

There will be a meeting of Hartley Wintney Parish Council at **7:30pm** on **Monday 6th September 2021** in the Jubilee Hall, West Green Road, RG27 8RQ to which Councillors are summoned to attend.

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



Karyn Reid – Executive Clerk
25th August 2021

20/21PC 27. OPEN FORUM

This ten minute session is an opportunity for parishioners to bring matters to the attention of the Parish Council. Each speaker will be limited to two minutes. **Should a member of public wish to make a representation, please contact the Executive Clerk by 12pm on Monday 6th September 2021 at clerk@hartleywintney.org.uk or 01252 845152.**

20/21PC 28. APOLOGIES FOR ABSENCE

To receive and record apologies for absence from Parish Councillors and Ward members

20/21PC 29. DISPENSATIONS & 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

20/21PC 30. WARD MEMBERS REPORT

This ten minute session is an opportunity for Ward members to bring matters to the attention of the Parish Council (summary attached)

20/21PC 31. APPROVAL OF MINUTES & ACTIONS LOG

To approve the minutes of the Full Council Meeting on 23rd June 2021 (attached) and associated actions.

20/21PC 32. CLERK'S / PARISH OFFICE SUMMARY REPORT

To briefly review summary report from the Parish Office (attached)

20/21PC 33. PARISH COUNCIL FINANCE – review & approval of following:

- i) To approve Payments listing (attached)
- ii) Review and approve anticipated Christmas Event costs inline with budget (attached)
- iii) Income & expenditure, cashbooks & bank reconciliations for end of Qtr 1 2021 & associated bank balances (attached)
- iv) To receive budget summary for July 2021 (attached)

20/21PC 34. PARISH COUNCIL MATTERS

- i) Councillor Vacancy
- ii) To review and approve Community Bus Working Party recommendation (circulated)
- iii) To review and approve the following policies;
 - Sustainability Policy 2021
 - Adult Safeguarding Policy 2021
 - Cash Handling Policy 2021
 - Code of Conduct July 2021
 - Complaints Policy 2021
 - Expenses Policy 2021

Please note that the discussion on items 20/21PC 34. iv & v are not open to the public due to the confidential nature of the topics being discussed.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting.

- iv) Community Award Nominations (circulated)
- v) Staffing Committee Recommendations (circulated)

20/21PC 35. CHAIRMAN'S ANNOUNCEMENTS & PARISH COUNCILLOR MATTERS

To receive update on any reports made to Executive Clerk by Parish Councillors since last meetings and an opportunity to briefly bring matters to the attention of the meeting but upon which no substantive decision may be made

20/21PC 36. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS

- i) Community Hub
- ii) Retailer Engagement
- iii) Committee meetings – to receive approved minutes (circulated)

20/21PC 37. CORRESPONDENCE & DATES OF MEETINGS

To review and agree which meetings are to take place until the end of September:

Planning & Infrastructure Committee – Monday 13th September 2021 at 7.00pm (Jubilee Hall)

Policy Committee – Thursday 30th September 2021 at 7.00pm (Lady Kaye Meeting Room)

Members of the public are advised to only attend this meeting via the online link shown below unless you wish to make a representation. In this instance, please contact the Executive Clerk directly on 01252

845152 / clerk@hartleywintney-pc.gov.uk

To access this meeting online, please use the following link and conference code;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmQzZmlwZjUtZjU5Ni00MmlwLWI2Y2QtZWZhZTJIZmY5MGVI%40thread.v2/0?context=%7b%22Tid%22%3a%22796f6541-a299-402a-9ce7-a26b956bc815%22%2c%22Oid%22%3a%22299241e7-0f1b-4963-961b-0e53602f8fd1%22%7d

To access this meeting via telephone, please dial this number 5 minutes before the meeting starts and enter the conference code;

T - 020 3855 5316 ID - 395 794 122#

Actions Log – Full Council**Date/ Minute Ref. Action****PARISH COUNCIL ACTIONS**

07.12.20

20/21PC 66. **PT:** Parish Team to consider alternatives for the 2021 Community Awards.
COMPLETED

01.03.21

20/21PC 78. **FS:** contact CBA/CSO re; additional waste bin required on Hazeley Heath.
CONTACTED

05.05.21

21/22PC 12. **KR:** Executive Clerk to follow up re; bench at Phoenix Green.
COMPLETED & INSTALLED

23.06.21

21/22PC 18. **RR:** contact HDC Countryside Team regarding Hatton's Pond.
CONTACT MADE – AWAITING RESPONSE**21/22PC 24.****RR:** send vehicle quotation Executive Clerk prior to the next E&A meeting.
COMPLETED**21/22PC 26.****KR:** Executive Clerk to respond to SSE's request regarding cabling works.
COMPLETED

Date: 06 September 2021
Title: Full Council Report
From: Executive Clerk
To: Hartley Wintney Parish Council

Summary of Youth Summer Programme:

Tennis

Free sessions ran on Monday 16th and 23rd August from 9-10.30am (8 years and under) and 10.30am-12 noon sessions (9 – 16 years). As usual, the places filled up very quickly and we had a reserve list in case of cancellations.

Youth Films

The Tuesday 3rd August showing of Raya (PG) was well attended with around two thirds of seats booked. The Tuesday 10th August showing of Peter Rabbit 2 (U) was fully booked very quickly. Due to high demand for these tickets, we organised an extra screening the following week on Tuesday 17th August, and this was also at full capacity.

