

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 6 JULY 2015 AT 7.30PM. IN THE
BERT STRATTON LOUNGE, COLDEN COMMON COMMUNITY CENTRE

Present Cllr Richard Izard
Cllr Maggie Hill
Cllr John Carry
Cllr Pam Glasspool
Cllr Patrick Hunter
Cllr Jill Stevenson

Cllr Jean Bligdon
Cllr Ann Brown
Cllr Val Evans
Cllr Steve Badham
Cllr Ron Hancock

Apologies Cllr Viv Stevens (holiday)

In attendance Debbie Harding (Clerk)
Vanessa Kitt (Assistant Clerk)
Cllr Rob Humby (HCC)
Cllr Sue Cook (WCC)
Cllr Peter Mason (WCC)
4 members of the public

FPC 41/15 APOLOGIES FOR ABSENCE

Apologies were received and noted as above.

FPC 42/15 DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS

Cllr Jill Stevenson declared a non-pecuniary interest in item FPC 55/15 regarding the tennis courts.

FPC 43/15 APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1 JUNE 2015

The minutes of the Parish Council Meeting held on 1 June 2015 having been circulated, were considered.

The minutes were then agreed and signed as an accurate record of the meeting, proposed by Cllr Pam Glasspool, seconded by Cllr Ann Brown and carried.

FPC 44/15 UPDATE ON MINUTES, CORRESPONDENCE AND RELEVANT MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA

The Clerk reported as follows:

FOREST SCHOOL

Mini Kindling Parent and Toddler Group will start at Colden Common Park on Thursday 10th 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.

CHESTNUT AVENUE is indeed a private road.

SKINTLE GREEN

Cllr Izard has an update on the street sign for Skintle Green which he will report under item 46/15

HCC ROAD SAFETY TEAM has met with school and the recommendations from this meeting have been distributed to Councillors. The recommendations will be reviewed at the next Planning meeting for comment by the Parish Council.

FOOTPATH 10 BY THE SCHOOL – HCC has marked out an area to resurface during the summer holidays. The school have added a natural material screen to the wire fencing by the new classrooms. The Parish Council has received one complaint that it makes the footpath dark and changes the setting of a right of way. This screen was in the original plans and has planning permission. It is to reduce the potential for “cooing” through the fence by people using the path to Year R children.

THE HEDGE IN SPRING LANE is still obstructing the pavement. HCC has written to the householder asking for the part of the hedge which is obstructing the pavement to be removed within 28 days otherwise HCC will carry out the work and send the bill for the work to the householder. The Clerk advised she had heard discussions had taken place at HCC for Parish Councils to take over responsibility for these kind of issues and asked Cllr Humby to keep her informed of developments.

NORTH POND - The tree which was causing alleged subsidence in North Pond has been left as standing deadwood. Ernie and Ann Warren were quite distressed and had great sadness to be left with a view of the standing dead tree which used to be a large healthy Oak. For the greater good of the council's time and funds, and for the betterment of the wildlife of the area, they have decided to withdraw their complaint and their request that the trunk to be further reduced. The Council is very grateful. The Council has agreed to plant native climbers such as ivy, dog rose and honeysuckle in order that their stark view of the tree trunk might be lessened.

WARD BOUNDARIES - It has been confirmed that Twyford and Colden Common will stay as one ward with two District Councillors. The deadline for final comment on the **HCC BOUNDARY REVIEW** is 11th January 2016, although the first consultation ends on the 3rd August.

RECYCLING AREA – The Clerk has chased the removal of the clothing, book and cardboard bins in the Community Centre Car park, but this may take some time.

WOODPECKERS

The Clerk advised that the Woodpeckers environmental group would like to clear nettles and brambles in North Copse. Works are limited as this area is subject to a woodland tree preservation order. The Clerk has asked to be informed when Woodpeckers intended to carry out the work so the Council can advise local residents.

FPC 45/15 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC

Rob Veck advised registration had been made by Colden Common Tennis Club to the Lawn Tennis Association (LTA) and if successful in applying for grants he had been advised that funds could be paid directly to the Parish Council. Cllr Carry advised that the situation regarding VAT must be checked. Rob Veck also asked about the report which had been received from the sports consultant following a recent meeting as the report referred to four courts which was confusing as the maximum discussed was three. The Clerk and Cllr Stevenson both agreed that this had not been discussed during the meeting. Rob Veck thanked Cllr Glasspool for her support with the Tennis Club and tennis court refurbishment.

A member of the public thanked the Clerk and Cllr Glasspool for attending when a tree was removed from the back of their property. He asked that the Parish Council add an agenda item for a future meeting to discuss how to restrict the number of trees cut down due to house subsidence. Cllr Glasspool agreed that insurance companies seem to take the 'easy option' and there was a need to argue the case against trees being felled. Cllr Izard said that this item can be added to a future Recreation Committee agenda for discussion.

