

**COLDEN COMMON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD ON MONDAY 7 SEPTEMBER 2015 AT 7.30PM. IN THE**  
**BERT STRATTON LOUNGE, COLDEN COMMON COMMUNITY CENTRE**

**Present** Cllr John Carry  
Cllr Pam Glasspool  
Cllr Patrick Hunter  
Cllr Jill Stevenson  
Cllr Jean Bligdon  
Cllr Ann Brown  
Cllr Steve Badham  
Cllr Ron Hancock

**Apologies** Cllr Richard Izard (holiday)  
Cllr Maggie Hill (holiday)  
Cllr Viv Stevens (holiday)  
Cllr Rob Humby (HCC)

**In attendance** Debbie Harding (Clerk)  
Vanessa Kitt (Assistant Clerk)  
Cllr Sue Cook (WCC) – arrived at item FPC  
68/15  
Cllr Peter Mason (WCC)  
3 members of the public

**FPC 62/15 TO ELECT AN CHAIR FOR THIS MEETING IN THE ABSENCE OF THE CHAIR AND VICE- CHAIR**

Cllr John Carry opened the meeting and advised a request had been received from a member of the public to record part of the proceedings and asked that if anyone had any objections to raise the matter with him. No objections were received.

***Cllr Steve Badham nominated Cllr John Carry as Chair for this meeting seconded by Cllr Ron Hancock and carried.***

**FPC 63/15 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and noted as above.

**FPC 64/15 TO RECEIVE CLLR EVAN'S RESIGNATION FROM THE PARISH COUNCIL**

The Clerk advised that, although Cllr Evans has tendered her resignation, she is keen to continue to be involved in village affairs. Councillors noted the significant contribution Cllr Evans had made to the Parish Council including her work on Commonview and Local Plan Part 2.

Cllr John Carry proposed a vote of thanks to Cllr Evans on her huge contribution to the Parish Council which was agreed by all.

**FPC 65/15 TO RECEIVE ANY DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS**

There were no declarations of interest.

**FPC 66/15 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL HELD ON 6TH JULY 2015**

**TO APPROVE AND SIGN THE CONFIDENTIAL MINUTES OF THE MEETING OF THE FULL PARISH COUNCIL HELD ON 6TH JULY 2015**

*The minutes of the Parish Council Meeting held on 6 July 2015 having been circulated, were considered.*

*The minutes were then agreed and signed as an accurate record of the meeting, Proposed by Cllr Steve Badham, seconded by Cllr Pam Glasspool and carried.*

*The confidential minutes of the Parish Council Meeting held on 6 July 2015 having been circulated, were considered. The minutes were then agreed and signed as an accurate record of the meeting. Proposed by Cllr Steve Badham, seconded by Cllr Jill Stevenson and carried.*

**FPC 67/15 UPDATE ON MINUTES; CORRESPONDENCE AND RELEVANT MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA FOR INFORMATION ONLY**

The Clerk reported as follows:

**FOREST SCHOOL**

Mini Kindling Parent and Toddler Group will start at Colden Common Park on Thursday 10<sup>th</sup> September from 10am to 11.30. This group is for Forest school activities for 0-3yr olds, camp fire, coffee, tea, snacks. They will meet Thursday mornings term time only, starting Thursday 10 September 2015 10am - 11.30am.

**LITTLE WIZARDS**

The breakfast and after school club will be returning to the Community Centre at some point this term. The pre-school will still be using the pavilion between 8am and 3pm. Any financial implications will be on a future Finance agenda.

**RECYCLING AREA** – The Clerk has chased the removal of the cardboard recycling. The new clothing bank has been installed and the book bank has been removed. The new reduced green bin area continues to attract fly tipping.

1 glass bottle bank is still waiting to be removed.

