN letter and circulate to all Members.

19/20PC

70. DATES OF MEETINGS

Dates of meeting were agreed for the coming month:

12th August 2019 – Planning & Infrastructure at 7.00pm

2nd September 2019 – Full Council at 7.30pm

9th September 2019 - Planning meeting to move to 16th September 2019 and E&A/Finance to move to 9th September 2019

The Executive Clerk noted any apologies.

There being no further business the meeting closed at 9.17pm

.....Chairman

.....Date

Appendices

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