MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL 31 January 2022 18:30, Woolton Hill Church Hall

Chairman: Cllr Hurst (Chair)

Present: Councillors Mr G Dick, Mr M Hainge, Mr P Jarvis, Mrs K Titcomb, Mr

M Rand, Mr S Bowden

Clerk: Amy White

Item 1: Apologies

103/21 The Clerk confirmed Cllrs Mitchell, Cooper, Watson and Falconer had sent their apologies, which were accepted. Absent: Cllr Thacker.

Item 2: Declarations of Interest

104/21 None.

Item 3: 105/21 Matters Arising from 29 November 2021 Meeting

Item	Action	Owner
73/21	Cllr Hainge will send traffic data to Cllr Dick for reporting to HCC.	Cllr
	Actioned.	Hainge
83/21	Clerk to send the complaint decision and report to the complainant. Actioned.	Clerk
85/21	Clerk to consider applying for a Borough Councillor grant. Actioned- Cllrs Izett, Carr has confirmed he is happy to support the request for £1000 for new information 'lecterns' in the Parish Field, Heath End and the WH Rec Ground.	Clerk
86/21	Clerk to send Register of Interests form to BDBC. Actioned	Clerk
88/21	Cllr Titcomb to contact Mr Lees and agree to his consultancy	Cllr
	proposal. Actioned	Titcomb
91/21	Clerk to contact Naturally Trees for an inspection report. Actioned. Tree report has been received and actions noted.	Clerk
92/21	Clerk to contact Steve Painter, clarify costs and engage for new logo concepts. Actioned	Clerk
94/21	Clerk to investigate National Lottery footpath funding with Cllr Watson. Actioned- see footpaths item 8.	Clerk
95/21	Clerk to investigate County Council Grant as per Cllr Thacker's report. Actioned. The Clerk has applied for £1000 towards boardwalk repair.	Clerk

Item 4: Brough and County Councillor Reports

106/21 Cllr Falconer: Cllr Falconer sent his apologies but sent in his report:

I've spoken with the Head of Planning as per my email last week so the Wash Water application will take many more months but it's good that he will involve us councillors as they get closer to a recommendation. So far the consultee reports are quite negative about the application.

The Local Plan update continues and at present East Woodhay remains with zero new housing target.

The unitary authority issue has been resurrected so we believe Hants CC has made a play to take over all of Hampshire whereas regardless of that there is a possibility we will take over/amalgamate with Hart District Council who only have 70,000 residents and struggle with economy of scale.

Item 5: Planning

107/21 Please also see planning minutes on the website here.

Cllr Titcomb reported on the objection to the Wash Water development (Watermill Bridge) sent in by the planning committee. Thanks go to Steve Lees for an excellent and thorough report. Our borough councillors have been offered a meeting with the head of planning at BDBC before the decision is made.

Item 6: 108/21 Neighbourhood Plan Report- Cllr Hurst

The next phase of the Neighbourhood Plan (NP) process, after our completion of Reg 14 Consultation, is "Regulation 15 Submission".

The Reg 15 Submission NP, required for this phase, has been completed. This version includes all the updates generated from the feedback from the Reg 14 Consultation. The PC need to formally approve the updated NP, as the "qualifying body", before it can be submitted and published by BDBC to the community for further consultation (see next steps below).

As commented in previous NP reports, the team received a lot of community and statutory feedback from the Reg 14 Consultation process. The NP team completed the review of all the feedback, and the documentation of the formal response to this (to be published in the Reg 15 Consultation Document - see below). By far the large majority of the feedback was supportive of the NP and constructive in nature. Much of the feedback has now been incorporated in the updated NP and has enhanced the document.

The NP Steering Group would like to especially thank John Priest, our publisher, who has generated the final pdf document from our edits. This recognises the extra effort he had to put in to generate the document, in a compressed time frame, as the sign off of the edit was delayed a few weeks to gain a response from a member of the community on a point in the NP. John has put together the final pdf version (a challenging time frame as it has changed

significantly and includes many updated maps, and schematics) in time for the January PC meeting for review. Our many thanks to John for this significant amount of work.

The completion of the update of the NP also allowed the team to focus, in the weeks since the end of December, on the generation of two further large documents required for Reg 15 Submission. These are the Basic Conditions Document and the Consultation Document.

The Basic Conditions Document addresses how the detail of the NP complies with the legal Basic Conditions defined by the legislation and an Equalities Act Assessment (including the generation of base parish data required for this).

The Consultation Document is very large, as it contains all the Regulation 14 feedback and our formal response - this is the standard method by which the community and statutory bodies will see our response to their feedback.

