

Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Wednesday 23rd June 2021 to which Councillors are summoned to attend.

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

PRESENT: Cllr Chris Farrance (Chairman), Cllr Peter Gee, Cllr Diana Harvey, Cllr Sarah Craig, Cllr Roger Robertson, Cllr Stuart Elborn, Cllr Steve Airton, Cllr Becky Moss (via online link), Cllr Richard Dodds and Cllr Janaka Alwis.

IN ATTENDANCE: Karyn Reid (Executive Clerk), Sarah Daly (Deputy Clerk) and District Cllr Tim Southern.

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15. OPEN FORUM

Cllr Farrance ran through some protocol for the meeting. No members of the public were present.

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16. APOLOGIES FOR ABSENCE

Apologies were received from District Cllrs Crampton and Farmer.

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17. 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.

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18. WARD MEMBERS REPORT

District Cllr Southern read the following report from HDC Planning on The Grey House School site; "The applicants have sought to provide additional/amended information in response to consultation comments. These have not been formally 'accepted' as part of the application at this stage.

The application has been reviewed by the North East Hampshire Design Review Panel (NEHDRP) and I have very recently received their comments. We will upload these onto public access shortly.

We have a number of live applications for older persons housing in the District and have commissioned consultants to undertake a review of the District's older persons accommodation need and supply evidence.

We have also re-emphasised the importance of addressing climate change through planning applications to the applicant, particularly in light of the Council declaring a climate emergency.

In light of the above, we have agreed an initial short extension of time with the applicant to 09.07.2021 to allow them to have sight of the NEHDRP comments and for next steps to be agreed. I am seeking to set up a meeting with them next week to discuss and should be able to provide you with a further update thereafter."

Cllr Robertson requested that District Cllr Crampton's attention is brought to the chaotic parking situation in Dilly Lane. This has been raised with Phil Shepherd at HDC.

Cllr Robertson also expressed disappointment at the article regarding Hatton's Pond in the Hart News publication that referenced polluted waste. The waste can be disposed of onto non-agricultural land. It was suggested that Cllr Robertson email the HDC Countryside Service and copy District Cllr Southern into the correspondence for an update on the project.

ACTION: Cllr Robertson to contact HDC Countryside Team regarding Hatton's Pond.

Cllr Harvey asked for an update regarding the sheds opposite White Lion Antiques. There is no further progress on this although HDC are still trying to get them removed.

Cllr Airton asked about the fences recently installed around the perimeter of Hazeley Heath and whether the Health and Safety issue has been addressed regarding dog walkers and cattle coming onto the site. District Cllr Southern urged people to be sensible and take precautions with their animals. Some fencing is subterranean, and the cattle will receive a small electric shock if they cross the boundary.

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19. APPROVAL OF MINUTES

Cllr Elborn should be listed under Finance Committee.

Cllr Robertson suggested that draft minutes are circulated within a week of the meeting, rather than waiting until the next meeting. Cllr Airton asked the same regarding the Action Logs. Cllr Farrance has discussed this with the Executive Clerk, and this will be the objective going forward.

District Cllr Southern requested the Executive Clerk give notice of when meetings are, now they are face to face again as they can conflict with District Councillors other commitments.

Item 10 referring to the HDC Association of Parish and Town Councils should list Cllr Harvey and Cllr Farrance as the representatives.

Cllr Gee proposed approval of the minutes of the Full Council Annual General Meeting on 5th May 2021 subject to the amendments noted; seconded by Cllr Harvey.

AGREED by all.

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20. ACTIONS LOG & CLERK'S / PARISH OFFICE SUMMARY REPORT

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HDC have given permission for a bench at Phoenix Green, although the exact location has yet to be determined.

Parish Office Report

The Deputy Clerk has drafted an Events Diary for the remainder of the year, and this will be discussed at the next E&A Committee.

