

MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
22nd July 2019
EAST WOODHAY VILLAGE HALL
@7.30pm.

CHAIRMAN: Cllr James Mitchell (Chair)

PRESENT: Councillors Mr P Hurst, Mr M Rand, Mrs S Cooper, Mr J Murdoch, Mr B Lambert

ALSO PRESENT: 3 Parishioners

CLERK: Amy White

ITEM 1: APOLOGIES

Cllr Teece (holiday), Cllr Jarvis (holiday), Cllr Sanders (holiday), Cllr Thacker

ITEM 2: DECLARATIONS OF INTEREST

None

ITEM 3: MINUTES OF LAST MEETING

The minutes of the meeting held on 24th June 2019 were agreed and accepted as a true record.

ITEM 4: MATTERS ARISING FROM JUNE MEETING

Action 14.2 from March minutes: Cllr Rand to circulate recreational equipment ideas for WHRG- **ONGOING ACTION**

ITEM	ACTION	OWNER	ACTIONED
5.2	Clerk to schedule meeting for 9/9/19 for NP run through with EWPC.	Clerk	ACTIONED
5.3	All Cllrs to think of any key views and send to Cllr Rand	All Cllrs	ACTIONED
6.3	Cllr Rand to discuss the rent of Parish field with the current tenant.	Cllr Rand	ACTIONED
7.2	Cllr Teece to investigate what footpath markers are needed along new kissing gate routes.	Cllr Teece	ACTIONED
7.3	Cllr Rand and Clerk to look at the current maintenance contract and decide how to move this forward.	Cllr Rand, Clerk	ACTIONED
8.2	Clerk to double check the pricing with Premier Grounds and agree to the quote should the pricing be satisfactory.	Clerk	ACTIONED
10.1	Clerk to chase S Batt to fix broken Church Road sign.	Clerk	ACTIONED
12.1	Clerk to report abandoned bike along Woolton Hill Road to our PCSO.	Clerk	ACTIONED

ITEM 5: PLANNING INCLUDING NEIGHBOURHOOD PLAN

5.1 Cllr Lambert provided an overview of the 2 current applications covered in the Planning meeting of 22/7/19. Both of these applications are on the [website](#) along with the minutes of the planning meeting.

5.2 Sungrove

Cllr Lambert reported on the planning meeting held, to which a number of residents local to the proposed Sungrove development came along, and the discussions around the proposal.

The main arguments against the proposal included:

- The disruption to the peace and tranquillity of the area
- The toll on the narrow roads and the increase in traffic
- The fact that the needs proposed in the development (local food, cafes etc) are already met in the Parish
- The proposed site is within an AONB and conservation area.
-

A fuller coverage of the residents' concerns will be minuted in the [planning minutes](#).

The Parish Council will not comment on the proposal because as yet there is no formal application.

5.3 Neighbourhood Plan

See Cllr Hurst's report at the end of the minutes.

Cllr Hurst confirmed the NP document is now available for the Council to read. A meeting will be held with BDBC on 22/08/19 and subsequently with EWPC on 09/09/19 for discussion on the next stages and public consultation.

Cllr Mitchell thanked the members of the NP steering group for their enormous effort.

ITEM 6: PERMISSIVE PATH

Cllr Rand confirmed the proposal for funding for the path is now registered with the Good Exchange, £5000 of which will be price matched, meaning that EWS will now have to raise £14k instead of £19k.

Two parishioners expressed their frustration at dogs being let off in the field, some of whom have managed to get into their garden, and also of cyclists using the path, even though there are gates at either end. This led to a discussion amongst the council to decide the best course of action.

Cllr Mitchell proposed a motion to close the field for a week in August, this was rejected by 3-2 votes.

It was decided that notices will be placed on social media, Spectrum and the EWPC website as a first point of action, with a threat to close the field should the antisocial behaviours continue.

ITEM 7: AMENITIES INCLUDING FOOTPATHS

7.1 In councillor Teece's absence there are two items of note:

- The paths on the Priority Cutting List have all been cut now.
- The issue of the waymarker sign on the Fullers Lane – EW Village Hall footpath will be resolved shortly.

