



**MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL
HELD ON MONDAY 4TH SEPTEMBER 2023 AT 19:00
MICHAEL KING PAVILION, RECREATION GROUND, MAIN ROAD,
COLDEN COMMON, SO21 1RR**

Present: Cllr Maggie Hill (Chair)
Cllr John Pearce
Cllr John Boyes
Cllr Hazel Crosthwaite
Cllr Jacqui Hadley
Cllr Tony Higginson
Cllr Alex Loughran
Cllr David Martin
Cllr Brian O'Neill
Cllr Geoffrey Scardthomas
Cllr Rob Veck

Apologies: Cllr Nick Goddard
Cllr Hannah Greenberg
Cllr Rob Humby

In attendance: Cllr Sue Cook
Debbie Harding (Clerk)
Sophie Thorogood (Asst. Parish Clerk)
6 members of the public

FPC42/23 To receive apologies for absence

Apologies were noted as above.

FPC43/23 To receive any declarations of interest related to subsequent agenda items

FPC44/23 To approve and sign the minutes of the meeting of the Full Parish Council held on the 3rd July 2023 as an accurate record of the meeting

It was resolved to approve the minutes of the meeting of the Full Parish Council held on 3rd July 2023 as an accurate record of the meeting, as proposed by Cllr Crosthwaite, seconded by Cllr Pearce, and carried with an abstention from Cllr Hill.

FPC45/23 To receive any questions from members of the public relating to any matters on the agenda

A member of the public highlighted the increasing costs of maintaining the churchyard and how the grant paid to the Church supported these works. They also commented on items FPC50/23 and FPC51/23 in relation to the Silent Soldiers project.

FPC46/23 To receive updates from the elected District and County Councillors

County Councillor – Cllr Humby was not present.

District Councillors –

Cllr Cook apologised for not having sent through a report in advance of the meeting.

8th-17th September is the Heritage Festival in Winchester.

Cllr Cook also spoke regarding the LCWIP meeting held on the 20th July, of which the PowerPoint presentation has been sent to the Clerk. The presentation shows a cycle route between Colden Common and Twyford on the draft Winchester District primary cycle network. 16 routes are listed in this draft throughout the Winchester District. The prioritisation process consultation will take place between November 2023- January 2024 with the consultation outcomes due to March 2024.

FPC47/23 To receive an update from the Clerk

The **rising bollards** were operational after the recent repair and Barker and Geary extended the guarantee for another year.

Shortly after they were fixed, one of the rising bollards failed to rise again.

The unit has been sent back to the manufacturer who have stated that the valve has blown due to excess pressure, possible by a car driving over the bollard before it was fully retracted. (Using the exit loop).

The repair costs are £436.00. The Clerk has pushed back to Barker and Geary that is very difficult to drive over one bollard with a car due to the spacing of the three bollards and asked for a breakdown for the repair costs of £426.00.

The Clerk's view is that without CCTV to prove or disprove that vandalism is damaging them we are in a never-ending circle of blame for any failures. The Clerk is investigating costs of CCTV for the entrance.

Grounds Contract – The tender document (5-year contract) is being finalised with the following timescales

Opens	Friday 29th September
Closes	Friday, 24th November
Finance	4th December
Award	8th January

Colden Common Park Car Park is being repaired Tuesday, 5th September

There is a Climate change talk on the 16th September to which Councillors are invited. The Council has received an invitation to the Beautiful World Photographic Exhibition. The E1 Continues to 30th October and then the 61 service takes over. Timetable details will be announced nearer the time and distributed via information service.

Southern Water will be circulating revised draft plans for the Water for Life project in the Winter. The External Audit has no comments on the year end account but is waiting for the report to be approved by a senior manager.

The Clerk and Asst Clerk will be looking into cashflow and savings accounts arrangements as the Council has a significant amount in the Lloyds savings account which is taking the Council over the £85,000 limit for FSCS cover.

The insurance renewal is due in October and the Clerk will be reviewing the schedule and renewing.

A reply has been received regarding the erratic hours of the village shop. Apart from the Post Office the opening hours appears to have been resolved.

There was an injury on the boardwalk in Strattons Copse. The Clerk has emailed the open space officer at Winchester City Council to advise him.

FPC48/23 To consider permission for 9th Winchester Scouts to hold a Bonfire and Fireworks event at Colden Common Park, Boyes Lane on 4th November 2023

The Group Scout Leader and secretary were present for the meeting to answer any questions on the event.

