

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 2 FEBRUARY 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 Jean Bligdon
Cllr Val Evans
Cllr Ann Brown
Cllr Paul Bryant
Cllr Viv Stevens

Apologies Cllr Nick Goddard
Cllr John Tudor
Cllr Peter Mason (WCC)
Cllr Daryl Henry (WCC)

In attendance Cllr Rob Humby (HCC)
(left at item 196/14
Debbie Harding (Clerk)
Vanessa Kitt (Assistant Clerk)
5 members of the public

FPC 189/14 APOLOGIES FOR ABSENCE

Apologies were received and noted as above.

FPC 190/14 DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT AGENDA ITEMS

No declarations of interest were declared.

FPC 191/14 APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 JANUARY 2015

The minutes of the Parish Council Meeting held on 5 January 2015 having been circulated, were considered.

With reference to FPC 185/14 Cllr Bryant suggested adding an additional clause stating that balances be included in the reserves policy. With this amendment, the minutes were then agreed and signed.

Proposed by Cllr Maggie Hill, seconded by Cllr Pam Glasspool and carried.

FPC 192/14 UPDATE ON MINUTES, CORRESPONDENCE AND RELEVANT MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA

The Clerk reported as follows:

Cllr Humby has advised that the ditch clearance to alleviate flooding in Hensting Lane is scheduled to be completed in March by Hampshire Highways.

Cllr Glasspool and the Clerk have a meeting with a representative from the Ramblers to discuss the recent rights of way audit.

Steve Hewlett is still off sick after his recent operation but the Clerk advised he may be fit to return in the next week after his GP has to assess his fitness for work.

Cllr Bryant asked if the insurance company had been notified. The Clerk advised she will contact them tomorrow

Clerk

The Clerk advised that the Community Association intends to hold a Village Event on Sunday 2 May 2015. This was agreed in principle subject to receiving more details.

Due to rumours circulating, the Clerk made investigations today as to the current ownership of the land put forward as a potential traveller's site in Local Plan Part 2.

The Clerk discovered that a local business owner has purchased the land. The Clerk explained the land is now in three different ownerships. 1 plot owned by a neighbouring property, one owned by Ashbrook Stables and the remaining plot in the middle owned by a local business man. The middle plot is no longer available as a potential travellers' site as part of Local Plan Part 2 and Winchester City Council have today been advised of this.

Cllr Izard advised that Steve Opacic from WCC had been advised that a member of the public intended to hold a public meeting about the proposed travellers' site.

Cllr Humby advised a WCC Cabinet sub-committee will consider comments received on Local Plan Part 2. Cllr Izard advised a meeting of this sub-committee will take place on 9 February and read extracts from the associated paper. He also advised that a subsequent meeting will take place on 12 March at which the local plan for Colden Common will be discussed further.

FPC 193/14 TO NOTE RECENT CORRESPONDENCE FROM A MEMBER OF THE PUBLIC REGARDING THE SAFETY OF ST VIGOR WAY DURING SCHOOL PICK UP AND DROP

The Clerk presented the previously distributed correspondence from a local parent and head of school governors. Parents and drivers have a joint responsibility for the safety of their children.

The Clerk suggested that the recycling bins could be relocated to help make crossing the community centre car park safer. Other than that the issues and solutions suggested are not on land within our control.

The Clerk has forward the e-mail to the Hampshire School safety team who has stated they will speak to the school. The Clerk also requested a site visit by the safety team to see first-hand the peak times and make an independent assessment on the risks.

Cllr Brown said that in line with other parents she has to drive to school sometimes in order to get to work on time so she understands that parents sometimes have to drive children to school and it is not always possible to walk.

Cllr Humby advised that a school travel plan survey is being currently carried out and therefore no decisions should be made until the results of the survey are known. He advised that HCC Highways department suggested that lines outside the school could be re-painted to help reinforce current restrictions.

It was recognised that most people do take care and it is inevitable that more people will be coming to school as more classrooms are currently being built.

Cllr Bryant asked why a traffic survey is being carried out before planning permission for new classrooms has been granted.

Cllr Bryant advised that cars are parking beyond the yellow lines from the mini roundabout in Spring Lane leading to a blind spot on the corner. Cllr Izard advised that cars are parked near the junction due to vans not being allowed on Sunningdale caravan park. In addition those visiting to look after the horses in nearby fields also park on that section along Spring Lane. He further reminded those present that it is an offence to park within 10 metres of a junction and therefore people should not be parking within 10 metres of the junction with Highbridge Road.

