

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.45pm on Monday 11th October 2021 to which Councillors were summoned to attend.

Members of the public were advised to only attend this meeting via the online link.

PRESENT: Cllr Chris Farrance (Chairman), Cllr Richard Dodds, Cllr Stuart Elborn, Cllr Diana Harvey, Cllr Steve Airton, Cllr Sarah Craig and Cllr Chris Cornwell.

IN ATTENDANCE: Karyn Reid (Executive Clerk), Helen King (Support and Communications Officer),

20/21PC 38 ELECTION OF PARISH COUNCILLOR

Chris Cornwell was elected as a Member of Hartley Wintney Parish Council and completed his Declaration of Acceptance of Office, witnessed by the Executive Clerk.

Cllr Farrance and Members officially welcomed Cllr Cornwell onto the Parish Council.

20/21PC 39. OPEN FORUM

There were no members of public in attendance.

20/21PC 40. APOLOGIES FOR ABSENCE

Apologies were received by Cllr Peter Gee (Vice Chairman), Cllr Roger Robertson, Cllr Janaka Alwis and Cllr Moss.

20/21PC 41. DISPENSATIONS & DECLARATIONS OF INTEREST

To consider the granting of a dispensation to enable members to participate in and vote on an item of business on the agenda where they would otherwise have a Disclosable Pecuniary Interest and to confirm how long this dispensation may have effect.

The Executive Clerk previously granted dispensation to all members for business conducted within Full Council meetings until 31st March 2022.

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.

20/21PC 42. WARD MEMBERS REPORT

There were no Ward members present.

Cllr Farrance expressed his concern that Ward members reports tend to over run the ten minute time slot. The Councillors discussed their desire for Ward members to submit a written report prior to the meeting outlining the key points that they wish to discuss with the Committee. This should then allow their verbal report to be more succinct and therefore kept within the ten minute time slot.

20/21PC 43. APPROVAL OF MINUTES & ACTIONS LOG

Cllr Harvey proposed approval of the minutes and actions log of the Full Council Meeting on 6th September 2021, seconded by Cllr Elborn. **AGREED by all.**

20/21PC 44. CLERK'S / PARISH OFFICE SUMMARY REPORT

The Committee reviewed the Parish Office report. Cllr Farrance expressed how successful and well received the Village Picnic event on 18th September had been.

The Executive Clerk mentioned that the Deputy Clerk will be requesting volunteers for the Autumn Programme events during October.

The Committee discussed the upcoming Village litter pick on Saturday 23rd October, noting that it is a priority to keep volunteers safe if picking on main roads.

20/21PC 45. PARISH COUNCIL FINANCE – review & approval of following:

i) To approve payments listing and receive payments listing approved via RRP (attached)

Cllr Airton queried the cost of £611.75 for shared groundworks at the Victoria Hall. The Executive Clerk explained that the cost for hedge trimming around the Victoria Hall grounds is shared between HWPC and The Victoria Hall.

Cllr Airton queried what the two payments to the Elvetham Estate were for. The Executive Clerk clarified that these were charges for the storage unit at Pale Lane. Furthermore, the Executive Clerk noted communication received from Elvetham Estate stating that our 5 year lease is due for renewal this year and it is likely that this will increase. The Executive Clerk is currently in negotiation with the Elvetham Estate regarding this upcharge and will report back to the Committee when further communication has been received.

Cllr Craig requested that the Councillors receive a list of exactly what HWPC financed at the Village festival. The Executive Clerk agreed that this report will be ready for the next Finance committee meeting.

It was noted that the payments listing dated 28th September 2021 was ratified and approved via rapid response.

Cllr Dodds proposed approval of the Payments listing dated 4th October 2021, seconded by Cllr Craig.
AGREED by all.

The provisional cost of £1689.00 exc VAT for the Fibre connection to the Lucy Pygott Centre was circulated prior to the meeting. Approval of the invoice was proposed by Cllr Dodds, seconded by Cllr Craig.
AGREED by all.

ii) Income & expenditure, cashbooks & bank reconciliations for August 2021 (attached)

Cllr Farrance confirmed that he was satisfied with the bank reconciliation for August 2021.

Cllr Harvey queried the different subscriptions and licenses for the various software that the HWPC Office staff and Councillors require. The Executive Clerk explained the different levels of licenses that HWPC require.

Cllr Airton explained that he contacted Ordnance Survey to enquire about access to their mapping services. OS Maps confirmed that Parish Councils can access free data and services. Cllr Airton will follow this up.

iii) Review and agree budget setting process for 21/22 (attached)

The Councillors reviewed and received the budget setting process document. The Executive Clerk answered any questions regarding the process.

20/21PC 46. PARISH COUNCIL MATTERS

i) Review and agree proposal for establishing Sub-Committees for Parish Council projects (attached).

Cllr Farrance talked through the Management of Community Assets document. Cllr Craig queried whose responsibility the ponds & commons are. Cllr Airton confirmed that HDC are largely responsible for the Ponds & Commons, however there is some frustration over the progress of the next 10 year management plan for Hartley Wintney.

ii) To review and approve the following policies (attached);

Cllr Farrance wished to note that a substantial body of work had gone into producing the policies, and thanked Cllr Craig and all involved for their efforts.

HWPC Planning Policy 2021

HWPC Publications Scheme 2021

Cllr Craig proposed approval of the policies, seconded by Cllr Harvey. **AGREED by all.**

20/21PC 47. CHAIRMAN'S ANNOUNCEMENTS & PARISH COUNCILLOR MATTERS

Cllr Airton requested an hour of the Councillors time to present the governance structure and to sign off key documents in relation to the Lucy Pygott Centre. He queried whether to accommodate this within a Parish Council meeting or whether it needed its own stand alone meeting. The Councillors agreed to have an online focused discussion mid November (specific date TBC) with the aim to give final approval during the Full Council meeting on 6th December 2021.

Cllr Harvey noted that the hedge at the bottom of the Monachus Car Park is very overgrown.

Cllr Craig questioned if we have any plans for the Queens Platinum Jubilee at the beginning of June 2022. The Executive Clerk explained that nothing is as yet planned but it would be something that the events sub-committee could be considering. This will need to be factored into the 2022 budget setting.

20/21PC 48. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS

i) Community Hub

Cllr Farrance updated that he attended the Community Hub networking event hosted by Kelvin Fay. The event was well received and attended by approximately 15 people. A key outcome was that the next Community Hub networking event would be hosted as a lunch time event, rather than evening.

Cllr Farrance noted that Dorothy Harvey is keen to continue using the Community bus for trips to the Pantry in Yateley.

A co-working space is being discussed amongst members of the Community Hub as a key project they are looking to drive forward. Cllr Airton mentioned that he is keen for the LPC to be put forward as a suggested location for a co-working space within the village.

Cllr Farrance noted that Dorothy Harvey had produced a mental health support booklet in co-operation with HWPC. This was distributed at the Village festival.

ii) Committee meetings – to receive approved minutes

Minutes of Committee meetings were received by all members.

20/21PC 49. CORRESPONDENCE & DATES OF MEETINGS

The Executive Clerk noted that she had received correspondence from Andy Walker regarding the Neighbourhood Watch scheme. The Councillors discussed the main issues highlighted in the Neighbourhood Watch report. Nick Greenwood, the PCSO has confirmed his intention to attend the November Full Council meeting.

