

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Monday 1st November 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 Sarah Craig, Cllr Chris Cornwell and Cllr Gee.

IN ATTENDANCE: Cllr Steve Airton, Cllr Becky Moss and Cllr Janaka Alwis (via online link), Karyn Reid (Executive Clerk), HCC Cllr Tim Davies & HDC Cllr Tim Southern and Helen King (Support and Communications Officer).

20/21PC 50. OPEN FORUM

There were no members of the public in attendance.

20/21PC 51. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Roger Robertson and HDC Cllr Anne Crampton.

20/21PC 52. DISPENSATIONS & DECLARATIONS OF INTEREST

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

No interests were declared.

20/21PC 53. WARD MEMBERS REPORT

HCC Cllr Davies updated members of HWPC that HCC are in the midst of budget discussions. He confirmed that the school crossing patrol will not be cut. There have been a lot of discussion within HCC regarding the County evolution deal. There has been a delay to the proposed publication dates of the government wide report. Cllr Davies reported that during a recent meeting there was a lot of discussion around transport, with Cllr Davies raising his concerns over poor transport links in North East Hampshire. Cllr Davies informed the Committee that his predecessor David Simpson has been announced as receiving the title of Honorary Alderman to recognise his many years of service as a Cllr for HCC and HDC. The HWPC Committee wish to note that they felt he was a great advocate for the parish of Hartley Wintney and would like to write to him to thank him for his service.

Cllr Tim Davies informed that use of the refuge tip is no longer limited to one visit per week per household, however pre-booking is still required. He had no further confirmed update regarding progress of the refuge tip moving site.

Cllr Davies asked for suggestions of road improvements within the Parish suggesting a filter leading into the Cricket Hill roundabout along the A30. Cllr Gee mentioned that poor quality pavements on Kiln Gardens are in desperate need of improvement. Cllr Elborn also mentioned that Dilly Lane pavements are in very poor condition.

Cllr Davies said that he has received many complaints regarding the gutter of Cricket Green Lane and the entrance to St Johns Church on Green Lane. Both of these issues have been raised to HCC. HDC Cllr Tim Southern mentioned that flooding at the bottom of Bracknell Lane continues to be an issue.

HDC Cllr Tim Southern updated the Committee that HDC are forecasting a cash deficit of £300k this year and £1million next year. The administration has reviewed different options to help reduce the financial issues. They have three tiers of actions to address the problems. Tiers 1 and 2 will not have a noticeable effect on the community. However, this alone will not be enough to satisfy the cuts required. Therefore, there will be substantial budget cuts for 2022/2023. There is a consultation program in process to decide next steps. Cuts are likely to come from services.

Cllr Southern reported that complaints had been received regarding the consultation period for Parish Council planning matters being cut to 3 weeks. Cllr Southern stated that unfortunately there is nothing that can be done imminently about this, however Cllr Crampton is raising this concern further. Cllr Farrance stated that this reduction in the consultation period is causing additional strain on the administration for Councillors and the Parish Office team.

Cllr Southern mentioned that HDC have completed various developer funded surveys related to Shapley Heath, however they still haven't been published, despite being expected in August/September. Approximately £500k has so far been spent on the development of Shapley Heath.

Cllr Southern has recently spoken to the Senior Countryside Ranger for Hazeley Heath regarding recent works being undertaken on the Heath. They are performing some scrapes along the heathland and basins to increase biodiversity on the ground floor. Two new ponds are being built to increase feeding and breeding opportunity for butterfly, birds and bats. They are also clearing a lot of scrub for installation of a pond on the previous landfill area.

Cllr Farrance requested support from Cllr Southern regarding the HDC led Ponds and Commons 10 year strategy that is still outstanding. Cllr Southern confirmed that he has a close relationship with the countryside team so will be able to follow this up.

Cllr Gee mentioned that the grass in front of the War Memorial is in very poor condition. This has previously been raised as an issue with the HDC Countryside team, however no further update has been received. Cllr Southern confirmed that he will follow this up.

20/21PC 54. APPROVAL OF MINUTES, ACTIONS LOG & PARISH OFFICE REPORT

Cllr Dodds proposed approval of the minutes and actions log of the Full Council Meeting on 11th October 2021, seconded by Cllr Elborn. **AGREED by all.**

The Committee reviewed the Actions log, noting that a meeting to discuss management plans for the LPC has been diarised for the 29th November 2021.

Cllr Tim Southern asked if HWPC have made any plans for the Queens Platinum Jubilee. He reported that several streets in the Parish would like to run street parties. The Executive Clerk explained that in order to close a road for a street party you have to gain agreement from HDC who then advise HWPC if agreed. It is expected that further guidance will be issued soon from HDC.

The Executive Clerk summarised the Parish office report, noting that the October events went very well and were very well received by the wider community. The report noted annual leave for both the Clerk and her Team. Cllr Farrance requested that Cllrs respect the Executive Clerks holiday and don't send emails during this time. Cllr Dodds requested that the parish office teams holiday dates are added to the Teams calendar.

ACTION: The Executive Clerk to add annual leave to the Teams calendar.

