

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 13 APRIL 2015 AT 7.30PM. IN THE
PATRICK MOORE ROOM, COLDEN COMMON COMMUNITY CENTRE

Present Cllr Richard Izard
Cllr Maggie Hill
Cllr John Carry
Cllr Pam Glasspool
Cllr Jean Bligdon
Cllr Ann Brown
Cllr Val Evans
Cllr Patrick Hunter

Apologies Cllr Viv Stevens (holiday)
Cllr Daryl Henry (WCC)
Cllr Peter Mason (WCC)
Debbie Harding (Clerk)

In attendance Cllr Rob Humby (WCC)
Vanessa Kitt (Assistant Clerk)
10 members of the public

FPC **APOLOGIES FOR ABSENCE**

231/14

Apologies were received and noted as above.

FPC **DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT**
232/14 **AGENDA ITEMS**

Cllr Richard Izard declared a non-prejudicial interest in the item relating to grass cutting of the churchyard extension as his wife is the church administrator.

FPC **TO NOTE THE PARISH COUNCIL VACANT SEATS**

233/14

Cllr Izard advised there are currently 3 vacancies on the Parish Council due to Cllr John Tudor stepping down due to ill health, Cllr Nick Goddard stepping down due to work commitments and Cllr Paul Bryant resigning due to moving away from the village.

All agreed that a vote of thanks be given to those who have left particularly Cllr Bryant who had been a Parish Councillor for ten years and it was thought appropriate to write a note of thanks to all three to thank them for their contributions to the Parish Council.

FPC **APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL**
234/14 **MEETING HELD ON 2 MARCH 2015**

The minutes of the Parish Council Meeting held on 2 March 2015 having been circulated, were considered. An amendment on the Clerk's report was noted regarding Project Management which should state Project Management Institute.

The minutes were then agreed and signed.

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

FPC **APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL**
235/14 **MEETING HELD ON 25 MARCH 2015**

The minutes of the Parish Council Meeting held on 25 March 2015 having been circulated, were considered.

The minutes were agreed and signed.

Proposed by Cllr Maggie Hill, seconded by Cllr Val Evans and carried.

FPC **UPDATE ON MINUTES, CORRESPONDENCE AND RELEVANT**
236/14 **MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA**

The Clerk written report was as follows:

The recreation ground signs have been installed.

The Parish Council has commissioned 8 banners focussing on dog fouling which will move around the village.

The Clerk has requested a map of the mobile phone masts from Southern Practice planning which has not been received.

Interviews for the position of Assistant Groundsman were held today. An employment offer has been made and accepted and it is hoped that the new person will start on Monday 27 April 2015.

The fly tipping on the recreation ground has been cleared.

The hedge obstructing the footpath on Spring Lane has been reported via the HCC website and Cllr Humby.

The Parish insurers have instructed the Parish to fell the ancient oak at North Pond together with the adjacent ash trees.

The representation to the Boundary Commission has been made.

The comments on the planning applications have been submitted.

The installation of the new piece of play area on the recreation ground is complete.

The installation of the new goal end on the skateboard park is complete.

The bowling green apron and entrance paving is complete.

Litter and drug litter continues to be a big problem at the CCCC car park, skateboard park and Colden Common Park.

FPC **TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC**
237/14

A member of the public drew attention to the road signs along Brickmakers Road and asked if the height of the signs could be raised so they could be seen if traffic is parked in the adjoining laybys. He pointed out that this would assist emergency vehicles locating a particular address. Cllr Izard advised he will contact WCC regarding this.

A member of the public asked about the policy on litter picking on the highways. Cllr Humby advised a change in the law due to health and safety had meant that there was a need to close roads while litter picking was carried out. However, it had now been agreed to close roads on a rolling basis to carry out litter picking in the worst affected areas and this should have been actioned by the end of the month.