7.2 Cllr Rand discussed the Church's decision to use a contractor to clear overgrown ditches in the graveyard area which is causing the land to get very boggy. The recreation field in Woolton Hill bordering the graveyard also has overgrown ditches and Cllr Rand has had a quote of £1300 to get these ditches cleared at the same time as the Church. Cllr Mitchell queried the urgency of the issue and it was decided to get another quote from AWG for doing the ditches in the recreation ground at a separate date to see if it would make any difference to cost.

ACTION: Cllr Rand to get more quotes for remedial work on ditches in rec ground.

ITEM 8: LENGTHSMAN TASKS

Awaiting the date for installation of new dragon tooth posts at Brownies Corner and East End triangle.

ITEM 9: FINANCE

9.1 Please see Cllr Mitchell's report at the end of the minutes.

9.2 A sum of £9k has been received into the EWPC account for S106 monies relating to allotments. Cllr Hurst will take an action to ask whether the money can be spent on the community orchard in Meadowbrook instead.

ACTION: Cllr Hurst to ask BDBC if S106 allotment money can be used for community orchard.

ITEM 10: HIGHWAYS

10.1 Cllr Murdoch had nothing to report this month.

ITEM 11: UTILITIES

11.1 Cllr Jarvis had nothing to report this month.

ITEM 12: POLICE REPORTS AND SPEEDWATCH

12.1 Please see Cllr Hurst's report at the end of the minutes.

ITEM 13: DONATIONS/ GRANT REQUESTS

- 13.1 Cllr Mitchell proposed a donation of £100 to Heartstart Thatcham for their very well received defibrillator and First Aid training on 08 July 2019. Cllr Cooper seconded.

ACTION: Clerk to send a cheque for £100 to Heartstart Thatcham.

- 13.2 After this successful training the purchase of another defibrillator was again discussed. Cllr Murdoch will investigate purchasing a defibrillator and possibly placing it at the Post Office/Stores.

ACTION: Cllr Murdoch to investigate a defibrillator at the Post Office/Stores.

ITEM 14: HARWOOD PADDOCK/S106 MONIES

- 14.1 Please see Cllr Hurst's report at the end of the minutes.

- 14.2 Cllr Hurst explained the motion to EWPC for approval of the handover of the Harwood Paddock (Meadowbrook) Community Land, as per his report at the end of the minutes. EWPC's ward councillor, Clive Sanders, agreed by email to acceptance of the land to EWPC.

Cllr Mitchell proposed the motion, Cllr Cooper seconded. The motion was carried.

ACTION: Cllr Hurst to let Clerk know where to send the minutes of the meeting to show approval was made at full council.

- 14.3 Signage for EWHV will come out of any remainder of S106 monies previously agreed.

ITEM 15: MEMBERS' REPORTS

- 15.1 No members present.

Cllr Thacker reported in his absence that Newtown Road HWRC temporary passes will be valid into next year, when it is intended to have a permanent solution in place. HCC is working towards implementation of a permanent solution, which it expects to be some time in mid 2020. HCC will share the details and timetable for implementation with Cllr Thacker and those Hampshire residents that will be affected, probably in Spring 2020.

ITEM 16: CORRESPONDENCE

- 16.1 The Clerk confirmed another FOI request has been received by BDBC, including correspondence between BDBC and EWPC on matters including the East Woodhay cricket club, Neighbourhood Plan and guidance given to EWPC on how to deal with the recent FOI request. No action is required by EWPC.

ITEM 17: ANY OTHER BUSINESS

- 17.1 Cllr Rand reported on recent vandalism of church benches. He will discuss with the Church whether EWPC can assist in the purchase of a new bench.

ACTION LOG – July 2019

ITEM	ACTION	OWNER
7.2	Cllr Rand to get more quotes for remedial work on ditches in rec ground.	Cllr Rand
9.2	Cllr Hurst to ask BDBC if S106 allotment money can be used for community orchard.	Cllr Hurst
13.1	Clerk to send a cheque for £100 to Heartstart Thatcham.	Clerk
13.2	Cllr Murdoch to investigate a defibrillator at the Post Office/Stores	Cllr Murdoch
14.2	Cllr Hurst to let Clerk know where to send the minutes of the meeting to show approval was made at full council	Cllr Hurst/Clerk

Councillor Reports July 2019

ITEM 5- Neighbourhood Plan- Cllr Hurst

Key milestone has been achieved - the edit of the NP has been completed. Many thanks to the team for achieving this important milestone.