It was a difficult decision for Councillors, but on balance the Council resolved to approve permission. This decision was made so that the stables on Boyes Lane and owners of domestic pets nearby will have an opportunity to plan for a firework display at a set date and time with a duration of no longer than 15 minutes. 9th Winchester will keep whizzes and bangs to a minimum and play music prior, and during the event as in previous years.

It is hoped that a benefit of having one affordable community event for the village will limit the use of private firework displays. The Parish Council will be asking residents to support the 9th Winchester Scouts event and consider refraining from private displays which those who find them difficult for themselves or their animals are unable to plan for.

The Clerk to write a letter to the Scouts confirming some of the conditions, covering:

- Poor weather
- Limit attendance to 2,500 people
- To receive confirmation that WCC Safety Advisory Group have approved the event plan
- A dedicated Facebook event page with advertising, and answering FAQ
- Scouts to arrange their own adequate insurance.
- The site of the bonfire to be approved in advance and a minimum of 90m away from the Pavilion
- Size of the bonfire to be limited and materials to be burnt to be delivered only delivered morning of Saturday 4th November

- A fee of £150 for the hire of the pavilion and the park to be closed to football and other organised events
- Fire area to be cordoned off, ash to be removed within 3 days, and top dressing to be completed within 7 days of the event.
- The park to be litter picked and ready for use by afternoon 5th November.
- The display to last no more than 15 minutes, whizzes and bangs be kept to a minimum and music be played prior and during the display time
- Confirmation to be received that the Scouts will write to stable owners and residents of Boyes Lane

It was resolved to give permission for 9th Winchester Scouts to hold a bonfire and fireworks event at Colden Common Park on 4th November 2023, subject to the conditions above, and carried with 8 Councillors voting for, and Cllrs Crosthwaite, Hill and Martin voting against.

Clerk agreed to meet with Rose and Claire

The 9th Winchester GSL and Secretary left the meeting at 19:32pm.

FPC49/23 To receive the minutes from the Planning Committee meetings held on the 19th July and 16th August 2023

Cllr Hill presented the highlights of the meeting. The minutes are available on the Parish Council website.

FPC50/23 To consider adding Silent Soldiers to the Village gateways for a period of remembrance (22nd October to 12th November)

Some village veterans and Colden Common Shed have made some silent soldiers. They have been sponsored by individual members, so will have no cost to the Parish Council.

It is suggested that the silent soldiers are placed on the village gateway entrances to the village from the 22nd October to the 12th November, together with a RBL large poppy, to mark the period of remembrance for those who serve to defend democratic freedoms and as a symbol of hope for a peaceful future.

Concerns have been raised over potential copyright infringement, which the Clerk and Cllr O'Neill will investigate further.

It was resolved to add Silent Soldiers to the village gateways for a period of remembrance, as proposed by Cllr O'Neill, and carried with abstentions by Cllrs Martin and Loughran.

FPC51/23 To note the refurbishment of the sensory garden on The Green and consider changing the name of the area, installing a permanent silent soldier and replanting

It was resolved to change the name of the sensory garden to be "Garden of Reflection", and install 1 permanent silent soldier, as proposed by Cllr O'Neill and carried with abstentions by Cllrs Martin and Loughran

FPC52/23 To receive the minutes from the Finance Committee meeting held on the 7th August 2023

Cllr Crosthwaite presented the highlights of the meeting. The minutes are available on the Parish Council website

FPC53/23 To receive a recommendation from the Finance Committee to award grant payments

Colden Common Breathe Easy Group	£105.93
Colden Common Rainbows, Brownies, Guides	£1,796.00
Colden Common Pre-School project 1	£300.00
Colden Common Pre-School project 2	£863.79
Glen Park Resident's Association	£469.00
Olive Branch Counselling Service Limited	£100.00
Victim Support	£100.00
Citizen's Advice	£450.00

TOTAL FOR ALL GRANT APPLICATIONS £4,184.72

It was resolved to award the grants as above, as proposed by Cllr Crosthwaite , seconded by Cllr Martin and carried with abstentions by Cllrs O'Neill and Pearce.

A member of public left at 20:24pm

FPC 54/23 To approve revised Finance Committee Terms of reference, consider any changes and recommend them to Full Council for adoption

It was resolved to approve revised Finance Committee Terms of reference, as proposed by Cllr Crosthwaite, seconded by Cllr Veck and carried.

FPC 55/23 To receive the external auditor's opinion on the audit of the accounts for the year ending 31st March 2023

The report was not received in time for the meeting so will be deferred to the next meeting of the Full Council in November 2023

FPC56/23 To receive the Common Voices consultation feedback.

