

**Minutes of the Full Council Meeting of Hartley Wintney Parish Council held at 7.30pm on Monday 6<sup>th</sup> December 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 Peter Gee, Cllr Diana Harvey, Cllr Stuart Elborn, Cllr Steve Airton, Cllr Janaka Alwis, Cllr Roger Robertson and Cllr Chris Cornwell.

**IN ATTENDANCE:** Karyn Reid (Executive Clerk), HDC Cllr Tim Southern, HDC Cllr Anne Crampton, HDC Cllr Spencer Farmer, HCC Cllr Tim Davies. Cllr Sarah Craig and Cllr Becky Moss (via online link)

**20/21PC 60. OPEN FORUM**

There were no members of the public in attendance.

**20/21PC 61. APOLOGIES FOR ABSENCE**

Apologies for absence received from Cllr Richard Dodds.

**20/21PC 62. DISPENSATIONS & DECLARATIONS OF INTEREST**

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

**No Declarations of interest were made.**

**20/21PC 63. WARD MEMBERS REPORT**

Cllr Farrance noted that a list of discussion points had been sent to District Cllr Tim Southern prior to the meeting.

Cllr Airton requested a further update on the status of the Ponds and Commons strategic 10 year plan. Cllr Southern stated that the ponds will be considered in the HDC 2022 management plan. District Cllr Crampton noted that she had spoken to Adam Green and Daryl Phillips who have confirmed that in principle they will allow HWPC to take over management of Hattons Pond. Cllr Farrance advised that in relation to the broader issue of the ponds and commons, HWPC are ready, willing and able to support in the production of the 10 year strategy document. Cllr Airton suggested an urgent meeting with Adam Green to discuss further.

**ACTION: Cllr Farrance and Executive Clerk to arrange a meeting with Adam Green regarding the 10 year ponds and commons strategy.**

Cllr Southern advised that there is no further update on the sheds in the White Lion carpark. Cllr Harvey noted that there are a number of external businesses running from the units within the White Lion car park and HWPC are lacking clarity as to whether they have approval to be based there. Cllr Southern confirmed that he will investigate this.

Cllr Southern noted that he had been advised by Phil Sheppard that it had been agreed for residents parking permits in Hardings Lane. It was agreed that the timing limits for parking bays in Hardings Lane and Duck Pond Walk would be changed to residents only (parking permits). HDC intend to advertise this in January as part of a traffic order amendment. Dilly Lane parking issues have been included in the 2023 traffic management program to implement localised prohibitions and restrictions to improve the number of passing points. There are no plans for a traffic calming scheme and it is not within HDC's remit. It may be possible for it to be pursued by HWPC, we would need to speak with HCC traffic management.

Cllr Spencer Farmer shared his thanks to HWPC for sharing our thoughts and concerns regarding increased car park costs in HDC owned carparks during the last overview and scrutiny meeting. He has requested some further data from HDC to review the reality of what is happening.

Cllr Farmer shared that the HDC Shapley Heath survey has still not been published, he will continue to push for this. During the last HDC meeting an announcement was made that the housing trajectory is no longer a

problem until late 2020's and the land supply will take them through into the early 2030's, which is contrary to the arguments made early on. However, they are planning to bring Shapley Heath back to the table as part of the local plan.

Cllr Farmer noted that he has been promised an update from SE Water regarding the schedule and impact of works on the Fleet Road in the new year. This will be shared with HWPC so it can be publicised on our website and social media.

Cllr Farmer stated that a private HDC members only meeting will be held on Thursday 16<sup>th</sup> December 2021, whereby they are expecting to have a first view of the further budget cuts being proposed. These are likely to affect front line services. Cllr Spencer will pass on further information when he is able to.

HCC Cllr Tim Davies noted that the previously proposed HCC budget cut that involved stopping the school crossing patrol has been rejected.

Cllr Davies noted that a meeting had been held regarding education standards across local schools in the area. He confirmed that all schools are performing quite well. Many of the schools that were previously assessed as being Ofsted Outstanding are expected to be downgraded to Good. Nationally, only 3% of previously rated 'outstanding' schools have maintained this rating. A statistic was shared at the meeting that there are no special educational needs children within Hart state schools. Cllr Davies is interested to know what HWPC think of this statistic as he doesn't agree that this is correct. He is also interested to know how many children in Hartley Wintney attend Calthorpe Park School. The Executive Clerk confirmed that we don't hold the data to confirm this however there is expected to be a number of children who live in Hartley Wintney that go to Calthorpe Park.

Cllr Davies confirmed that the pavement improvement work along Dilly Lane is going ahead.

#### **20/21PC 64. APPROVAL OF MINUTES, ACTIONS LOG & PARISH OFFICE REPORT**

Cllr Elborn proposed approval of the minutes and actions log of the Full Council meeting on 1<sup>st</sup> November 2021, Seconded by Cllr Harvey. **AGREED by all.**

The Council reviewed the actions log. Cllr Elborn updated the Cllrs on the OS online maps software capabilities.