A date has been arranged in August to review the document with BDBC. This will also be an update on the impact of the Local Plan. From this review we expect further edits.

The document that will be reviewed by BDBC will be made available to be viewed by EWPC by the end of this week. This will allow time to review the document before the scheduled walk through in September.

ITEM 9- Finance report- Cllr Mitchell

1. SUMMARY

FY2019/20 data to 20th July 2019. 58% of income budget received. (£21,447). 29% (£10,847) of expense budget spent. Regular out goings.

a. INCOME STATEMENT

- 50% Precept received
- 50% Litter warden grant received
- £435 VAT reclaimed

b. EXPENSE STATEMENT EXECUTIVE SUMMARY (following list not conclusive)

- Insurance for year £1,288
- £1,103 spent on footpaths
- £1,250 CCTV annual fees
- £700 Donation to EWS (www.wooltonhill.com)

- £682 HALC affiliation
- £967 Phone box & Boardwalk repairs
- £280 Neighbourhood Plan consultant
- £230 Internal Audit
- £200 wooden posts renewal
- £150 course for clerk

c. CAPITAL STATEMENT EXECUTIVE SUMMARY

- Capital account £45,000

2. FISCAL YEAR TO DATE TRANSACTIONS BY MONTH

EAST WOODHAY PARISH COUNCIL															
Receipts and Payments - 2019/20															
RECEIPTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	BUDGET	% of Budget
Precept	£ 16,738.50												£ 16,738.50	£ 29,493.02	57%
Double Taxation													£ -	£ 1,992.00	0%
Litter Warden Grant	£ 4,269.20												£ 4,269.20	£ 4,269.20	100%
Rental Income													£ -	£ 1,100.00	0%
CTS Grant													£ -		#DIV/0!
S106 Monies													£ -		#DIV/0!
Other Grants													£ -		#DIV/0!
VAT Recovered		£ 435.59											£ 435.59	£ -	#DIV/0!
Bank Interest			£ 4.69										£ 4.69	-	#VALUE!
	£ 21,007.70	£ 435.59	£ 4.69	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 21,447.98	£ 36,854	58%
PAYMENTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	BUDGET	% of Budget
Clerk's salary	£ 744.61	£ 744.61	£ 744.61	£ 744.61									£ 2,978.44	£ 9,202.00	32%
Clerk's expenses	£ 65.70	£ 31.48	£ 112.89	£ 12.90									£ 222.97	£ 325.83	68%
Litter Warden Salary	£ 339.30	£ 339.30	£ 339.30	£ 339.30									£ 1,357.20	£ 4,072.00	33%
Litter Warden Exps	£ 70.00	£ 70.00	£ 60.00	£ 60.00									£ 260.00	£ 720.00	36%
Admin (inc Courses)	£ 211.00		£ 105.00										£ 316.00	£ 1,000.00	32%
Insurance		£ 1,288.30											£ 1,288.30	£ 1,500.00	86%
Audit			£ 230.00										£ 230.00	£ 545.90	42%
Subscriptions			£ 682.00										£ 682.00	£ 649.93	105%
Grass Cutting													£ -	£ 1,200.00	0%
Misc Maintenance	-£ 482.00		£ 200.00										-£ 282.00	£ 2,305.00	-12%
Annual Maint Agmnt													£ -	£ 3,620.00	0%
Footpaths	£ 679.80		£ 288.00										£ 967.80	£ 5,000.00	19%
Highways													£ -	£ -	#DIV/0!
CCTV			£ 1,250.00										£ 1,250.00	£ 1,800.00	69%
Donations & Sec 137	£ 700.00												£ 700.00	£ 1,500.00	47%
Neighbourhood Plan	£ 60.00			£ 280.00									£ 340.00	£ 3,000.00	11%
VAT	£ 69.56	£ 154.59	£ 259.00										£ 483.15		#DIV/0!
PAYE	£ 26.58		£ 19.53	£ 7.50									£ 53.61	£ 500.00	11%
Grant Refund													£ -	£ -	#DIV/0!
Other													£ -		#DIV/0!
	£ 2,484.55	£ 2,628.28	£ 4,290.33	£ 1,444.31	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 10,847.47	£ 36,941	29%
Printed : 19/07/2019															

ITEM 12- Police and Speedwatch report, Cllr Hurst

Our PCSO, John Dullingham, has moved from the PCSO role. At present the position remains vacant, but is planned to be filled. The area remains covered by the Neighbourhood Policing Team and includes PC Martyn Evans and PC Simon Denton.