FPC 46/15 COUNTY AND DISTRICT COUNCILLORS' REPORTS/INFORMATION

Cllr Rob Humby – advised on the following:

Main Road Traffic - a meeting with the Parish Council Planning Committee had taken place on 17 June to discuss what schemes might be investigated to help with the traffic problems along Main Road.

With regards to resurfacing of Main Road he advised that HCC Operation Resilience Team is looking into it and agreed to copy Cllr Izard in on any response received.

HCC Electoral Boundary review – the number of County Councillors will remain at 78, each representing c.13-15K electors. The ward boundary could change as it was proposed that the ward lose Curdridge but gain Cheriton. This is the only proposed change and would not affect Colden Common and Twyford. Cllr Humby advised he would keep the Parish Council informed of developments.

Rural Housing Week – Cllr Humby advised he is the HCC member responsible for rural affairs. Cllr Glasspool advised Cllr Humby of the Colden Common anomaly of mobile home sites not being classed as homes.

WCC Small Grants – is open for applications with a deadline of 15th September.

Cllr Peter Mason – reported on the following items:

- Pavements resurfacing currently taking place.
- Police and Crime Panel met in Winchester.
- Election of Police & Crime Commissioner next year

Cllr Sue Cook – reported she is working with residents in Chestnut Avenue and was pleased to be part of a great Summer Fete at Colden Common Primary School.

Cllr Richard Izard – Local Plan Part 2 (LPP2) – there has been a delay in the progress of LPP2 with a briefing to take place on Monday 7 September at the Guildhall which will then be presented to Cabinet on 16 September, final consultation to take place in November 2015 and the final plan to be agreed in November 2016. Cllr Izard advised he has been selected to sit on the WCC Standards Committee.

FPC 47/15 TO NOTE THE DRAFT MEETING MINUTES FROM THE PLANNING MEETING ON THE 17TH JUNE 2015

Cllr Bligdon advised the minutes from the last meeting held on 17 June 2015 are available on the Parish Council website and highlighted items discussed which included the following:

- Discussions with Cllr Humby and Andy Smith from HCC regarding traffic along Main Road
- It was felt that applications relating to land opposite Kings Charles Cottage in Main Road and land in Lower Moors Road were premature as allocations for housing outside the current settlement boundary will be dealt with by WCC Local Plan Part 2.

FPC 48/15 TO NOTE THE DRAFT MEETING MINUTES FROM THE POLICY AND PROCEDURES COMMITTEE ON THE 1ST JULY 2015

The draft meeting minutes from the Policy and Procedures Committee on 1 July 2015 were noted by councillors.

FPC 49/15 TO CONSIDER A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE FOR THE PARISH COUNCIL TO ADOPT A COMPLAINTS PROCEDURE

Cllr Maggie Hill presented the draft Complaints Procedure and recommendation from the Policy and Procedures Committee to adopt the Complaints Procedure to assist the Parish Council in dealing with complaints by members of the public against individual Parish Councillors, the Parish Council as a whole, or its staff.

Cllr Steve Badham proposed to agree the recommendation from the Policy and Procedures Committee for the Parish Council to adopt a Complaints Procedure, seconded by Cllr Patrick Hunter and carried.

FPC 50/15 TO CONSIDER A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT A PROTOCOL FOR PUBLIC AND PRESS REPORTING AT COUNCIL MEETINGS AS AN ANNEX TO STANDING ORDER 3L

Cllr Maggie Hill presented the draft Protocol for Reporting at Meetings and recommendation from the Policy and Procedures Committee to adopt a Protocol for public and press reporting at council meetings as an annex to standing order 3L

Cllr Patrick Hunter proposed to agree the recommendation from the Policy and Procedures Committee to adopt a Protocol for Public and Press reporting at council meetings as an annex to Standing Order 3L, seconded by Cllr Steve Badham and carried.

FPC 51/15 TO CONSIDER A RECOMMENDATION FROM THE POLICY AND PROCEDURES COMMITTEE TO ADOPT A PERSON SPECIFICATION TO ASSIST IN CO-OPTION TO THE COUNCIL

Cllr Maggie Hill presented the recommendation from the Policy and Procedures Committee.

Cllr Richard Izard proposed to agree the recommendation from the Policy and Procedures Committee to adopt a person specification to assist in co-option to the Parish Council, seconded by Cllr Jean Bligdon and carried.

FPC 52/15 TO CONSIDER A RECOMMENDATION FROM THE POLICY AND PROCEDURES TO READOPT THE POLICY IN RELATION TO POSTING OF AGENDAS, STATUS OF MINUTES AND PUBLICATION OF PAPERS PRIOR TO MEETINGS

Cllr Maggie Hill presented the recommendation from the Policy and Procedures Committee.