To resolve to move ahead with the implementation of the strategy.

To resolve the membership of the working party to work on prioritisation of the objectives & major / minor projects arising from the strategy, cost plans, recommendations as to how the implementation of the strategy will be sustained over the 10-year period for Full Parish approval.

Cllr Veck had presented the results of the consultation feedback in an online briefing session to the Councillors prior to the Full Council meeting.

Cllrs Boyes, Crosthwaite, Hadley, Hill, and O'Neill volunteered to join the working party along with Cllr Veck.

It was resolved to implement the strategy document, with the above Cllrs joining the working party.

FPC57/23 Councillors' information and question time

Cllr Boyes – asked Cllr Crosthwaite, as the PPG representative, to raise at the next PPG meeting the issues that residents are experiencing with the GP surgery changing over to only using the NHS app, which is impacting those residents without smartphones.

Cllr Higginson left the meeting at 9:01pm

FPC58/23 To raise any items for the next agenda

- Receipt of the external auditor's report

FPC59/23 To approve accounts for payment by Colden Common Parish Council for August 2023 (retrospectively) and September 2023

It was resolved to approve the accounts for payment for August 2023 (retrospectively) and September 2023, as proposed by Cllr Hill and carried.

FPC60/23 To resolve to close the meeting to members of the public to discuss a matter in relation to a complaint received regarding a Parish Council boundary.

To comply with the data protection act and legal privilege, these matters can only be discussed in a closed meeting - it is in the public interest that public and press be excluded from this part of the meeting under legislation contained in the Public Bodies (Admission to Meetings) Act 1960

It was resolved to close the meeting to members of the public, as proposed by Cllr Hill, seconded by Cllr Martin and carried.

FPC61/23 Confidential session

- To discuss communication from our insurers regarding an alleged injury on Parish Council land
- To update on a complaint received about the Parish Councils refusal to sell Parish Council land and determine the request to issue a license to occupy.
- To discuss the boundary of Parish Council land contained in title deed HP556558.

Details of this minute are included in a confidential note.

COLDEN COMMON PARISH COUNCIL
ACCOUNTS TO BE PRESENTED FOR PAYMENT: August 2023

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method	* when Paid	Subtotal
25/07/2023	Salaries	July salaries	3,476.30	0.00	3,476.30	BACS	25-Jul	
25/07/2023	Pension	July pensions	1,104.68	0.00	1,104.68	BACS	25-Jul	
25/07/2023	TAX and NI	July Tax and NI	1,027.32	0.00	1,027.32	BACS	25-Jul	
20/07/2023	Vodafone	Vodafone	62.95	12.60	75.55	DD	01-Aug	
22/07/2023	Lloyds Chargecard	Amazon - name badges	9.99	2.00	11.99	DD	07-Aug	
		Amazon - aqua roll end sockets	6.32	1.27	7.59			
		Amazon - hoselock adaptor	3.50	0.70	4.20			
		Land Registry	3.00	0.00	3.00			
		Land Registry	3.00	0.00	3.00			
		Mailchimp	27.14	0.00	27.14			
		Adobe - Acrobat Pro July 23	16.64	3.33	19.97			
		Dropbox - annual licence	79.90	15.98	95.88			
		Sky Mobile - SIM card Asst Clerk	6.00	0.00	6.00			
		Amazon - batteries (to be refunded)	10.17	0.00	10.17			
05/08/2023	Green Smile	Monthly Grounds Maintenance - August	2,767.00	553.40	3,320.40	SO	25-Aug	188.94
04/07/2023	CC Methodist Church	Refreshments for MK Pavilion opening	50.00	0.00	50.00	BACS	04-Jul	
04/07/2023	C&D Trees	Prune oak tree - St Vigor Way	70.00	14.00	84.00	BACS	18-Jul	
29/07/2023	Tony Nelson	Handyman services July 23 - SLR work, play area inspections	250.00	0.00	250.00	BACS		
28/07/2023	C&D Trees	Remove dead willow at Valley Close	860.00	172.00	1,032.00	BACS		
14/07/2023	HALC	Cllr Development training - Cllr Scardthomas	98.00	19.60	117.60	BACS		
01/08/2023	SLCC	Themed Summit - 13th September - D Harding	60.00	12.00	72.00	BACS		
11/07/2023	Sharp	Photocopier hire Jul-Sep + copies Apr-Jun 23	192.41	38.48	230.89	BACS		
03/07/2023	WCC	Dog bin emptying Apr-Jun 23	210.00	0.00	210.00	BACS		
<u>To be paid from Lengthsmen Bank account</u>								
28/07/2023	Premier Grounds & Garden Maintenance	July Lengthsmen visits as agreed	1,200.00	240.00	1,440.00	BACS		
Total			£11,594.32	£1,085.36	£12,679.68			