The issue of recent lack of visibility of the PCSO role in the Parish has been raised with the Inspector for the area and this will be reviewed when the new PCSO is in place.

The priority for the Neighbourhood Policing Team remains outbuilding burglary, as there continue to be reports of thefts from these buildings across the Basingstoke rural area. These remain small in number but again another reminder from the police to keep outbuildings secure and look at low cost security methods such as cameras and alarms.

A new issue has been recently reported across the Basingstoke rural area. There have been reported incidents where people have received telephone calls from people pretending to be from the police. The person receiving the call is asked to attend the bank and withdraw cash, which is then handed to a courier. This is a scam and a reminder from the police that no genuine police officer would ask people to do this.

ITEM 14- S106 monies- Cllr Hurst

1. Sports Clubs, fund £40,895

The fund request for the sports clubs projects has now been fully approved and the money is available to spend until the end of this tax year. The clubs have been notified. Our thanks go to Gareth Evans the BDBC Spend Manager for sports, who has been very helpful through this process.

The sign off covers:

Cricket Club £10,000 towards new practice nets.

Football Club £10,000 for an aerator and trailer.

Bowls Club £2,800 for a new mat and mobile storage.

Tennis Club £18,095 for LED bulbs and fittings for floodlights.

2. Facilities refurbishment projects.

Refurbishment S106 allocation of £92,828 has been fully approved by BDBC. Both village hall projects now commenced.

Woolton Hill Church Hall, £27,828. Project manager John Angle.

Tree removal planned for August.

CCTV work commencing.

East Woodhay Village Hall, £65,000. Project Manager Peter Stanley.

Peter has had confirmed in writing that planning permission is not required for upgrading the car park.

Suppliers for stage removal being reviewed.

3. Open Space and Recreation Area.

Contact has been made with the Spend Manager for this area and Mark and I will now put together the S106 request for the projects identified.

The Spend Manager has also confirmed that the S106 contributions below are now available for EWPC.

15/02885/FUL (Chestnuts including Curridge Car Sales, Andover Road, Newbury)

£5,467.30 – Open Space

£1,924.25 – Play

The S106 agreement is very specific on spend.....

According to the S106 Agreement, these are both to be spent on the existing **open space and play area adjacent to St Thomas C of E Infant School**. The Open Space contribution is to be spent 'towards the cost of providing, running and maintaining the infrastructure project for goal mouth reinforcements and additional seating', with the Play contribution being for 'providing running and maintaining the equipped play provision for an additional item of rocking equipment'. This money must be spent or committed by 2026/27, and these monies cannot be spent on alternative sites.

In discussion with the Spend Manager, the above is a good example of how specific S106 contracts are becoming. She also made clear that there is now a reluctance to raise Deeds of Variation to change the spend, due to legal costs. For the above development the Spend Manager could not tell me who had specified the requirements for the contracts - certainly neither EWPC nor Highclere. This indicates that in any future development that generate S106 for the Parish that EWPC should try and ensure that we are involved in the specification of the contract.

3. Community Land and Meadowbrook Sign off

The Spend Manager and myself have agreed to decouple the handover of the community land and the sign off of the development.

The Spend Manager has agreed the legal sign off and BDBC sign off process to hand the land from Bloor, to BDBC and directly to EWPC. The Spend Manager and myself will generate an S106 approval report to support the sign off process by BDBC, commencing circulation in September. The first stage of this will be the approval of EWPC to accept the handover of this land into our ownership and management. This will be covered in Julys EWPC meeting.

In parallel, the BDBC landscape sign off manager, Spend Manager and myself have discussed how to push Bloor to complete compliance. We have agreed to meet on site in August to review the planting so far, identifying any compliance issues and then putting pressure on Bloor to comply by end of September. A complication is that a number of residents are not happy with the swale planting and wish to see changes. Myself and the landscape sign off manager will meet them in August to discuss the issues.