The booking system allowed us to plan ahead and set up the chairs, so attendees were placed into household groups and safely distanced from others. A maximum number of 50 attendees was set and this worked well in Victoria Hall.

NERF

Thankfully, the rain held off for the NERF Academy sessions that ran on Wednesday 4th, 11th and 18th August between 12 noon and 3.30pm. All sessions took place on the slopy pitch next to the football club and there were a good mix of different ages taking part. Many of the families came to more than one of the dates.

HW Scouts kindly provided us with the use of their hut to connect up the power for the inflatable arena rather than use a generator.

Youth Bus Trips to Basingstoke

This was a new service and there was a small uptake for some of the dates we ran.

Many parents commented throughout the summer that they were impressed with how much was organised for local children and thanked HWPC for putting together the programme. The new booking system was efficient and significantly reduced the amount of staff time collecting the required information we need from attendees.

Market Update

As noted in the August E&A Committee meeting, HDC have now invoiced us for continued the use of the car park for the market, as per discussions held earlier this year.

The Executive Clerk is in talks regarding the actual cost and once finalised will negotiate a new rental fee for all stall holders to ensure the charges are covered.

The Greengrocer has also benefitted from making full use of the space to ensure sufficient social distancing however now we have had some interest from previous and new (Usborne books) stallholders starting in September, we will be ensuring that the space is used more efficiently going forwards.

DATE	SUPPLIER	AMOUNT	
06.09.21	SECURITY SERVICES	£	4,189.22 50% FOR SECURITY SYSTEM LPC
06.09.21	K SIMS	£	120.00 RELAY-ROLL RUBBER CHIPPINGS JUBILEE PLAYAREA
06.09.21	TOPSPIN	£	450.00 YOUTH TENNIS COACHING
06.09.21	STORAGEONSITE	£	45.60 STORAGE AT LPC
06.09.21	IMAGINATION DISPLAYS	£	828.00 ADDITIONAL SUPPORT POLES IN BUS
06.09.21	COPY CARE	£	50.10 PRINTER CHARGES - OFFICE
06.09.21	KOMPAN	£	13.32 REPLACEMENT BOLTS PLAY AREA
06.09.21	AUTOGLASS	£	76.00 EXCESS FOR BUS WINDSCREEN REPAIR
06.09.21	BLUCANDO	£	168.00 MONTHLY IT SUPPORT
06.09.21	BBH	£	849.00 INFLATABLES - VILLAGE PICNIC LPC
06.09.21	LARKSTEL	£	453.60 BINS EMPTY
06.09.21	AMAZON	£	340.00 MISC. OFFICE AND EQUIPMENT
06.09.21	PID	£	616.45 ALARMS LPC
06.09.21	PWLB	£	2,685.29 LOAN REPAYMENT
06.09.21	CJH	£	536.76 PUBLIC TOILET CLEAN
06.09.21	PEAR TECHNOLOGY	£	180.00 YEAR SUBSCRIPTION FOR TECH SUPPORT
06.09.21	VIDA EVENTS	£	240.00 BALLOONS - VILLAGE PICNIC LPC
06.09.21	FUSION ARCHITECTURE	£	324.00 FEES - LPC
06.09.21	SPARKLEFACE	£	255.00 VILLAGE PICNIC - LPC
06.09.21	B&M FNCING LTD	£	105.12 REPLACEMENT FENCING

Item	Cost	Notes
CHRISTMAS MARKET		
Printing	£ 200.00	
Fireworks	£ 1,980.00	
Tree pruning	£ 100.00	
Bins	FOC	
St John's Ambulance	£ 270.00	
Jazz band	£ 300.00	
LATE NIGHT SHOPPING		
Printing	£ 200.00	
Bins	FOC	
CHRISTMAS LIGHTING		
Column Lights		
Christmas lights - rental, supply, removal	£ 7,000.00	Separate Budget line
HCC Consent for decorative lighting	£ 30.00	Separate Budget line
Pavement Trees		
Christmas trees x 30	£ 750.00	
Fairy lights - trees x 30	FOC	bought last year and stored
Red buckets - trees	FOC	bought last year and stored
Collection and disposal x 30	£ 150.00	
HCC license	£ 30.00	
Mounted Trees		
Supply and install mounting brackets and fixings	£ 1,224.00	
Christmas trees x 30	£ 450.00	lower quality trees used for mounting on buildings
Fairy lights - trees x 30	£ 600.00	
Installing trees into brackets and removal after Christmas	£ 540.00	
Collection and disposal x 30	£ 150.00	
Possible parking charge	£ 270.00	Previously free however may change
	£ 7,244.00	

2021 Snow Windows Survey Feedback

Name of retailer	Willing to pay £250	No	Maybe- How much?
Cuppies 'N' Cream	x		
Cashmere Goose	x		
Mimi	x		
The Female Health Clinic	x		
Webster Associates	x		
HW Fire Station			Would love one again but don't have any budget for it
HW golf club pro shop		x	
McCarthy Holden	x		
Body Image Beauty			£150
Timber Windows of HW	x		
And So to Bed			£100
The Cricketers	x		
William Dyer	x		
HW Barbers & Bijou	x		
No 3 New & Nearly			Wouldn't be able to commit either way until end of October
Hartley Clinic	x		Noted that they would appreciate some financial support from HWPC if possible.
Ta Da Beauty	x		
Rural Fringe			Have contacted Snow Windows direct to book their window this year