A member of the public asked about the Parish Council view on the WCC proposal to change the settlement boundary along Main Road which would include all gardens of those houses located to the north of Main Road rather than half the gardens as at present. Cllr Izard advised this matter is the agenda for discussion later in this meeting. He advised this had been discussed with WCC at the meeting held between WCC and the Parish Council on 25 March, attended by Jenny Nell, Principal Planner at WCC. Cllr Izard advised the Clerk wrote to other parishes to ask if they were affected by the same situation. A member of the public said that he had been advised

a planning application has already been submitted and this was causing anxiety and concern to residents along Main Road. Cllr Hill advised she had been aware, when meeting with WCC, of the great concern of residents in Main Road and had requested WCC to send letters to residents affected to outline rights of residents and to emphasise that residents cannot be compelled to sell. Members of the public present advised that they are asking the Parish Council to give a strong message to WCC to not change the settlement boundary.

With regards to anxiety caused to residents receiving letters from prospective buyers and agents, a member of the public advised that home owners can ask to be removed from the marketing database so correspondence such as this is not received.

A member of the public further expressed concerns that a person who had shown a constant disregard for the planning process in the past may consider proceeding even if not granted planning permission with the intention of applying retrospectively.

Cllr Izard advised that enforcement officers are kept informed of the situation. Cllr Humby queried whether this may also be considered a highways issue.

Cllr Izard said he would advise WCC that the views of residents had been expressed at the Parish Council meeting. Cllr Hill asked for copies of letters received by residents from prospective developers and agents to go to Cllr Izard.

FPC COUNTY AND DISTRICT COUNCILLORS'
238/14 REPORTS/INFORMATION

Cllr Humby :-

Broadband – a briefing had been held at WCC looking at rural broadband (which includes Colden Common). Cllr Humby said there had been a lack of information from BT regarding rural buy in and a response is expected in late June with more information on specific areas.

Boundary Commission Review at County Council – Cllr Humby advised there is support for the number of county councillors to remain at 78. The review will look at numbers of residents first then look at boundaries. With an average 13-15K people per councillor in Hampshire Cllr Humby pointed out this is the highest number per county councillor in the country. Cllr Humby advised he will chair the Winchester group when making submissions. Cllr Izard said any change would be effective in 2017.

Hazeley Road, Twyford – Cllr Humby said he was aware that the recent road closure to carry out road works had caused traffic problems but advised that this work to improve the road had been carried out because of flooding in recent years.

Highways & Transport Workshop – This workshop is taking place on 20 May to look at projects and prioritise on safety issues.

Cllr Izard:-

Boundary Commission - proposals have been discussed

Silver Hill – independent review taking place but no decisions will be made until after review has taken place.

FPC
239/14

TO RECEIVE AN UPDATE FROM CLLR HUMBY REGARDING THE RECENT MEETING WITH HCC OFFICERS REGARDING THE TRAFFIC SPEED AND VOLUME ALONG MAIN ROAD AND THE PROPOSED TRAFFIC SURVEY

Cllr Humby drew attention to the issues raised by residents of the Parish which had been passed to HCC officers for comments prior to passing back to the Parish Council in order to indicate its priorities.

Cllr Izard advised the Parish Council Planning Committee has responsibility for highways and Cllr Humby suggested he and highways officers could arrange to meet with this Committee to take work forward. Cllr Hill asked for a list of deliverable and undeliverable items as assessed by HCC officers.

Cllr Humby advised a meeting with Steve Brine MP had taken place with officers on 12 March at HCC offices to discuss the traffic survey which had been carried out in 2012 refreshed in 2014. Cllr Izard advised the survey had not been received by the Clerk and Cllr Humby said he would re-send it. Cllr Humby reported the survey had shown that 86% of HGV traffic was legitimately using the route which indicated that curbs on HGV traffic were not necessary. However, it was noted that this may need to be looked at again particularly if new developments are proposed along Main Road. Cllr Izard suggested a 24 hour survey would be appropriate.

Cllr Humby gave further explanations of monitoring which had been carried out north of Twyford and south of Fishers Pond. Cllr Izard asked Cllr Humby to email the relevant reports to the Parish Clerk as they had not been received.

A member of the public asked about the possibility of using the SLR equipment more often as this was thought to give an effective message to motorists to watch their speed. Cllr Izard advised the costs are shared with other parishes with the monitoring points in Colden Common being along Church Lane, Main Road and Lower Moors Road.

FPC
240/14

TO CONSIDER CONTINUING WITH THE GRASS CUTTING OF THE CHURCHYARD EXTENSION

Cllr Hill reported she had discussed this with the Clerk and it was thought that this could be carried out within the resources available.