FPC 194/14 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

**FPC 195/14 COUNTY AND DISTRICT COUNCILLORS'
REPORTS/INFORMATION**

Cllr Humby –

Traffic survey – Cllr Humby advised arrangements for a meeting about a traffic survey in Colden Common is all in process. Cllr Bryant advised he had noticed that a traffic count had taken place last week outside Sandyfields.

Silver Hill – Cllr Humby advised the results of the Judicial Review will not be available for 2-3 weeks and reminded those present that this review is purely on procurement and the testing on new European rules.

Cllr Izard –

Footpath along Kiln Lane – Cllr Izard advised that the footpath was to be dedicated to the Countryside And Access team at HCC. The Officer responsible is currently on leave but will advise on the significance of the dedication. The Clerk advised that rights of way are the landowner's responsibility, enforced by HCC.

**FPC 196/14 TO AGREE THE ACCOUNTS FOR PAYMENT BY COLDEN
COMMON PARISH COUNCIL FOR EXPENDITURE FOR JANUARY
2015**

The Clerk presented the accounts for payment for January 2015.

Accounts certified by the Clerk as correct for payment.

It was resolved that the list of accounts for payment as detailed below be paid, proposed by Cllr John Carry proposed the following accounts be paid, seconded by Cllr Pam Glasspool and carried.

Date of Invoice	Payee	Summary of purpose	Cost	Reclaim VAT	Total	Payment Method	* when Paid
25/01/2015	Salaries	Net Salaries	£4,776.24	£0.00	£4,776.24	BP	*
25/01/2015	HMRC	Total PAYE & NIC	£1,259.74	£0.00	£1,259.74	BP	
25/01/2015	HCC	Total Pensions	£1,335.85	£0.00	£1,335.85	BP	
15/12/2014	Vodafone	Clerk/Gr phones & office broadband	£80.55	£16.11	£96.66	BP	*
14/01/2015	Vodafone	Clerk/Gr phones & office broadband	£76.48	£15.29	£91.77	BP	*
09/01/2015	County Supplies	Stationery	£32.61	£6.52	£39.13	BP	
16/01/2015	Fenland (Online Playgrounds)	Boyes Lane Playarea	£522.67	£104.53	£627.20	BP	
16/01/2015	Fenland (Online Playgrounds)	scramble net/rope BL playarea	£375.00	£75.00	£450.00	BP	
10/01/2015	Southern Water	Estimate Boyes Lane	£39.81	£0.00	£39.81	BP	
05/01/2015	County Supplies	Copier paper	£9.41	£1.88	£11.29	BP	
07/01/2015	D J Scott	Stihl Hedgetrimmer repair	£47.98	£9.60	£57.58	BP	
31/12/2014	Allstar	Fuel for van and machinery	£71.74	£14.34	£86.08	DD	*
31/01/2015	Allstar	Fuel	£45.18	£9.04	£54.22	DD	
22/01/2015	Lloyds Bank Debit card	Microsoft license	£66.66	£13.33	£79.99	DD	*
24/01/2015	MJ Building Decorating	SLR Sign relocation 19/12/14	£80.00	£16.00	£96.00	BP	
28/01/2015	Progiene	Cleaning Materials	£94.92	£18.98	£113.90	BP	
02/02/2015	Woodpeckers insurance	S137 payment agreed earlier in the year	£119.26	£0.00	£119.26	BP	
24/01/2015	Hot and Cold Technical	new gas box on the recreation pavilion	£249.12	0.00	£249.12	BP	

Total £9,283.22 £300.62 £9,583.84

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 61,759.83

Deposit Account balance Account Number - 01213095 £132,975.56

Total available funds (excluding long term) £194,735.39

Total available funds after above bill paid 190282.29

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

FPC 197/14 **TO RECEIVE THE DRAFT MINUTES FROM THE RECENT PLANNING COMMITTEE MEETING**

Cllr Bligdon advised a meeting had been held on 21 January 2015 and reported the draft minutes are available on the Parish Council website.

FPC 198/14 **TO RECEIVE THE DRAFT MINUTES FROM THE RECENT RECREATION COMMITTEE MEETING**

Cllr Glasspool advised a meeting had been held on 28 January 2015 and reported the draft minutes will shortly be available on the Parish Council website.