Cllr Val Evans proposed to agree the recommendation from the Policy and Procedures Committee to readopt the policy in relation to posting of agendas, status of minutes and publication of papers prior to meetings, seconded by Cllr Pam Glasspool and carried.

FPC 53/15 TO UPDATE ON THE DISCUSSIONS REGARDING A DEDICATED PARISH COUNCIL OFFICE

Cllr Hill advised it had been agreed with the Community Centre Trustees that a three month trial period will take place whereby the Parish Council office will be moved from the current office to the stage store room with effect from 13 July 2015.

FPC 54/15 TO CONSIDER A STREET NAME FOR THE NEW DEVELOPMENT OF 12 PROPERTIES ON THE SITE OF THE APEX CENTRE IN CHURCH LANE, ALONGSIDE DIMON COTTAGES.

Cllr Izard invited suggestions for a street name for the new development on the site of the Apex Centre. He advised that the son of one of the founders of the Finches Trust had told him he would like 'Finches' to form part of the name. The Clerk advised three names can be submitted for consideration by Winchester City Council.

Cllr Maggie Hill proposed the following names be submitted to WCC for consideration: Finches Yard, The Finches, Finches Close, seconded by Cllr Jill Stevenson and carried.

FPC 55/15 TO RESOLVE TO APPLY TO WINCHESTER CITY COUNCIL FOR PLANNING PERMISSION TO EXTEND THE CURRENT TENNIS COURTS ON THE RECREATION GROUND FROM 2 TO 3 COURTS, IN THE CURRENT NORTH/SOUTH LAYOUT MOVING THE FOOTPRINT 3 METRES TOWARDS THE PICNIC AREA AND 10 METRES TOWARDS ORCHARD CLOSE.

Cllr Glasspool presented the draft plan showing the proposed extension of the tennis courts to create a third tennis court and advised it was proposed to apply to WCC for planning permission. She confirmed there is no plan to fell any trees as part of the extension. She advised the cost of applying for planning permission is £97.50. It was agreed that nearby residents should be advised in writing of the proposed planning application before it is submitted.

Rob Veck asked about the funding gap between total cost of the extension and the funds available from the Parish Council. Cllr Rob Humby advised some funds may be available through HCC grants schemes depending on criteria.

Cllr Richard Izard proposed that a planning application be submitted to Winchester City Council at a cost of £97.50 for permission to extend the current tennis courts on the recreation ground from 2 to 3 courts, in the current north/south layout moving the footprint 3 metres towards the picnic area and 10 metres towards Orchard Close, seconded by Cllr Pam Glasspool and carried.

It was further agreed that nearby residents will be advised in writing and given time to respond before the planning application is submitted to WCC.

FPC 56/15 TO CONSIDER A REQUEST FROM THE CCCC FOR A PAYMENT OF £2,000 TO FINANCE THE QUARTERLY VILLAGE NEWSLETTERS UNDER S.137 OF THE LGA 1972

Cllr Carry advised the total costs of producing the quarterly newsletter are in excess of the grant requested.

Cllr Richard Izard proposed the request from the CCCC for a payment of £2,000 to finance the quarterly village newsletters under s.137 of the LGA 1972 be agreed, seconded by Cllr Pam Glasspool and carried.

FPC 57/15 TO AGREE THE ACCOUNTS FOR PAYMENT BY COLDEN COMMON PARISH COUNCIL

The Clerk advised there is still an amount outstanding to pay in respect of the new street lights

The following list of accounts for payment by Colden Common Parish Council, plus £97.50 to WCC for planning application fee as outlined in FPC 55/15 above were presented for payment, proposed by Cllr John Carry, seconded by Cllr Ron Hancock and carried.

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method
26/06/2015	Salaries	Net Salaries	£4,613.98	£0.00	£4,613.98	BP
26/06/2015	HMRC	Total PAYE & NIC	£1,304.16	£0.00	£1,304.16	BP
26/06/2015	HCC	Total Pensions	£1,345.11	£0.00	£1,345.11	BP
12/06/2015	Steve Hewlett	Safety boots for Grounds staff	£83.30	£16.66	£99.96	BP
16/06/2015	Sharp	Photocopier rental 1.6-31.8.15	£93.80	£18.76	£112.56	BP
23/06/2015	Vodafone Village	Mobile phones Clerk/ Grounds staff	£91.83	£18.36	£110.19	DD
24/06/2015	Garage	Van door repair	£134.59	£26.92	£161.51	BP
19/06/2015	C&D Trees Panda	Oak, ash, hawthorn work North Pond	£745.00	£149.00	£894.00	BP
01/06/2015	Fencing	Bluebell Wood - concrete posts	£210.00	£0.00	£210.00	BP
28/05/2015	British Gas	Rec pavilion 25.2-26.5.15	£110.03	£5.50	£115.53	DD
06/06/2015	Trade UK	Various	£103.55	£41.94	£145.49	BP
05/07/2015	CCCA	Forward payment made by CCYFC in error	£35.20	£0.00	£35.20	BP