Cllr Crampton confirmed that a grant had been given to HDC Cllrs that can be used by small groups to offset some of the costs related to Platinum Jubilee celebrations. This can be done through the Parish Council. In January there will be a form on the HDC website to apply.

#### **ACTION: Cllr Elborn to add the Executive Clerks annual leave into the Teams Calendar.**

The Executive Clerk noted that the late night shopping event on 16<sup>th</sup> December will be a low key event in light of the rising covid cases locally. Car parking will be free and there will be social media/ website promotion in the lead up to the event. Hart Rotary will be asked to come along with their sleigh. The Waggon and Horses will be asked to sell mulled wine.

#### **20/21PC 65. PARISH COUNCIL FINANCE – review & approval of following:**

- i) To approve Payments listing (attached)

The Council reviewed the payments listing. Cllr Gee proposed approval of the Payments listing, seconded by Cllr Harvey. **AGREED by all.**

- ii) To receive preliminary draft budget for brief discussion and recommendation for Finance Committee (attached)

The Executive Clerk presented an overview of the draft budget figures to the Council. The net expenditure over income is £282,035. Last years precept was £212,299, so there is a £71,000 difference. The main differences vs last year are the seasonal events, bus and new assets. Cllr Gee suggested that as a rule for next year, the precept vs expenditure should balance so there are no deficits. This would involve a balanced budget with an increase in precept. This will be reviewed formally at the Finance Committee

meeting on Tuesday 14<sup>th</sup> December, prior to being presented at the next Full Council meeting. The Executive Clerk explained that we can apply for an increased amount of precept providing we have justifiable need. The Executive Clerk is awaiting further information regarding this from HDC, this will be circulated upon receipt.

**ACTION: Executive Clerk to circulate information regarding precept application from HDC.**

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

Cllr Farrance wished to defer this to the next meeting.

## **20/21PC 66. PARISH COUNCIL MATTERS**

i) Receive representation from Whitewater PPG at 8.15pm

Mr Steve Cardwell of Whitewater Health joined the meeting at 8.15pm.

Mr Cardwell provided a general update to the Council. He explained that a patient will not always be offered a GP for first consultation. Whitewater Health have a duty team, consisting of GP's, Advanced Nurse Practitioners, Practice nurses and Pharmacists. They are trying to share the message that the most appropriate condition will be offered in order to save as much time as possible. They have recruited a new salaried GP and a GP partner to start in January and February 2022 which will ease some of the pressure. Clinical Pharmacists are assisting GP's with their workflow of prescriptions. They have brought on a company called VIR Pract to support with workflow. More receptionists will be recruited to help accept more phone calls. Mr Cardwell will be working with their telecoms company to review whether the telephone booking system is set up as efficiently as it can be. The website will also be reviewed with plans to make improvements.

Cllr Airton noted that a number of long standing GP's have left the practise recently and questioned if the reasoning behind this is being investigated. Mr Cardwell confirmed that he would put this to the partners to provide a proper response to this query.

Cllr Harvey queried the process upon how a patient is triaged upon initial phonecall. Mr Cardwell explained that the receptionist will ask if the concern is urgent and needs to be treated today. If so, they ask for a brief explanation of what is wrong which then gets passed on to the multidisciplinary team for review. They will then advise who is best to see the patient and an appointment is arranged. For a non urgent concern, the receptionist will arrange the next available routine appointment.

Cllr Elborn asked if any plans to implement video call consultations will be considered. Mr Cardwell advised that this is not in their future plans, however a phonecall consultation can be changed to a video call should the GP think this be required. 62% of all consultations are face to face.

Mr Cardwell noted that many practices in North Hampshire will have a finite number of duty team appointments and once full will stop seeing patients. Whitewater Health do not do this, everyone on the list will be seen.

Cllr Farrance asked if he could meet with Mr Cardwell to discuss in detail the messages that HWPC can pass on to parishioners to give comfort to them regarding what Whitewater Health are doing to address concerns.

**ACTION: Cllr Farrance to arrange a meeting with Mr Cardwell.**

Cllr Crampton asked for an update on how workload between the Hartley Wintney and Hook surgeries is currently being split. Mr Cardwell explained that the Hartley Wintney branch is being used for any respiratory concerns that need to be seen face to face. Any Hartley Wintney residents that cannot make it to Hook will also be seen in the HW branch.

Mr Cardwell left the meeting at 8.43pm.

ii) To receive and approve adoption of following policies (attached);  
Cllr Craig introduced the policies to the Full Council.