Cllr Glasspool advised that Brian Reeder has stepped down as Footpaths Warden and asked that the Clerk send a letter of thanks to him on behalf of all. Clerk

Cllr Bryant asked about the management of the proposed tennis club. Cllr Glasspool confirmed the intention is that the tennis club is managed by the tennis club via a lease with a Parish Council representative on the committee.

Cllr Bryant asked about the outcome of a recent meeting between the Recreation Charity and Bob Kitchen, Yew Tree Cottage. Conversation about a charity matter was ceased and the Clerk noted she would send out details of the meeting after the Parish Council meeting. Clerk

FPC 199/14 **TO APPROVE THE PROCEDURE FOR RESTRICTING VEHICLE ACCESS TO BOYES LANE WITHIN THE RESTRAINS OF THE CURRENT RECREATION COMMITTEE BUDGET.**

Cllr Glasspool presented the previously distributed paper. Cllr Glasspool advised that the closed gate would prevent the car park being churned up. She advised that the gate had been re-located at minimal cost.

The Parish Council resolved to restrict vehicle access to Colden Common Park, Boyes Lane, between the hours of approx. 6pm to 8am until the end of April 2015. An extension of this arrangement into the Spring/Summer to be considered in April. Proposed by Cllr Pam Glasspool, seconded by Cllr Viv Stevens and carried.

FPC 200/14 **TO APPROVE THE HEDGE CUTTING POLICY FOR AREAS IN AND AROUND ST VIGOR WAY**

Cllr Glasspool presented the previously distributed paper. The Clerk suggested that a plan of the parish showing areas of land owned by the Parish Council would be a useful document.

Cllr Bryant requested that this work plan be consolidated into the Grounds Maintenance Work Plan that was produced which still requires completion as part of the justification for the replacement of the existing Grounds Staff. P&P

The Parish Council amend the tree policy to include the specification outlined in the Clerk's paper and process for hedge cutting on land owned by the Parish Council. Proposed by Cllr Pam Glasspool seconded by Cllr Patrick Hunter and carried.

FPC 201/14 **TO APPROVE THE USE OF A PART TIME CONTRACTOR TO ASSIST IN HEDGE CUTTING IN AND AROUND ST VIGOR WAY WITHIN THE RESTRAINS OF THE CURRENT RECREATION COMMITTEE BUDGET**

Cllr Glasspool suggested a 2 week, 4 day proposal to use a contractor to assist in the hedge cutting. The Clerk confirmed this could be funded within the general recreation budget for 2014-15.

It was resolved to approve the use of a part time contractor for up to 4 days to assist in hedge cutting in and around St Vigor Way within the constraints of the current Recreation Committee budget.

Proposed by Cllr Glasspool, seconded by Cllr Viv Stevens and carried.

FPC 202/14 TO REVIEW THE QUOTATION AND TERMS AND CONDITIONS FOR THE REPLACEMENT OF ALL PARISH COUNCIL STREET LIGHTING AND AUTHORISE THE CHAIRMAN TO SIGN THE ORDER

The Clerk presented the previously distributed report advising there are 112 street lights owned by the Parish Council.

Cllr Bryant requested that now the Street Lighting Contract had been resolved that a copy of the agreed final budget needs to be signed off and a copy circulated to all Parish Councillors.

Clerk

It was resolved that the Parish Council authorise the Clerk to place an order with SSE Enterprise Lighting to replace the 112 streetlights owned by the Parish Council at a cost of £87,589.49 plus VAT as outlined in the Clerk's report and further resolved to the stop repairs to existing street lighting. Funding for the project to be as outlined in the Clerk's report with the shortfall being funded by savings on lighting repairs budget.

Proposed by Cllr Patrick Hunter, seconded by Cllr John Carry and carried.

FPC 203/14 TO RESOLVE AN IN PRINCIPLE DECISION OF ACCEPTING STRATTON COPSE AS OPEN SPACE, SUBJECT TO PLANNING PERMISSION AND OR LOCAL PLAN PART 2 PROCESS AND SUITABLE LEGAL AGREEMENT

Cllr Izard advised he will stand down from WCC Planning Committee for this item, so he is able to comment and participate in this matter as a Parish Councillor. Cllr Izard emphasised that acceptance by the Parish Council is subject to legal agreement, Local Plan Part 2 and planning permission.

Cllr Izard advised that this site has been identified as a preferred site for Local Plan Part 2 subject to further consultation. Cllr Izard said that if the proposal goes ahead the space could provide footpaths and other public amenities and would be recreational land.

