

Hursley Parish Council meeting
Parish Hall, Hursley

Monday 14th January 2019

Hursley Parish Hall

MINUTES OF THE PARISH COUNCIL MEETING

<u>Present</u>	<u>In attendance</u>	<u>Apologies</u>
Cllr Arthur	Elizabeth Billingham, Parish Clerk	Cllr O’Sullivan
Cllr Bell	One member of the public	Cllr Lifford
Cllr Killeen	Cllr Brooks - WCC	Cllr Rees
Cllr Guest	Will Cameron – Parish Hall Chair	
Cllr Waldron	Cllr Warwick – City and County Councillor	Cllr Winchester – Absent

Item		ACTION
78/19	Welcome and Apologies	
	Cllr Lifford, Cllr O’Sullivan and Cllr Rees had sent their apologies. Cllr Winchester was absent.	
79/19	To approve the minutes of the last meeting	
	RESOLVED to approve minutes as a true record.	
80/19	Matters arising from the minutes of the meeting of 12th November 2018	
	Actions are noted within the minutes of this meeting.	
81/19	Public Participation	
	<p>Members of the public were asked to speak.</p> <p>116 Bunstead Lane - A member of the public wanted to know if the window sizes were the correct size and what process was needed to ask WCC planning/enforcement to verify they were built to agreed size. There was concern that the windows overlooked other properties. Cllr Bell noted that the house was outside the conservation area. A Lawful Development Certificate for the elevation had been granted and work completed within Permitted Development rights. It was felt that the work undertaken was dominant on Bunstead Lane. It was believed that the work was not complete and it was hoped that it would be an opportune time to take action if it was needed.</p> <p>ACTION - Cllr Brook – Will take the details to planning and ask what the limitations for Permitted development were and if it is felt that there was an issue then enforcement would be asked to look at it. ACTION Clerk to email concern to Planning and copy Cllr Brook.</p>	Cllr Brook Clerk

	<p>124/125 Lower Shorelands – It was noted that the road was now narrower due to the hedge on the private side not being cut – the dustbin lorries have to pull over into the grass verge which means deep ruts have been left by their tyres. Pole fencing had been installed on the outside of the hedging which prevents the hedge being cut. ACTION Mr Steele will write to the Council with details.</p>	Mr Steele
	<p><u>Cllr Brooks – Portfolio Holder for the Built Environment.</u></p> <p>Cllr Brooks had been invited to the meeting due to some concerns over planning and enforcement decisions. Cllr Brooks explained the Planning review had taken place with an external reviewer and had graded WCC Planning “good but traditional” with 34 recommendations to make it more modern and future proof. Strategic Planning team would become more involved so there would be more useful interaction between departments. The action plan is currently being updated. New Parish meetings will be announced for February and Councillors will be invited and they will be able to bring forward concerns and agenda items. It was felt that it was important that local knowledge be used and Parishes are involved in the Planning process.</p> <p>Cllr Killeen – Councillors encouraged parishioners to discuss potential developments with planning so that they could work together.</p> <p>Cllr Brook noted that she was trying to remove the 6-person trigger that meant that applications then went to committee and felt that the trigger point should come directly from Parishes and Wards.</p> <p>Enforcement issues - It was felt that there had been cases that have been dropped rather than challenged. Cllr Bell did give some details of cases where it was successful. It was noted that new officers were in place and felt that it should be more efficient. Cllr Brook noted that she wanted more detailed comments when cases are closed and noted as “Not expedient”</p> <p>Matter arising: Item 70.1/19 - Ladwell House – It was felt that there were some elements that did not comply and that the Council would like evidence that the Material and Compliance had been signed off. It was felt that the brick and tiling were different to what was granted. ACTION Clerk to ask Enforcement to look and see if Materials and Compliance has been signed off for Ladwell House.</p> <p>It was suggested that Parishes should be reporting more to WCC Planning and that the Parish Council could be more proactive in making sure that developments were compliant. Cllr Bell asked for a format on what information Parishes could be feeding back to Planning – ACTION Cllr Brook.</p> <p>Cllr Brooks was thanked for her help and for attending the meeting.</p>	Clerk Cllr Brook
	<p><u>Will Cameron – Parish Hall Chair.</u></p> <p>Mr Cameron had been invited to the meeting to give an update from the Parish Hall Committee. It was agreed Cllr Guest would be the Council representative on the hall committee.</p> <p>It was noted that there was concern over the Trustees of the Lease /Parish Council lease. The three lease holders were no longer active so it would be advisable to make the lease into an incorporated lease. ACTION There would be a joint working party between the hall and the Parish Council which would meet and deal with the incorporation of the lease. Cllr Guest to report back.</p> <p>A brief history of the hall was given. The Parish Hall is a registered charity. The committee consisted of 6 members plus the hall manager. It meets every two months – second Wednesday. Kitchen and floors had been updated and they were looking at further decoration. They were considering updating the boiler. Income – Making Miracles provided 60% and other income came from private functions.</p> <p>Cllr Killeen had a question about the pricing and it was suggested that there might be more flexibility for local groups. It was noted that non-ticketed and public events were free and there was some flexibility. If a group wished to discuss a hiring, they could contact Will Cameron.</p> <p>There was concern about the conflict of interest between Making Miracles and Cheryl</p>	Cllr Guest