			Last Month	Change
Nationwide - Instant Access	Account Number - 90130064	£35,000.00	£35,000.00	£0.00
Nationwide - 95 Day Saver	Account Number - 90130072	£50,000.02	£50,000.02	£0.00
Cambridge & Counties - 1yr bond	Account Number - 80016896	£50,000.00	£50,000.00	£0.00
Total Long term reserves		£135,000.02	£135,000.02	£0.00
CCPC -Admin Account	Account Number - 00385887	£16,494.72	£13,316.82	£3,177.90

Deposit Account balance	Account Number - 01213095	£107,672.09	£117,590.25	-£9,918.16
CCPC - Lengthsmen Account	Account Number - 22798668	£13,051.34	£14,563.34	-£1,512.00
	Total available funds (excluding long term)	Total	£272,218.17	£280,470.43
				-£8,252.26
	Total available funds after above bill paid			
	(Some of the above payments marked *			
	have cleared already)	£265,272.34	£269,602.29	-£4,329.95
		£265,306.34		
	Fidelity Guarantee	£500,000.00		
		£234,727.66		

GOLDEN COMMON PARISH COUNCIL
ACCOUNTS TO BE PRESENTED FOR PAYMENT: September 2023

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method	* when Paid	Subtotal
25/08/2023	Salaries	August salaries	3,476.50	0.00	3,476.50	BACS	25-Aug	
25/08/2023	Pension	August pensions	1,104.68	0.00	1,104.68	BACS	25-Aug	
25/08/2023	TAX and NI	August Tax and NI	1,027.32	0.00	1,027.32	BACS	25-Aug	
20/08/2023	Vodafone	Vodafone	62.03	12.42	74.45	DD	31-Aug	
22/08/2023	Lloyds Chargecard	Amazon - refund batteries not delivered	(10.17)	0.00	(10.17)	DD	07-Sep	
		Surveymonkey - annual licence	320.00	64.00	384.00			
		Zoom - annual licence	119.90	23.98	143.88			
		Land Registry	6.00	0.00	6.00			
		Mailchimp	26.78	0.00	26.78			
		Adobe - Acrobat Pro August 23	16.64	3.33	19.97			
		David Cover & Son - materials for sensory garden	332.46	66.49	398.95			
		Toolstation	46.65	9.33	55.98			
		Paypal Chapel Interiors - sensory garden paint	105.39	0.00	105.39			
		Post Office - postage	5.39	0.00	5.39			
		Sky Mobile - SIM card Asst Clerk	6.00	0.00	6.00			
		Lux rewards cashback	(2.80)	0.00	(2.80)			
		Land Registry	6.00	0.00	6.00			
		Land Registry	6.00	0.00	6.00			
		Next Day paint - woodstain Sensory garden	31.49	6.30	37.79			
		Defib Pad - replacement pads	70.49	14.10	84.59			
		Next Day paint - sensory garden paint	115.99	23.20	139.19			
		SLCC - CCTV compliance course	30.00	6.00	36.00			
		SLCC - Tenders & Contracts course	30.00	6.00	36.00			
		Land Registry	3.00	0.00	3.00			
		Land Registry	3.00	0.00	3.00			
05/09/2023	Green Smile	Monthly Grounds Maintenance - September	2,767.00	553.40	3,320.40	SO	25-Sep	1,490.94
07/08/2023	Playdale	Replacement parts	180.00	36.00	216.00	BACS	22-Aug	
21/08/2023	Raven about Wood	Work to sensory garden	1,000.00	0.00	1,000.00	BACS	22-Aug	
08/08/2023	SSE Energy Solutions	Skateboard park electricity - 20.01.23 - 01.06.23	74.52	3.72	78.24	DD	25-Aug	
08/08/2023	SSE Energy Solutions	MK Pavilion electricity - 02.04.23 to 01.06.23	187.72	9.38	197.10			
08/08/2023	SSE Energy Solutions	CCP Electricity - 01.06.23 to 13.06.23	770.40	154.08	924.48			
08/08/2023	SSE Energy Solutions	Skateboard park electricity - 01.06.23 to 13.06.23	50.89	2.54	53.43			
08/08/2023	SSE Energy Solutions	CCP Electricity - 22.04.23 to 01.06.23	125.20	6.26	131.46			1,384.71
19/08/2023	British Telecom	Office broadband and MK Pavilion broadband Aug-Oct 23	283.05	56.61	339.66	DD	04-Sep	
31/08/2023	Tony Nelson	Handyman services August 23 - SLR work, play area inspections, MK Pavilion steps, CCP barrier	330.00	0.00	330.00	BACS		
31/08/2023	Tony Nelson	Expenses - Aug 23	12.42	1.94	14.36	BACS		344.36
08/08/2023	Green Smile	Cutting new areas Ash Close/Valley Close May-Aug 23	144.00	28.80	172.80	BACS		
22/08/2023	Green Smile	Clearing up campfire CCP	50.00	10.00	60.00	BACS		
01/09/2023	Green Smile	Tree watering Jul & Aug 23; strimming Bluebell Wood; Replanting copper beech	365.00	73.00	438.00	BACS		670.80