Cllr Izard confirmed that if the acceptance proceeds it will be the developer who would donate the land. The cost of managing this land would need to be considered, but it is understood that the land has income attached to it. Further investigation of the long term liabilities and income would need to be considered in any legal agreement.

It was resolved that in principle the Parish Council would accept Stratton Copse as recreational space, subject to planning permission and or Local Plan Part 2 process and suitable legal agreement.

Proposed by Cllr Maggie Hill, seconded by Cllr John Carry and carried.

FPC 204/14 TO NOTE THE RECENT FALL IN THE COMMUNITY CENTRE CAR PARK AND DISCUSS ANY REQUIREMENT FOR ANY ACTION

The Clerk reported that a member of the public has written to the manager of the Community Centre following a fall in the car park in the evening. The Clerk and the Community Centre are agreed that the lighting levels are deemed adequate.

The Clerk advised she has informed the Parish Council's insurers and a letter will be kept on file. A letter of sympathy has been written by the Manager of the Community Centre to the person concerned.

FPC 205/14 TO AGREE THE INFORMATION TO BE DISPLAYED ON THE WEBSITE REGARDING PARISH COUNCILLORS FOLLOWING A RECENT REQUEST FROM A MEMBER OF THE PUBLIC

Cllr Izard advised that the WCC website displays photos and phone numbers for councillors. Cllr Bryant advised that other Parish Councils publicised information on their websites about their Parish councillors.

Some councillors advised they were uncomfortable with personal details being publicised. They are happy to speak to members of the public through the Clerk or at public meetings. It was agreed that all communications should go through the Clerk rather than to individual councillors.

Cllr Hill proposed that names and telephone numbers should be displayed on the website unless individual councillors requested their phone number not be publicised. In this instance it was suggested that the Parish Council office number be displayed instead.

Clerk

The Clerk advised she would contact WCC regarding the declaration of interest information shown on WCC website.

Clerk

FPC 206/14 TO DISCUSS THE POSSIBILITY OF NAMING THE FOOTPATH WHICH RUNS FROM ORCHARD CLOSE TO MAIN ROAD

Cllr Carry suggested a building as a more suitable memorial for Cllr Mike King who died last year rather than the naming of the footpath which runs from Orchard Close to Main Road. Cllr Bryant agreed but emphasised some immediate recognition is important and it was noted that a dedicated bench is being arranged by Cllr King's family.

It was agreed by all that some form of memorial is appropriate.

Cllr John Carry proposed the Parish Council provide some acknowledgement of Cllr Mike King's contribution to Parish Council in the form of an appropriate memorial, seconded by Cllr Izard and carried. Cllr Pam Glasspool abstained.

Clerk

The Clerk advised she would speak to Cllr King's family about this.

FPC 207/14 COUNCILLORS INFORMATION TIME AND OPPORTUNITY TO REQUEST AGENDA ITEMS FOR THE NEXT MEETING

Cllr Viv Stevens – Cllr Stevens thanked all involved for the action on ditches in Hensting Lane.

Cllr Paul Bryant – Cllr Bryant highlighted the following:

- now the final figures for 2015/16 budget have been agreed, these can be consolidated and a work plan produced.

Clerk

- the signs for the recreation ground and the proposed relocation of the recycling centre need to be finalised.

Clerk

- The verge area on the south side of Spring Lane, west of the roundabout needed trimming as is was block viability for traffic travelling east along this section.

Cllr Bryant

Cllr Richard Izard – Cllr Izard commented that he had attended a meeting with the chair of Hampshire Riding Stables in his capacity of District Councillor. An outline plan was put forward for three houses to be built to fund upgrading of facilities. A planning application has not be made, but Cllr Izard agreed in his capacity as Ward Councillor to discuss this informally with WCC Planning department. As thought development is unlikely as the land is outside the development boundary and inside the South Downs National Park

Cllr Maggie Hill – Cllr Hill suggested a meeting of the Policy and Procedures Committee for Wednesday 11 February. As this date was not suitable for members of the committee Cllr Hill advised she would identify a new date.

Cllr Pam Glasspool – Cllr Glasspool advised the following:

- woodland trees from the Woodland Trust will be delivered in March and will be planted in the hedge at the allotments and other areas. Cllr Glasspool thanked Maureen Rees for obtaining these.

- With regards to the TPO in Scotts Close, Cllr Glasspool advised Ivor Girdler from WCC is opposed to felling the tree and advised the house extension affected has not been built to the correct specification.

FPC 208/14 THE MEETING CLOSED