**THE TRIANGLE** - The wet pour repairs have taken place and look fantastic.

**GROUNDSMAN** – The groundsman is on holiday w/c 7<sup>th</sup> September 2015

**HIGHBRIDGE ROAD/BRAMBRIDGE JUNCTION** – The Clerk advised she had hoped to attend a site meeting with Andy Smith from Hampshire Highways and Cllr Humby on Tuesday to discuss the safety of this junction after the two motorcycle accidents in recent weeks and possible improvements. Cllr Steve Badham had agreed to attend this meeting

**OTHER TRAFFIC IMPROVEMENTS** – following a meeting between Sara Davies (WCC) and Andy Smith (HCC) the following improvements are to be undertaken  
Main Road, near Church Island – New entry signs on yellow backing boards to make more visible

Lower Moors Road – New 30mph signs onto yellow backing boards to make more visible and 30mph roundel on carriageway

Tees Farm Road – replace 30 and 40 signs as they are very old and sun bleached.

We are trying to establish whether the roundel we requested will also be installed.  
Main Road past Rimhjim – Re mark the 30mph roundel at 30mph entry point.

HCC did look at the carriageway by the island/church. HCC maintenance do not have any funding apart from 'emergency safety' funding. The carriageway and red patching is worn out and maybe looked at next financial year as and when funding becomes available, but it is not a safety issue so it will not get fixed yet. HCC were going to look at reinstating some of the lining and make the whole entry look more visible.

**TREE WORKS** – The tree survey for the area of land on St Vigor Way between the junctions of Hawthorn Close and Aspen Close has been surveyed and minor removal of deadwood is required.

The willow that has collapsed in Church Pond has been removed with authority from WCC Tree Wardens.

**OFFICE TRIAL** - The Parish Office relocation trial period will be reviewed with the CCCC on or around the 17<sup>th</sup> October.

**CCCC CAR PARK** – The Clerk is in discussion with the Co-operative regarding the disabled parking bays outside the Chinese. This is following a complaint from a member of the public regarding misuse of these parking bays. The Co-operative has confirmed the whole of the section of the car park is within their lease. (parking spaces left and right of the entrance) although discussions on ownership are ongoing.

**E1/E2 bus** - Wheelers Travel Ltd have given Hampshire County Council notice to terminate the contract for subsidised bus services E1/E2 between Eastleigh, Twyford/Otterbourne and Winchester after close of service on Saturday 10 October 2015.

HCC are now seeking tenders to maintain these services after that date; prices for several timetable options will be invited and the results considered alongside the available budget.

HCC hope to know the outcome in 3 to 4 weeks' time and will write to you again then with the details.

**SKINTLE GREEN ROAD SIGN** – this has now been installed.

**CODE OF CONDUCT TRAINING** – taking place on 5 October 2015. Any councillors interested in attending should contact the Clerk for more details.

**METAL DETECTION REQUEST** – a request has been received for metal detecting to be carried out in woods around Colden Common.

### **FPC 68/15 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the public wished to convey their appreciation of the sign replacement on Skintle Green.

With regards to North Pond and a tree which had been taken down due to alleged subsidence of nearby properties, a member of the public asked that if permission is given for work such as this to be carried out it should be conditional on the given work being carried out within a particular timeframe.

A member of the public asked about the resurfacing of pavements which seems to have stopped. The Clerk confirmed that work had stopped due to lack of funding but advised the work outstanding will be rolled forward to the next financial year.

**FPC 69/15 COUNTY AND DISTRICT COUNCILLORS' REPORTS/INFORMATION**

**Cllr Sue Cook** – Proposed sites in the Winchester District to be allocated for travellers within Local Plan Part 2 is still outstanding. HCC and local authorities' work on applying for devolution powers is ongoing – a public consultation is to follow. Work on Local Plan Part 2 is continuing although there has been a time delay.

- Free dog chipping is being offered by WCC in advance of it becoming mandatory for all dogs to be chipped from April 2016.

- Cllr Cook expressed thanks to all involved on Sunday 6 September at the Tennis Club Fundraising Event.

**Cllr Peter Mason** – people in the village have contacted councillors regarding the refugee crisis but no definite plans have been issued by WCC yet.

**FPC 70/15 TO NOTE THE DRAFT MEETING MINUTES FROM THE PLANNING MEETING ON THE 19TH AUGUST 2015**

Cllr Blidgon advised a Planning Meeting had been held on 19 August 2015 and the draft minutes are available on the Parish Council website.