The Executive Clerk summarised the statutory process for the Parish Councillor vacancies. Cllr Sutton's vacancy can be co-opted, Cllr Wilson's vacancy will go to by-election as 10 signatories were received. Cllrs Airton and Robertson expressed support for an election. Cllr Craig queried whether a full election could take place. The Executive Clerk explained that it is not the choice of HWPC whether to hold an election, that is down to the parishioners. However, HWPC may choose to wait until after the by-election to

see if more than one candidate has put themselves forward and co-opt the other vacancy after that. Cllr Airton proposed the by-election takes place first and the co-option is delayed until after this. Cllr Farrance requested a vote on this matter.

ALL IN FAVOUR

Cllr Craig suggested substituting fireworks at the Christmas Market with the Snow Windows project. Cllr Airton queried the costs of both. The Executive Clerk suggested a compromise could be a laser show to signal the end of the market instead of the fireworks as these usually provide a good finale to the event and they are enjoyed by all.

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21. PARISH COUNCIL FINANCE

i) Annual return section 1 - annual governance statement for 20/21

Cllr Gee proposed approval of the Annual return section 1 - annual governance statement for 20/21; seconded by Cllr Robertson.

AGREED by all.

ii) Annual return section 2 – accounting statements 20/21

Cllr Gee proposed approval of the Annual return section 2 – accounting statements 20/21; seconded by Cllr Craig.

AGREED by all.

iii) Income & expenditure, cashbooks & bank reconciliations for April 2021 & associated bank balances
These will be tabled at the next Finance Committee once the Executive Clerk has closed the month end, and ratified at the following Full Council meeting.

iv) To receive summary of all financial approvals actioned under delegated powers and Rapid Response Protocol

The summary of all financial approvals actioned under delegated powers and Rapid Response Protocol was received by all members.

v) Payments listing

Cllr Robertson requested an addendum on future payments listing to make councillors aware of the work that has been undertaken by external contractors and companies. The Executive Clerk agreed to attach quotes or more information alongside the payments listing.

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22. PARISH COUNCIL MATTERS

i) Sports Pavilion – summary update and financial expenditure

Cllr Airton shared a PowerPoint presentation to update councillors about the project.

Councillors queried whether any contingency funds have been built into the finances. This has been accounted for in quotes submitted by external contractors. Cllr Robertson suggested external users that book the club could be represented on the Management Committee. Cllr Gee did not agree it was the role of the Parish Office to manage bookings. Several issues were discussed but ultimately the asset belongs to HWPC. The Executive Clerk felt this was the right management structure in the short term once the pavilion is open. Cllr Airton is confident that the pavilion will be ready for the official opening in September. It would be an ideal opportunity to tie this in with the Community Awards and encourage villagers to attend.

Cllr Farrance felt HWPC was now seeing the benefit of 10 years investment and it is a credit to those involved. The project has made significant progress over the past two to three years since Cllr Airton and the Executive Clerk joined the Committee.

ii) To review and approve the new Community Bus Charter

Cllr Robertson queried the need for an enhanced DBS check. This is necessary as vulnerable people are being transported.

Cllr Craig proposed approval of the new Community Bus Charter; seconded by Cllr Elborn.

AGREED by all.

iii) Shapley Heath

Cllr Farrance reported that a survey is out now with a closing date of 8th July. Councillors were encouraged to read the article that Cllr Farrance has written for Contact and the HWPC website, and to respond to the survey.

iv) Parking Tickets – Red Bays Monachus Car Park

The Executive Clerk reported that the office have been contacted regarding the need for tickets to be displayed now in the red car parking bays and there have also been posts on social media. This new scheme was mentioned during an online meeting with John Elson, Cllr Farrance and the Executive Clerk but there was no formal communication about when this would be implemented. There are signs in the car park, but they are very small and there is only another week's grace where people will get a warning if they do not display a ticket. The Executive Clerk asked councillors whether HWPC should go back to HDC to request an extended notice period to give time for HWPC to advertise and make people fully aware before they start getting penalty tickets. There is no current evidence to show that there is a problem with people staying for free beyond 90 minutes.