Cllr Craig queried why HWPC are running two separate Christmas events on the high street in December. The Executive Clerk explained that due to the success of the late-night shopping event last year, we will be holding this in addition to the traditional Christmas market. The late-night shopping event will support high street businesses, driving additional footfall into their premises as there will be no competition from external stalls. This will also be an opportunity to showcase the completed snow windows.

20/21PC 55. PARISH COUNCIL FINANCE – review & approval of following:

i) To approve payments listing and receive payments listing (attached)

The Cllrs reviewed the payments listing. The Executive Clerk noted that 3 additional costs from Security Solutions at LPC are to be added. £6000 for the security system, £5500 for the fire alarm system and an annual maintenance fee of £660.

Subject to the three additional items of expenditure being added to the payments listing, Cllr Dodds proposed approval of the payments listing, seconded by Cllr Elborn. **AGREED by all.**

ii) To consider options for replacement office printer and services and additional accounting software.

The Executive Clerk presented a proposal for a replacement office printer and services. The Council discussed the different options and agreed a preference of the refurbished model and service plan.

Cllr Dodds proposed agreement to purchase the refurbished model at £1995, with a monthly billing minimum of £37.00, seconded by Cllr Elborn. **AGREED by all.**

The Council agreed to discuss the requirements for additional accounting software during the next Environment & Amenities committee meeting.

iii) Income & expenditure, cashbooks & bank reconciliations for September 2021 (attached)

The Committee received the income and expenditure, cashbooks and bank reconciliations for September 2021.

20/21PC 56. PARISH COUNCIL MATTERS

i) Review and agree proposed terms and conditions for new Working parties (attached).

The Executive Clerk talked through the working parties proposal and answered any questions. The Executive Clerk explained that a Policy working group doesn't have the same statutory requirements and legislation that require it to be a full committee regarding transparency and minute taking.

AGREED by all.

ii) To review and approve the discussion document regarding Victoria Hall Agreement (attached).

Cllr Dodds informed the Council that the document isn't fully completed, so he will circulate it to all within this week. Cllr Craig requested that the wording regarding the mortgage be changed from 'not responsible' to 'in our interest'.

20/21PC 57. CHAIRMAN'S ANNOUNCEMENTS & PARISH COUNCILLOR MATTERS

Cllr Southern requested that questions are sent to him prior to the HWPC Full council meeting in order for him to be fully researched and prepared.

Cllr Southern asked for an update on the parking survey. Cllr Harvey confirmed that she had had a meeting with HDC Cllr Crampton, Cllr Farrance and Phil Shepperd, however no decisions have been made. Cllr Southern advised that he will ask Cllr Crampton to follow up on this.

HDC Cllr Southern left the meeting at 8.50pm.

Cllr Farrance wished to share his thanks to the Executive Clerk and the Parish Office team for their effort in organising and running the Autumn Spooktacular which was a very successful community event.

Cllr Gee noted that as discussed during the Finance committee meeting on the 19th October 2021, he has reworked the cash forecast document. The cash reserves forecast at the end of this financial year is now looking to be £160k, which is a much healthier figure than what was presented at the finance meeting.

Cllr Cornwell mentioned that the Willow tree near Causeway Farm is in need of re-pollarding. The Community Bus has been confirmed to help with transporting community members to the Christmas Day Lunch.

Cllr Airtton mentioned that Cllr Robertson has recently been unwell and requested that the HWPC Committee send him our well wishes.

ACTION: Executive Clerk to arrange sending Get well wishes to Cllr Robertson.

20/21PC 58. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS

i) Community Hub

The Executive Clerk mentioned that they had recently met with Dorothy Harvey and Graham Gillies, during which it was discussed that the Community Hub are exploring a new community cooking project, to be hosted within the Victoria Hall kitchen.

Cllr Cornwell updated the Committee that when ready, the Basingstoke Men’s shed double decker bus will be parked at The Victoria Hall on Friday’s. The Care Group Committee have confirmed to fund the cost of the bus visiting Hartley Wintney once a week for 6 months. The hope is that the 6 month trial period will gauge the level of interest within the community for a more permanent Men’s Shed within the parish. The upper floor will be a workshop, the lower floor will be used as a meeting space.

ii) Committee meetings – to receive approved minutes

Minutes of Committee meetings were received by all members.

20/21PC 59. CORRESPONDENCE & DATES OF MEETINGS

To review and agree which meetings are to take place throughout November:

- Planning & Infrastructure Committee – Monday 8th November 2021 at 7.00pm (Jubilee Hall)
- Environment & Amenities Committee – Monday 22nd November 2021 at 7.00pm (Lucy Pygott Centre)
- Private LPC management meeting – Monday 29th November 2021 at 7.00pm (Jubilee Hall)

There being no further business the meeting was closed at 9.02pm.

..... Chairman

.....Date

Appendices

- Actions Log
- Parish Office Report
- Payments Listing
- Cashbook reports September 21
- Budget setting process for 21/22
- Terms of reference for Working Parties
- Notes re HWPC & Victoria Halls Draft Agreement

Abbreviations used in these minutes: Cllr ~ Councillor HCC ~ Hampshire County Council HDC ~ Hart District Council HWPC ~ Hartley Wintney Parish Council