30/06/2015	CCCC	Litter Collection - 1st April to 30th June	£150.00	£0.00	£150.00
30/06/2015	CCCC	Parish Council electricity charges	£60.00	£0.00	£60.00
30/06/2015	CCCC	Car Park floodlights	£77.72	£0.00	£77.72
30/06/2015	CCCC	S137 Grant payment	£2,000.00	£0.00	£2,000.00
30/06/2015	Allstar	Diesel van	£48.58	£9.72	£58.30
02/07/2015	HALC	Councillor update	£35.00	£7.00	£42.00
16/06/2015	DJ Scott	Tractor puncture	£189.24	£37.85	£227.09
16/06/2015	Sage	Instant accounts plus software and support (1 Yr)	£233.00	£46.60	£279.60
16/06/2015	Progiene	Cleaning Materials	£91.39	£18.27	£109.66
26/06/2015	SEC	Main Road new street lights	£10,754.43	£2,150.89	£12,905.32
22/06/2015	Charge Card	New computer £860.94, Keys £35, £21.98 Mouse	£770.77	£147.15	£917.92
12/06/2015	Southern Water	Pavilion Boyes lane	£128.26	£0.00	£128.26
06/07/2015	WCC	Business Rates	£101.00	£0.00	£101.00
09/04/2015	GES	Camera servicing and repairs 50% of the cost	£650.25	£130.05	£780.30
30/06/2015	Digital	Toner	£15.00	£3.00	£18.00
26/06/2015	Sharp County Supplies SSE	Stationery £9.93 to be refunded Men in Sheds £10.41 clerk	£35.46	£7.10	£42.56
13/05/2015	Southern Electric	Actual readings Boyes Lane and Rec	£1,034.51	£198.75	£1,233.26
29/06/2015	SEC	Brickmakers new street lights	£5,450.40	£1,090.08	£6,540.48
Totals			£30,695.56	£4,123.60	£34,819.16

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

CCPC - Admin Account Deposit Account balance	Account Number - 00385887	£51,538.11
	Account Number - 01213095	£103,000.23
Total available funds (excluding long term)		£154,538.34

Total available funds after above bill paid **£125,888.93**

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

Fidelity Guarantee £200,000.00

FPC 58/15 TO CONSIDER CHANGING THE DATE FOR THE SEPTEMBER PARISH COUNCIL MEETING

Cllr Izard advised he will be away on 7 September as will Vice Chair Maggie Hill. It was agreed that meeting will still take place on 7 September with another councillor acting as Chair.

FPC 59/15 COUNCILLORS' QUESTIONS/INFORMATION TIME

Cllr Ron Hancock – a resident in Colden Common has raised an issue regarding a bridleway in Upham off Sciviers Way. Cllr Humby asked for the Clerk to forward details to him.

Cllr Pam Glasspool – a cap for a street light in Springfields Close/New Road is needed. It was noted that this is a HCC owned light and the Clerk will report it.

Clerk

Cllr Maggie Hill – Cllr Hill advised she did not intend to attend the Boundary Commission meeting as it had been agreed that Colden Common and Twyford will be remaining as one ward.

Cllr Patrick Hunter – asked if there are any restrictions on street events on, for example, the Triangle. It was agreed that in such cases it was prudent for residents to contact the Parish Council so the Clerk is aware. The Clerk advised there are no alcohol exclusion zones in Colden Common.

Cllr Val Evans – advised the footpath by 14-19 Grays Close is overgrown.

Cllr Ann Brown – Cllr Brown thanked those concerned for improving road visibility at the south end of the village by cutting back vegetation on the verges at the junction with the main road near Twyford.

FPC 60/15 TO RAISE ANY ITEMS FOR THE NEXT AGENDA

No items were raised.

FPC 61/15 TO CONSIDER A CONFIDENTIAL MATTER WHICH IS EXEMPT UNDER SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 CONFIDENTIAL ITEM – TO DISCUSS AN ALLEGATION FROM A MEMBER OF THE PUBLIC REGARDING THE COUNCILS LAWFULNESS AND CONSIDER TAKING ANY ACTION

It was resolved to send a letter to the member of the public refuting the allegations of any wrong doing over the management of the Recreation ground charity. The letter will outline the legal advice that the Parish Council has received over the procedures in relation to the Recreation ground charity. A copy of the letter will be sent to the external auditor.