11/07/2023	Hampshire County Supplies	Waste bin & paper towels for CCP	15.13	3.03	18.16	BACS	
25/08/2023	Biffa	Trade Waste 30.09.23 to 29.03.24	735.28	147.06	882.34	BACS	
24/08/2023	Rod Gaskin	Roller mower repairs	179.90	35.98	215.88	BACS	
31/08/2023	Seagrave Inspection Services	4 x operational play area & 1 gym inspection Aug 23	382.40	76.48	458.88	BACS	
04/09/2023	CC Churchyard Fund	2023/24 Grant	1,000.00	0.00	1,000.00	BACS	
04/09/2023	CC Breathe easy group	2023/24 Grant	105.93	0.00	105.93	BACS	
04/09/2023	CC Girlguiding Group	2023/24 Grant	1,796.00	0.00	1,796.00	BACS	
04/09/2023	CC Pre-School	2023/24 Grant	1,163.79	0.00	1,163.79	BACS	
04/09/2023	Glen Park Resident's Association	2023/24 Grant	469.00	0.00	469.00	BACS	
04/09/2023	Olive Branch Counselling	2023/24 Grant	100.00	0.00	100.00	BACS	
04/09/2023	Victim Support	2023/24 Grant	100.00	0.00	100.00	BACS	
04/09/2023	Citizen's Advice	2023/24 Grant	450.00	0.00	450.00	BACS	
04/09/2023	R&D Surfacing	Quote 1 - repairs to hard stand CCP barriers control box	985.00	197.00	1,182.00	BACS	
04/09/2023	R&D Surfacing	Quote 2 - pot holes repair CCP car park	2,225.00		2,225.00	BACS	
16/08/2023	N Power Business Solutions	Skateboard park electricity - 13.06.03 to 30.06.23	16.30	0.82	17.12	BACS	
16/08/2023	N Power Business Solutions	Skateboard park electricity - July 23	27.94	1.40	29.34	BACS	46.46
16/08/2023	N Power Business Solutions	MK Pavilion electricity - 13.06.03 to 30.06.23	19.45	0.97	20.42	BACS	
16/08/2023	N Power Business Solutions	MK Pavilion electricity - July 23	11.30	0.56	11.86	BACS	32.28
<u>To be paid from Lengthsmen Bank account</u>							
31/08/2023	Premier Grounds & Garden Maintenance	August 23 Lengthsmen visits as agreed	1,800.00	360.00	2,160.00	BACS	
Total			£24,861.36	£1,994.18	£26,855.54		

				Last Month	Change
Nationwide - Instant Access	Account Number - 90130064		£35,000.00	£35,000.00	£0.00
Nationwide - 95 Day Saver	Account Number - 90130072		£50,000.02	£50,000.02	£0.00
Cambridge & Counties - 1yr bond	Account Number - 80016896		£50,000.00	£50,000.00	£0.00
Total Long term reserves			£135,000.02	£135,000.02	£0.00
CCPC -Admin Account	Account Number - 00385887		£23,164.52	£16,494.72	£6,669.80
Deposit Account balance	Account Number - 01213095		£207,021.72	£107,672.09	£99,349.63
CCPC - Lengthsmen Account	Account Number - 22798668		£11,611.34	£13,051.34	-£1,440.00
Total available funds (excluding long term)			Total	£272,218.17	£104,579.43
Total available funds after above bill paid					
(Some of the above payments marked * have cleared already)					
			£358,565.38	£265,272.34	£93,293.04
Fidelity Guarantee			£500,000.00		
			£141,434.62		