Cllr Blidgon reported a letter had been written to the Finches family concerning the naming of Finches Close and they had confirmed they are happy with the name.

**FPC 71/15 TO NOTE THE DRAFT MEETING MINUTES FROM THE RECREATION MEETING ON THE 29TH JULY 2015**

Cllr Glasspool advised the draft minutes of the meeting held on 29 July 2015 have been distributed and are available on the Parish Council website.

Cllr Glasspool highlighted the fact that the cricket screens at Boyes Lane have been repaired by young people involved with the cricket club and expressed appreciation for the work they had carried out.

**FPC 72/15 TO CONSIDER A RECOMMENDATION FROM THE RECREATION COMMITTEE FOR THE PARISH COUNCIL TO DISPOSE OF A SET OF GOAL POSTS (CURRENTLY ON THE ASSET REGISTER FOR £750.00)**

Cllr Glasspool advised no one had shown an interest in the goal posts and it was suggested that WCC be contacted to see if anyone is interested.

***The Recreation Committee recommend the Full Parish Council to dispose of a set of goal posts. It was resolved that the Clerk is authorised to dispose of this asset should an offer not be made within the next three weeks.***

***Proposed by Cllr Pam Glasspool, seconded by Cllr Steve Badham and carried.***

**FPC 73/15 TO CONSIDER A RECOMMENDATION FROM THE RECREATION COMMITTEE FOR THE PARISH COUNCIL TO DISPOSE OF THE FLAIL (OFFER RECEIVED OF £2,900) CURRENTLY ON THE ASSET REGISTER FOR A VALUE OF £6,500.**

***The Recreation Committee recommend that the Parish Council dispose of the flail asset for a minimum of £2,900 with £1,200 ear marked for new equipment and the remaining funds returning to reserves.***

***Proposed by Cllr Pam Glasspool, seconded by Cllr John Carry and carried.***

**FPC 74/15 SUBJECT TO THE CONCLUSION OF AGENDA ITEM FPC73/15 AUTHORISE THE PURCHASE OF STRIMMER, LEAF BLOWER AND HEDGE CUTTER TO A MAXIMUM VALUE OF £1200.00 THE BALANCE RETURNING TO RESERVES.**

Cllr Steve Badham suggested looking at equipment and considering what needs to be replaced when setting the annual budget. It was agreed that assets be considered as part of budget setting for 2015/16.

***The Clerk is authorised to purchase a new strimmer engine, head, and chainsaw and leaf blower to a maximum value of £1,200.00 plus VAT using funds from the sale of the flail, with the remainder returning to reserves.***

***Proposed by Cllr Pam Glasspool, seconded by Cllr Patrick Hunter and carried.***

**FPC 75/15 TO CONSIDER A RECOMMENDATION FROM THE RECREATION COMMITTEE FOR THE PARISH COUNCIL TO ORDER DRAINAGE WORKS AND ARTIFICIAL LAWN FOR THE FENCED OFF AREA OUTSIDE THE PAVILION AT BOYES LANE (AS PLANNED IN THE 2015-16 PROJECT BUDGET)**

The Clerk confirmed the correct procurement process has been carried out in obtaining quotes for the work.

***The recommendation from the Recreation Committee is to accept the quotation from Trulawn at a cost of £4,495.00 for the luxury product installation and the quote from Paul Budden for £960 for the Arco channel drain. The total cost of the project being £5,455.***

***It was noted that the premium for the luxury product which takes the cost of the project £455.00 over budget will be funded by Little Wizards.***

***Proposed by Cllr Pam Glasspool, seconded by Cllr John Carry and carried.***

**FPC 76/15 TO APPROVE THE SUM INSURED FIGURE ON THE RENEWAL QUOTATION OF £4,155.71 FOR INSURANCE FROM 1ST OCTOBER 2015 TILL 30TH SEPTEMBER 2016 FROM CAME AND COMPANY AS PART OF THE PREVIOUSLY RATIFIED LONG TERM AGREEMENT UNTIL OCTOBER 2017**

The Clerk confirmed that once the PFI agreement has been received from HCC a refund on insurance premium will be paid to the Parish Council.