Cllr Patrick Hunter proposed that the Parish Council continue with the grass cutting of the Churchyard extension, seconded by Cllr John Carry and carried.

FPC
241/14

TO RESOLVE TO APPROVE THE SCOPE AND APPOINTMENT OF JILL STEVENSON AS A VOLUNTEER PROJECT MANAGER FOR COLDEN COMMON TENNIS CLUB

Cllr Pam Glasspool proposed the approval of the appointment of Jill Stevenson as a volunteer project manager for the refurbishment of the Colden Common Tennis Club, seconded by Cllr Maggie Hill and agreed.

**FPC
242/14** **TO RECEIVE AN UPDATE ON LOCAL PLAN PART 2 AND
CONSIDER MAKING A FORMAL OBJECTION TO THE CHANGE OF
SETTLEMENT BOUNDARY ALONG MAIN ROAD, COLDEN
COMMON**

Cllr Richard Izard proposed that a letter be sent to WCC strongly opposing the change to the settlement boundary along Main Road, Colden Common seconded by Cllr Maggie Hill and agreed.

**FPC
243/14** **TO RECEIVE THE DRAFT MINUTES FROM THE FINANCE MEETING
ON THE 28TH MARCH 2015**

Cllr Carry advised a meeting had been held on 28 March and draft minutes would be available on the Parish Council website. Matters discussed are later agenda items. Cllr Carry proposed a vote of thanks to the Clerk for her work on the Budget and forecast which was agreed by all.

**FPC
244/14** **TO RECEIVE A YEAR END FORECAST FOR THE INCOME AND
EXPENDITURE OF COLDEN COMMON PARISH COUNCIL FOR THE
FINANCIAL YEAR 2014-2015**

Cllr Carry presented the previously distributed report and reported as follows:
A £12.5K deficit is expected due to a reduction in open space funding received. Cllr Carry advised that the amount received in respect of the Dunfords development was less than expected and funds in respect of the Apex development have not yet been received. A sum of £10K is expected in respect of the Apex Centre which would reduce the expected deficit considerably (i.e. to c. £2.5K). It was also noted that the Budget did not include the replacement street lighting project.

**FPC
245/14** **TO RECEIVE AN RECOMMENDATION FROM THE FINANCE
COMMITTEE TO AUTHORISE THE CLERK TO GRANT A MAXIMUM
OF £2,000 TO THE RECREATION GROUND CHARITY TO FUND THE
SHORTFALL OF THEIR EXPENDITURE AGAINST INCOME FOR
THE FINANCIAL YEAR 2014-15**

Cllr John Carry proposed to accept the recommendation from the Finance Committee to authorise the Clerk to grant a maximum of £2,000 to the Recreation Ground Charity to fund the shortfall of their expenditure against income for the financial year 2014-15, seconded by Cllr Pam Glasspool and carried.

**FPC
246/14** **TO RECEIVE RECOMMENDATION FROM THE FINANCE
COMMITTEE FOR THE FIDELITY INSURANCE TO REMAIN AT
£250K, GIVEN THE LOW RISK DUE TO INTERNAL FINANCIAL
CONTROLS**

Cllr John Carry proposed to accept the recommendation from the Finance Committee for the fidelity insurance to remain at £250k, given the low risk due to internal financial controls, seconded by Cllr Maggie Hill and carried.

FPC 247/14 TO RECEIVE THE DRAFT MINUTES FROM THE PLANNING MEETING ON THE 26TH MARCH 2015

Cllr Bligdon advised a meeting had been held on 26 March 2015 and minutes would be available on the Parish Council Website. Items discussed included the following:
44 Spring Lane – The Parish Council objected due to over development. Cllr Izard did not take part in the discussion due to being on the WCC Planning Committee and Cllr Bligdon did not take part in the discussion due to personal interest.
7 Scotts Close – Cllr Izard advised Cllr Glasspool will be attending the WCC Planning Committee meeting on 23 April as spokesperson for the Parish Council.

FPC 248/14 TO RECEIVE THE DRAFT MINUTES FROM THE POLICY AND PROCEDURES COMMITTEE MEETING ON THE 10TH MARCH 2015

Cllr Hill advised a meeting of the Policy and Procedures Committee had taken place on 10 March 2015.