Cllr Farrance summarised the discussion that took place. HDC will be asked for the data on number of free tickets issued so usage of the red bays can be matched against the cost of these. The data on how many penalty tickets have been issued will also be requested as well as an extended warning period until the end of July.

Cllr Farrance declined the request for a vote and felt that there was consensus on accepting the new ticketing system and requesting HDC delay implementation of penalty tickets until the end of July.

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23. CURRENT PLANNING & LICENSING APPLICATIONS inc. TRACKED APPLICATIONS

Cllr Harvey reported that all applications have been dealt with as the expiry dates have already passed and a summary of responses was shared. The application regarding a property on Mount Pleasant has since been withdrawn.

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24. CHAIRMAN'S ANNOUNCEMENTS & PARISH COUNCILLOR MATTERS

Cllr Robertson – Has an updated quote for a replacement Parish truck for approximately £28,000. The allocated budget is £25,000 and this will need approval at E&A Committee.

ACTION: Cllr Robertson to send vehicle quotation to the Executive Clerk prior to the next E&A Committee meeting.

Cllr Alwis – Many of the village litter and dog bins are frequently overflowing. The quantity does not seem sufficient for the amount of waste being generated. HWPC owned bins are emptied on a weekly basis

every Wednesday but HDC bins are done on a two week cycle. The Executive Clerk suggested residents contact HDC with their complaints direct and including the locations of the bins.

Cllr Craig – Flagged up the Platinum Jubilee next year so that HWPC can start thinking about organising an event. Cllr Elborn and the Deputy Clerk have made contact with the PTA and they will be interested in linking in with any plans.

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25. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS

i) Community Hub

The Executive Clerk has recently met with Cllr Farrance, Kelvin Fay and Dorothy Harvey to clarify what the Community Hub are working on and how it fits with HWPC.

ii) Retailer Engagement

A number of conversations have taken place with the retailers about supporting the High Street. The relaunch was a bit diluted and lacked the impact of the Snow Windows project. There hasn't been much feedback about the free parking or the relaunch, but this is difficult to quantify. Cllr Farrance will reconvene with the retailers and see how HWPC can further support them.

iii) Committee meetings – to receive approved minutes

Minutes of Committee meetings were received by all members.

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26. CORRESPONDENCE & DATES OF MEETINGS

Tony Woods wanted HWPC to note that he recently contacted Colin Horwood at short notice to go and look at leaking tap at St Mary's. Colin was quick to respond to the request and sort out the problem with no charge.

Snow Windows have approached HWPC regarding a rerun of last years project. They have earmarked a few dates in December that the work could be done. Cllr Farrance deferred the discussion to the E&A Committee.

SSE have informed HWPC of some proposed cabling work at Hunts Common and requested consent as the landowner. The area is owned by HDC so the Executive Clerk will respond accordingly.

ACTION: Executive Clerk to respond to SSE's request regarding cabling works.

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

E&A Committee – Monday 28th June 2021 at 7.30pm (Jubilee Hall)

Planning & Infrastructure Committee – Monday 12th July 2021 at 7.00pm (Jubilee Hall)

Policy Committee – Thursday 15th July 2021 at 7.00pm (Edward Hall)

Finance Committee – Thursday 22nd July 2021 at 7.00pm (Edward Hall)

There being no further business the meeting was closed at 10.00pm.

..... Chairman

.....Date

Appendices

- Actions Log
- Parish Office Report
- AGAR Section 1 & 2
- Explanation of Variances Proforma
- Rapid Response Request Summary
- Payments Listing
- Lucy Pygott Centre Presentation Slides
- HWPC Draft Community Bus Charter 2021
- Planning Applications Summary
- Proposed Car Park Charges
- Shapley Heath Article
- Correspondence

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