The Clerk further confirmed that the Scouts had provided evidence of public liability insurance for the firework display due to take place on Saturday 7 November 2015.

***It was resolved to approve the sum insured figure on the renewal quotation of £4,155.71 for insurance from 1<sup>st</sup> October 2015 till 30<sup>th</sup> September 2016 from Came and Company as part of the previously ratified long term agreement until October 2017.***

***Proposed by Cllr Pam Glasspool, seconded by Cllr Steve Badham and carried.***

**FPC 77/15 TO RECEIVE THE NOTICE OF AUDIT CONCLUSION FROM BDO AND THE ISSUES ARISING REPORT.**

The Chair highlighted the minor issue raised by BDO which was that the annual return did not add up by £1.

Cllr Carry said he would like to record his thanks to the Clerk for her work which was echoed by all. The Clerk thanked Cllr John Carry for his support. In addition it was noted that ex-councillor Paul Bryant was owed thanks for his work on the Finance Committee over the year.

**FPC 78/15 TO AGREE THE ACCOUNTS FOR PAYMENT BY COLDEN COMMON PARISH COUNCIL.**

Cllr Carry advised that due to there being no meeting in August some of the following accounts have already been paid.

***Cllr John Carry proposed the following accounts be approved and paid seconded by Cllr Jill Stevenson and carried.***

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method
26/07/2015	Salaries	Net Salaries	£4,640.16	£0.00	£4,640.16	BP
26/07/2015	HMRC	Total PAYE & NIC	£1,310.36	£0.00	£1,310.36	BP
26/07/2015	HCC	Total Pensions	£1,345.11	£0.00	£1,345.11	BP
15/07/2015	SSE	Highbridge, Hill Lane, Hensting	£2,430.24	£486.05	£2,916.29	BP
29/07/2015	SSE	Lower Moors Road	£2,731.08	£546.22	£3,277.30	BP
14/07/2015	MJT Decorating	SLR Sign	£80.00	£16.00	£96.00	BP
11/12/2014	WCC	Returning officer fees	£75.10	£0.00	£75.10	BP
22/07/2015	Vodafone	Mobiles	£90.85	£18.17	£109.02	BP
22/07/2015	Lloyds direct card	Dropbox charge and Currys laptop charger	£113.99	£0.00	£113.99	DD
31/07/2015	Allstar	Diesel and petrol for van and strimmer	£115.13	£23.02	£138.15	DD
27/07/2015	Village garage	Remove diesel from van, loss of brake fluid	£107.50	£21.50	£129.00	BP
25/08/2015	Salaries - August	Net Salaries	£4,639.96	£0.00	£4,639.96	BP
25/08/2015	HMRC - August	Total PAYE & NIC	£1,310.56	£0.00	£1,310.56	BP
25/08/2015	HCC - August	Total Pensions	£1,345.11	£0.00	£1,345.11	BP
18/08/2015	WCC	Planning Application fee	£97.50	£0.00	£97.50	CHQ
05/08/2015	WCC	Rates - August	£101.00	£0.00	£101.00	DD
05/08/2015	Anchor	Skateboard park socket	£180.00	£36.00	£216.00	BP
08/08/2015	Panda	Wet pour	£750.00	£0.00	£750.00	BP
06/08/2015	C&D	Removal of arisings from Whitebeam	£50.00	£10.00	£60.00	BP
06/08/2015	Arbor-Eco Consultancy	Tree report for St Vigor Way and Tennis Court project	£550.00	£0.00	£550.00	BP
29/05/2015	SSE	Street Lights - Church Lane	£3,037.80	£607.56	£3,645.36	BP
07/07/2015	Trade UK	Sundries	£15.00	£0.00	£15.00	DD
21/08/2015	Biffa	Waste removal CCP	£445.90	£89.18	£535.08	
19/08/2015	BT	Phone bill deducted an £125 incorrect charge waiting for new bill for vat amount			£114.31	
23/08/2015	Lloyds Bank	Pavilion maintenance (Rec) and New backup drive for laptop	£326.59	£65.33	£391.98	DD
18/08/2015	BDO	Audit fee	£600.00	£120.00	£720.00	
31/08/2015	Allstar	Diesel	£95.56	£19.11	£114.67	DD
24/08/2015	ICO	Data Registration	£35.00	£0.00	£35.00	DD
28/08/2015	Came and Company	Insurance -	£4,155.71	£0.00	£4,155.71	
18/08/2015	DJ Scott	Tractor service	£418.60	£83.71	£502.31	
11/08/2015	DJ Scott	Lawnmower service (TORO)	£47.79	£9.56	£57.35	
31/08/2015	Rigby Taylor	New white line marker for pitches (in project budget)			£838.50	
21/08/2015	Vodafone	Phone bills for August	£91.51	£18.30	£109.81	DD
01/09/2015	British Gas	27th May to 26th August 2015	£110.98	£5.54	£116.52	DD
04/09/2015	Roebuck Tree Services	Goat willow removal at Church Pond	£300.00	£0.00	£300.00	
07/09/2015	WCC	Rates - Sept	£101.00	£0.00	£101.00	DD