FPC 249/14 TO RECEIVE A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT V4 OF THE TREE AND HEDGE POLICY

Cllr Maggie Hill proposed to accept the recommendation from the Policy and Procedures Committee to adopt V4 of the Tree and Hedge Policy, seconded by Cllr Richard Izard and carried.

FPC 250/14 TO RECEIVE A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT A LONE WORKER POLICY

Cllr Maggie Hill proposed to accept the recommendation from the Policy and Procedures Committee to adopt a Lone Worker Policy, seconded by Cllr Richard Izard and carried.

FPC 251/14 TO RECEIVE A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT A VOLUNTEER POLICY

Cllr Maggie Hill proposed to accept the recommendation from the Policy and Procedures Committee to adopt a Volunteer Policy, seconded by Cllr Richard Izard and carried.

FPC 252/14 TO RECEIVE A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT A VOLUNTEER AGREEMENT

Cllr Maggie Hill proposed to accept the recommendation from the Policy and Procedures Committee to adopt a Volunteer Agreement, seconded by Cllr Richard Izard and carried.

FPC 253/14 TO CONSIDER THE QUOTATIONS TO REPLACE THE DISTRIBUTION BOARD AT THE PAVILION, MAIN ROAD, FUNDED BY RESERVES IN THE 2015-16 ACCOUNTS

Cllr Glasspool advised the Clerk had requested quotations and had informed those approached that the work needed to be complete by 7 May 2015 due to the pavilion being used as a polling station for the local and national elections.

Cllr Pam Glasspool proposed to accept the quotation received to replace the distribution board at the Pavilion, Main Road, funded by reserves in the 2015-16 accounts seconded by Cllr Richard Izard and carried.

Cllr Richard Izard proposed the following accounts be paid, seconded by Cllr Maggie Hill and carried.

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total
25/03/2015	Salaries	Net Salaries	£4,794.77		£4,794.77
25/03/2015	HMRC	Total PAYE & NIC	£1,264.34		£1,264.34
25/03/2015	HCC	Total Pensions	£1,335.85		£1,335.85
25/03/2015	HCC	Floor Cleaner	£88.00	£22.00	£110.00
27/02/2015	Southern electric	Actual meter reading for CCP	£413.27	£0.00	£413.27
06/03/2015	HALC	Clerk Conference	£60.00	£12.00	£72.00
26/01/2015	Online playgrounds	Swing seats 2 x CCP, 1 x Rec	£195.00	£39.00	£234.00
04/03/2015	I0G	Membership	£140.87	£9.13	£150.00
12/03/2015	Sharp	Photocopier rental and cost per copy	£308.50	£61.70	£370.20
05/03/2015	Dj Scott	Major mower service (tractor)	£116.00	£23.20	£139.20
10/03/2015	Dj Scott	Stihl KM135	£166.68	£33.34	£200.02
17/03/2015	DJ Scott	11/64 Kit	£14.14	2.83	£16.97
16/04/2015	Savage and Bullock	Van Insurance	£227.31	£0.00	£227.31
31/12/2014	CCCC	Litter collection CCCC car park quarter 3	£150.00	£0.00	£150.00
31/03/2015	CCCC	Litter collection CCCC car park quarter 4	£150.00	£0.00	£150.00
19/03/2015	CCCC	deep clean of CCP Pavilion floor	£150.00	£0.00	£150.00
31/12/2015	CCCC	Office and Car park electric	£138.44	£0.00	£138.44
31/03/2015	CCCC	Office and Car park electric	£193.99	£0.00	£193.99
10/07/2015	CCCC	50% of the CCTV camera service	£365.51	£0.00	£365.51
31/03/2015	CCCC	50% of the electricity for running CCTV	£225.00	£0.00	£225.00
31/03/2015	CCCC	50% of the skateboard camera repair	£235.00	£0.00	£235.00
06/04/2015	Paul Budden SMR Garden services	Relaying footpath and bowling green apron	£11,100.00	£0.00	£11,100.00
23/03/2015		Welding of gate	£25.00	£0.00	£25.00
19/03/2015	Rigby Taylor	Wet pour cleaner	£52.80	£9.60	£62.40
17/03/2015	WCC	Dog bins 3rd quarter	£650.00	£0.00	£650.00
20/03/2015	WCC	Dog bins 4th quarter	£600.00	£0.00	£600.00
11/03/2015	Village garage	MOT	£54.85	£0.00	£54.85
25/03/2015	Digger Hire HCC County	Digger Hire for the recreation ground	£180.00	0.00	£180.00
28/03/2015	Supplies	Stationery	£6.84	1.37	£8.21