HWPC Reporting at Council Meetings Policy 2021 – It is a legal requirement to permit video and audio recording of council meetings, providing it doesn't disrupt the running of the meeting. Cllr Airton requested a change in wording on point 2.1 from 'recommended' to 'required'. Subject to this change, Cllr Elborn proposed approval of the HWPC Reporting at Council Meetings Policy 2021, seconded by Cllr Airton. **AGREED by all.**

HWPC Burial Grounds Policy 2021 – Cllr Craig proposed the policy as presented by the E&A Committee. Cllr Craig wished to note that it would be an opportunity to state a preferred grave digger for 2022. Cllr Robertson proposed approval of the HWPC Burial Grounds Policy 2022, seconded by Cllr Gee. **AGREED by all.**

HWPC Memorial Benches Policy 2021- Cllr Craig proposed the policy as presented by the E&A Committee. Cllr Robertson proposed approval of the HWPC Memorial Benches Policy 2021, seconded by Cllr Cornwell. **AGREED by all.**

HWPC Winter Weather Emergency Plan 2021 – Cllr Craig proposed the policy for approval, noting that the checking of grit bins during bad weather is reduced to 'at least once a week' and the HAO will respond to individual resident requests as necessary should a bin run out of grit or salt. Cllr Gee proposed approval of the HWPC Winter Weather Emergency Plan 2021, seconded by Cllr Elborn. **AGREED by all.**

**ACTION: Executive Clerk to add the purchase of 2 new salt bins onto the Finance committee actions list.**

## **20/21PC 67. CHAIRMAN'S ANNOUNCEMENTS & PARISH COUNCILLOR MATTERS**

Cllr Farrance wished to thank all of the Cllrs and Parish Office team for their efforts this year.

Cllr Gee noted that the Village festival will be held on the weekend of 10<sup>th</sup>/11<sup>th</sup> June 2022, so requested that all Cllrs diarise this to ensure availability. Cllr Gee wished for further emphasis on marketing of the Community bus and the LPC. He wished for marketing plans to be added to the agenda for the next Full Council meeting. Cllr Airton suggested adding the public bus timetable into the Contact magazine, along with the Community Bus timetable.

**ACTION: Executive Clerk to add review of marketing plans to the next Full Council agenda.**

**ACTION: The Community Bus Administrator to add the public bus timetable to the Community Bus timetable within the Contact magazine.**

Cllr Harvey wished to express her thoughts that the High Street looks lovely this Christmas.

Cllr Robertson thanked the Council for their well wishes and gift basket. Cllr Robertson asked for an update on the bench at Phoenix Green. The Executive Clerk confirmed that she had spoken with Liz Vango-Smith who has confirmed it will be returned.

Cllr Elborn noted that the Executive Head Teacher will be leaving The Greenoaks Federation at the end of this educational year and questioned if we should further engage with the Governors during this period of change. Cllr Farrance noted that he wished to acknowledge Sue Tadmans contribution to the community and that there is more opportunity to further engage with the Federation.

Cllr Airton questioned what the Community Events Working Party will look like. The Executive Clerk explained that this will be controlled by the Parish Office. Its main objective is to engage the various community groups to ensure we have the best use of resources for a more cohesive approach. Any group that is active in the community will be invited to be part of the working party, for example the PTA, The

Scouts and Guides, The Twinning Association, The Hart Rotary etc, with the Executive Clerk and Deputy Clerk representing HWPC. The E&A Committee will no longer be responsible for seasonal events.

Cllr Airton questioned the need for staffing resource for the running of the LPC. Cllr Farrance explained that after the implementation of the working groups, there will be an initial review of the skills and capabilities of the Parish Office to assess what further resources are required.

Cllr Airton noted that there have been increased reports of cold callers within the community.

#### **20/21PC 68. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS**

i) Community Hub  
No updates.

ii) Committee meetings – to receive approved minutes  
Minutes of Committee meetings were received by all members.

#### **20/21PC 69. CORRESPONDENCE & DATES OF MEETINGS**

The Executive Clerk noted that the 2022 meeting calendar has been produced and circulated for review by all Cllrs.

The Executive Clerk wished to thank the Parish Office team and the Cllrs that supported during The Christmas Market. She also wished to thank the Deputy Clerk for her efforts with co-ordinating the implementation of the Snow Windows.

To review and agree which meetings are to take place throughout January 2022:

- Planning & Infrastructure Committee – Monday 17<sup>th</sup> January 2022 at 7.00pm
- Environment & Amenities Committee – Monday 24<sup>th</sup> January 2022 at 7.00pm

There being no further business the meeting was closed at 21.38.

..... Chairman .....Date

#### Appendices

- Actions Log
- Parish Office Report
- Payments Listing
- Cashbook reports October 21
- Draft budget report for 2022/23
- HWPC Winter Weather Emergency Plan 2021
- HWPC Burial Grounds Policy 2021
- HWPC Memorial Benches Policy 2021
- HWPC Reporting at Council Meetings Policy 2021

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