17/08/2015	Southern Electric	Boyes Lane, Skateboard Park and Rec	£923.90	£176.42	£1,100.32	
					£0.00	
		<b>Totals</b>	<b>£32,768.99</b>	<b>£2,351.67</b>	<b>£36,073.53</b>	
	Fixed Term Deposit - Co-op	Matured - Zero balance			£0.00	
		Total Long term reserves			£0.00	
	CCPC -Admin Account	Account Number - 00385887			£50,773.12	
	Deposit Account balance	Account Number - 01213095			£103,008.98	
		Total available funds (excluding long term)			£153,782.10	
		Total available funds after above bill paid			£140,147.38	
		(Some of the above payments marked * have cleared already)				
		Fidelity Guarantee	£200,000			

### **FPC 79/15 TO RECEIVE AN UPDATE ON THE TENNIS COURT PROJECT (FOR INFORMATION ONLY)**

Cllr Jill Stevenson thanked all residents and the local community for the big success of yesterday's Tennis Club Fundraising event at the recreation ground which raised in the region of £1,000. She advised the primary goal was raising awareness of the tennis club and so felt this had been achieved.

Cllr Stevenson advised the scope of works is out for tender and she is waiting for tenders to be submitted. In addition grant applications are being completed and a bank account has been opened. It was noted that grant applications will be applied for by the Parish Council. The shortfall of the project is thought to be around £10,000.

The next fundraiser, due to take place on 28 November 2015, will be a Race Night at the Community Centre.

Cllr Stevenson advised the scope of works for lighting, which will be funded by private individuals, is being prepared and a local company believes if existing columns are used then planning consent is not needed.

Cllr Glasspool pointed out that the Parish Council has submitted a planning application to WCC to extend the number of courts to three from the current two and did not include lighting which is a separate issue.

### **FPC 80/15 COUNCILLORS' QUESTIONS/INFORMATION TIME**

**Cllr Ron Hancock** – as a member of Colden Common Bowls Club, Cllr Hancock asked if members can make repairs to the roof over the Neil Smith Suite patio door. Cllr Hancock to liaise with the Clerk.

**Cllr Pam Glasspool** – With regards to Local Plan Part 2 Cllr Glasspool advised that the Parish Council and residents had been surprised by the proposed realignment of

settlement boundary at the end of the gardens in Church Lane which had been introduced without any notification or consultation as WCC had not advised of this proposal.

**Cllr Steve Badham** – Cllr Badham gave an update on Men in Sheds Project: the ceiling has been completed and is due to be painted. Rewiring and extra lighting had been installed and benches had been taken up to allow work to take place. Storage has been built within the pavilion to free up space in the garage and reduce need for so many people to go in the garage.

On the legal side two meetings have taken place, a constitution is in place and HMRC has been asked about charity status but it is not intended that the group will become a registered charity as its income is less than £5,000 p.a.

Cllr Jill Stevenson asked about the power socket which is currently connected to the tennis court floodlights. The Clerk to investigate whether the socket and the floodlights can be operated separately.

**FPC 81/15 TO RAISE ANY ITEMS FOR THE NEXT AGENDA**

No items were raised

Next meeting: Monday 5 October, 2015