25/03/2015	Rigby Taylor	Spreader	£179.25	32.59	£211.84
28/03/2015	Southern Tree Surgeons	removal of dead Cherry in CCCC car park	£80.00	0.00	£80.00
22/03/2015	Charge card	New henry hoover, bags, mouse	£119.20	20.08	£139.28
23/03/2015	Came and Company	Insurance for new play equipment	£46.03	0.00	£46.03
13/03/2015	Vodafone	March mobile bills	£91.37	18.27	£109.64
05/04/2015	Rates	Pavilion Recreation ground	£99.00	0.00	£99.00
31/03/2015	SSE Southern Electric	Quarter 4 unmetered street lighting	£966.94	0.00	£966.94
02/04/2015	Mint Signs	Dog fouling banners	£292.00	58.00	£350.00
26/02/2015	British Gas	Gas bill at Main Road Pavilion	£122.14	6.30	£128.44
31/03/2015	Allstar	Fuel - van/cutting equipment	£88.53	17.70	£106.23
25/04/2015	Salaries	Net Salaries	£4,483.13		£4,483.13
25/04/2015	HMRC	Total PAYE & NIC	£1,306.02		£1,306.02
25/04/2015	HCC	Total Pensions	£1,287.88		£1,287.88
01/04/2015	HALC	Affiliation fees	£680.00	0.00	£680.00
10/04/2015	SSE Contracting	Replacement lights - Fleming Place	£6,358.88	1,271.78	£7,630.66
10/04/2015	SSE Contracting	Replacement lights - Oak Tree Cl, Greys Cl, Pennington Cl	£6,969.18	1,393.84	£8,363.02
10/04/2015	SSE Contracting	Replacement lights - New Road	£4,252.92	850.58	£5,103.50
10/04/2014	SSE Contracting	Replacement lights - Valley Cl, Piping Cl, Moors Cl	£7,273.08	1,454.62	£8,727.70
		Total	£58,097.71	£5,337.93	£63,435.64

Fixed Term Deposit - Co-op	Matured - Zero balance	£0.00
Fixed Term Deposit - Lloyds	Matured - Zero balance	£0.00
Total Long term reserves		£0.00

CCPC -Admin Account	Account Number - 00385887	£129,443.18
Deposit Account balance	Account Number - 01213095	£102,119.63
Total available funds (excluding long term)		£232,434.81
Total available funds after above bill paid		£178,233.66

(Some of the above
payments marked * have
cleared already)

FPC **TO CONSIDER OPTIONS FOR IMPROVING THE RECYCLING AREA**
255/14 **IN THE COMMUNITY CENTRE CAR PARK**

Cllr Izard advised he was waiting for suggestions from WCC so it was agreed to defer this item until the next Parish Council meeting in May.

FPC **COUNCILLORS INFORMATION TIME AND OPPORTUNITY TO**
256/14 **REQUEST AGENDA ITEMS FOR THE NEXT MEETING**

Cllr Jean Bligdon – Ivy has been cleared off a fence and dumped on the footpath between Hazel Close and Hill Lane. It was suggested that the Grounds and Facilities Manager have a look.

Cllr Richard Izard – Cllr Izard advised a person resident in New Road had complained about various items including parking problems, litter and the amount of football being played at the recreation ground. The Clerk had offered to have a meeting to discuss further but the person had declined to meet. Cllr Izard reported that the Clerk has not yet received a response to the letter which had been sent to Charity Commission and suggested a letter be sent when the Clerk has returned from leave.

Cllr Hill – Cllr Hill advised she had been accepted on the WCC Standards Committee and had attended a meeting at HCC looking at the environment for the future.

FPC **THE MEETING TO CLOSE**
257/14

Items for May 2015 meeting:

- Recycling area in Community Centre Car Park
- Tennis courts lease – recommendation from Recreation Committee

The meeting closed at 9.45pm