	<p>Steele. It was noted that any decisions were debated by the committee. It was felt to be beneficial to have the hall manager regularly at the hall.</p> <p>There was some concern that the boundaries of which areas were rented and which were not and felt that this was becoming blurred when it impacted other rooms and groups meeting. Also concern about the fridge being in the hall.</p> <p>The bin – It was felt that this was unsightly outside the front door and it was suggested that it could be moved around the corner. It was noted that the hall was looking at a recycling bin.</p> <p>Drinking Fountain – Cllr Waldron had discussed it with the plumber and it would be situated against the wall. A water fountain would cost less than £500. Quote will be coming. It was agreed that it needed to have the ability to fill water bottles. ACTION Cllr Waldron</p> <p>A Councillor asked if the meetings were publicly advertised? It was reported that currently meetings were in a private house. Meeting dates are noted on previous minutes. It was suggested that meeting dates could be made to be just prior to the Parish Council meetings so that up to date reports could be made to the Council.</p>	Cllr Waldron
82/19	District Councillor report	
	<p>Report was sent out prior to the meeting.</p> <p>It was noted that the CIL Fund was open. It was for use on infrastructure. It was suggested that it could be used for Hamilton Bailey – ACTION Cllr Arthur and Cllr Killeen to give details to Clerk</p> <p>County Council Grant – ACTION Cllr Killeen to submit an application for items needed for the Community Shop.</p>	Cllr Arthur/Cllr Killeen Cllr Killeen
83/19	County Councillor report	
	Report was sent out prior to the meeting	
84/19	Police report	
	Nothing to report	
85/19	Planning	
85.1/19	<p>Matters Arising – Item 70.1/19 - Ladwell House –Discussed in Public Participation – see above.</p> <p>Item 70.1/19 -Enforcement. Cllr Brooks attended this meeting to address concerns.</p>	
	Planning report	
85.2/19	<p>18/02881/FUL– PROPOSED 5 NUMBER WOODLAND RETREAT HOLIDAY CABINS FOR BOTH FAMILIES AND COUPLES WITH ASSOCIATED NON-PERMANENT STRUCTURES AND PARKING -Land at Groveland’s Copse Farley Mount Road Hursley SO21 2JE</p> <p>RESOLVED to support but want it noted that it would hope that it would be good quality construction.</p>	Clerk
85.3/19	Winchester Local Plan Review	
	Due to the length of time taken in Public Participation several items were deferred.	
85.4/19	WCC internal Planning Review	
	<p>WCC Planning Review</p> <p>Matters arising – Item 70.3/19 – Cllr Bell had sent out the document - Complete</p>	
86/19	Finance and Council matters	
86.1/19	<p>Matters arising: Item 71/19 - Item 21/19 – Burial fees ACTION Clerk to put together a structure. To include residents, ex residents and connection. – Suggested fees were and a report sent prior to the meeting.</p> <p>Item 28/19 C – Tennis Club. - ACTION Cllr Bell to talk to the Chair of the tennis club to</p>	

request a copy of the key. On-going

Item 61/19 – Banking online signatories - Clerk would chase forms and details required. ACTION Clerk - On going

Item 61.2/19 - To find stickers for the Dog bin ACTION Clerk – Stickers have been obtained and will be stuck to the bins.

Item 61.2/19 - Clean bins – ACTION – Litterbins – Clerk to find a cleaner for the bins outside the Recreation ground, bus stop and behind church. See below 8.7

Item 71.2/19 - Some discussion regarding hours/Contract for Barry Steele – Barry Steele cuts grass from April until September/October depending on weather.

All items deferred but actions noted.

86.2/19 To approve payments

RESOLVED to approve payments

JANUARY Payments					
06-Dec-18	1574		E Bell	Peace Meal printing etc	£31.00
06-Dec-18	1575	x	D Killeen	Parish Plan Expenses	£250.48
06-Dec-18	1576	x	Hursley Community shop	Hursley Shop Grant	£500.00
06-Dec-18	1577		Grass & Grounds Ltd	cut	£90.00
06-Dec-18	1578	x	E Billingham	Salary December	£282.04
06-Dec-18	1579		J Brooks	Gratuity	£7,348.00
06-Dec-18	1580		MJT Decorating	SLR	£96.00
06-Dec-18	1581		Hampshire Country Rural Services	Hedge	£540.00
06-Dec-18	1582		Farley Chamberlayne PCC	Grant for churchyard	£100.00
14-Jan-19			WCC	Dog bins July August Sept	£70.00
14-Jan-19			The Cumbria Clock Company Ltd	Servicing church clock	£162.00
14-Jan-19			E Billingham	January	£282.04
14-Jan-19			E Billingham	Expenses and Office	£116.50
14-Jan-19			Basingstoke and Deane Council	Peace Meal printing etc	£23.34
					£9,891.40

86.3/19 To approve Budget 2019-20

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH 2018 - January 2019 update					
Last Year Ended 31st March 2018	RECEIPTS	Current year to date	Expected Year End	Suggested Budget 2018/19	
£ 18,315.00	Precept	£ 18,657.00	£ 18,657.00	£ 19,380.00	Total previous year with CTSGGrant = £19000 - suggested increase = £380 which is 20% of Parish portion of the Council tax
£ 685.00	Council Tax Support Grant	£ 343.00	£ 343.00	£ -	
£ -	Agency Services Reimbursed	£ -			
£ -	Loan/Capital repayments	£ -			
£ 27.99	Interest on Investments	£ 16.89	£ 20.00	£ 20.00	Bank interest
£ 150.00	Allotment Rents	£ 115.00	£ 115.00	£ 120.00	
£ 2,175.00	Burial Ground Fees	£ 627.00	£ 650.00	£ 800.00	Hard to predict amounts in any one year - but £800 is an average of previous years
£ -	Grants	£ -			
£ -	Sale of Assets	£ -			
£ 372.46	VAT repayments	£ 818.00			
£ -	Renesola Community Benefits	£ -			
£ 52.00	Miscellaneous	£ -			
£ 21,777.45	TOTAL RECEIPTS	£ 20,576.89	£ 19,785.00	£ 20,320.00	
	PAYMENTS				
£ 7,018.36	General Administration	£ 7,444.48	£ 8,600.00	£ 8,000.00	Includes Clerks salary
£ -	Agency Services	£ -			
£ 270.00	S.137 payments	£ 4,136.00	£ 9,600.00	£ 500.00	Incl £3500 grant to shop, £250 British Legion, £100 Farley Chamberlayne church yard, Peace Cups £286
£ -	Loan/Capital repayments	£ -			
£ 3,339.44	Recreation Ground & open spaces	£ 4,224.00	£ 4,500.00	£ 4,500.00	
£ -	Renesola Community Benefits	£ 5,000.00			
£ 4,879.79	Miscellaneous*	£ 8,734.94	£ 9,500.00	£ 3,500.00	This includes the £7348 Retirement Gratuity, £923.98 Parish Plan Exp, £320 SLR Movements, £46.96 Planters,
£ 3,444.73	Cemetery	£ 586.52	£ 1,000.00	£ 1,000.00	Utilities and maintenance
£ -	Parish Hall	£ -			
£ -	Provision for Doubtful debts	£ -			
£ 115.51	Chairman's Allowance	£ 152.89	£ 200.00	£ 200.00	
£ 969.70	VAT on Payments	£ 461.00	£ 550.00	£ 550.00	
£ 20,037.53	TOTAL PAYMENTS	£ 30,739.83	£ 33,950.00	£ 18,250.00	

86.3/19 To agree 2019-2020 Precept

RESOLVED to increase the Precept - £20,000

86.4/19 Hursley Telephone Box status update and plan for future

	Deferred	
86.5/19	To discuss the cost of cleaning bins at Recreation Ground, bus stops and behind the church	
	Deferred	
86.6/19	To discuss the SLR programme for 2019.	
	<p>It was noted that the cluster would be losing one Council – Colden Common, as they now had their own SLR. Consensus within the Cluster was to offer the vacant slot to Badger Farm Parish Council. It was agreed that this would be acceptable and if not to increase times within the clusters remaining members.</p> <p>It was agreed to pursue buying Hursley Parish Council SLR and look at options for joining with other Parish Councils to obtain a discount.</p> <p>ACTION Clerk</p>	Clerk
87/19	Parish Plan update	
	Deferred	
88/19	Community Shop Update	
	Deferred	
89/19	Parish Hall	
	Matters Arising – Item 73.2/19 - ACTION Clerk to invite Will Cameron Chair of Parish hall to the next meeting	
	See above	
90/19	Recreation Ground & Environment Matters.	
	Matters arising – Item 75/19 - Blue Salt bins – ACTION Cllr Warwick to find out where they were and ask them to be topped up.	
	Deferred	
91/19	Lengthsman – To agree tasks for next visit	
	<p>Lengths man duties were discussed.</p> <p>Possible jobs for the next visit –</p> <p>Leaves swept in front of police house</p> <p>Bus shelters swept</p> <p>Collins Lane – mud and gravel</p> <p>Alleyway Heathcote Place and garages - swept</p> <p>Standon Path – leaves swept</p> <p>ACTION Cllr Bell to make list for visit.</p> <p>It was noted that the reflective posts on Poles Lane had been strimmed down – ACTION Cllr Warwick/Clerk to notify HCC Highways.</p>	<p>Cllr Bell</p> <p>Cllr Warwick</p>
92/19	Allotment and Cemetery matters	
	To review cemetery fees - Deferred	
93/19	Date of next meeting: 11th March	
	Formally agreed to defer items not discussed to the next meeting.	
	<p>Next agenda – Resignation of Cllr Bell and election of the new Chair</p> <p>Thanks, were made to Cllr Bell for all her years of work as Chair.</p>	
	Meeting was closed at 9.40pm	