Next steps:

- 1. Once the NP is approved by the PC it can be submitted to BDBC.
- 2. The NP, Consultation Document and the Basic Conditions Document will be submitted to BDBC.
- 3. BDBC will perform a legal check of the documents.
- 4. Once the documents have passed the legal check, no further changes to the NP are allowed until after examination. The documents will be published on the BDBC website for a further 6 weeks of public consultation (in parallel published on the PC website). At this stage the updated NP, Basic Conditions and the Consultation Document will become available to all stakeholders to view and make any further comments (not before as they are still potentially subject to change). BDBC and the PC will notify all stakeholders at this stage, that the documents have been published.
- 5. An Examiner will be appointed in parallel by BDBC.
- 6. After the further 6 weeks of consultation the Examiner will review the documents and request any changes.
- 7. The NP is likely to be further updated during this process.
- 8. Once approved by the Examiner the document goes to referendum.
- 9. If passed at referendum, the NP is "made" and becomes law, legally having the same standing as the Local Plan.

The full council approved the amended NP document for submission to Basingstoke and Deane.

Item 7: 109/21 Amenities

Please see Amenities Minutes here.

The Amenities committee is looking to upgrade the current CCTV coverage of the recreation ground; bluetooth is not a viable option, however there is still the possibility of implementing a new camera on the current pole, which will become available in about 3 months' time. It was agreed in principle to purchase the improved equipment when it becomes available, subject to technical specifications meeting our requirements. Finance has added £3000 to the budget for 2022/23.

Action: Cllr Rand to ensure technical specification of CCTV meets our requirements.

Cllr Dick asked for the signage to be improved at both ends of the Parish field. This will be improved with the new lecterns.

Cllr Rand is aware that the permissive path is currently very claggy and is dealing with Poulsoms to find a solution.

Item 8: 110/21 Footpaths

In Cllr Watson's absence, Cllr Rand reported on the National Lottery funding that Cllr Watson applied for- the grant request had been rejected due to lack of visible community engagement in the project. Cllr Rand ran a survey at the village market; 29 responses were received, all supportive of the project to convert stiles to gates to improve access to the countryside. Cllr Watson will look to gain further support for the project from the community and reapply for the grant. If the £10k applied for is received, Hampshire Countryside Service will also increase their potential funding from £5k to £7.5K, which could mean a pot of £17.5K to improve access throughout EW Parish.

Boardwalk: The Clerk met with Scofell who have supplied a quote of £2.5K to repair approx. 7m of the boardwalk. A grant of £1k has been received from Cllr Thacker, to add to the £500 received in March 2021, to go towards the repairs.

Item 9: 111/21 Highways

Cllr Dick's report and current log is available to view on our website <u>here</u>. HCC has volunteered action to clear the sump at Brownies Corner (see Amenities Minutes).

The dropped kerbing from Brownies Corner will be sorted by Hampshire Highways at a cost of approximately £3k, to be funded by EWPC This will allow improved access for wheelchairs and buggies across the Parish field.

Item 10: 112/21 Speed Awareness Project Update

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

Cllr Hurst has been asked by the Woolton Hill school federation if there can be a site directly opposite the school to record speed data, for use by the school regarding safety. Cllr Hainge will investigate a site for the SID near the school.

Cllr Hainge and Cllr Cooper met with our PCSO, Joshua Revett in December who felt that adding a speedwatch group would be an effective method of speed reduction. The cost of a mobile speed monitor/gun would be approximately £3000. This led to a discussion on the usefulness of this approach. It was felt that the point was to educate and remind drivers stick to the speed limit and the appropriate methodology of achieving this. *To bring to next meeting*.

Action: Cllr Hainge to investigate ways of educating the community about speed awareness and for placing the SID along the section of the WH Road by the schools.

Item 11: 113/21 Police Update

PCSO Joshua Revett has asked the Clerk whether there would be any interest in setting up Neighbourhood Watch areas.

Action: Clerk to add Neighbourhood Watch question to Facebook and Spectrum.

Item 12: Finance Update

114/21 Please see Cllr Mitchell's report at the end of the minutes.

115/21 The Clerk presented the following accounts for payment for January 2022:

Dec	Clerk's salary		£	623.41
DCC	Olon 3 Salary		~	020.41
Dec	Litter Warden Salary		£	386.10
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Dec	Litter Warden Exps		£	35.00
Dec	PAYE	HMRC Month 9	£	154.18
Dec	Footpaths	John Priest footpath project	£	127.50
		Total:	£	1,326.19
Jan	Annual Maint Agmnt	Scofell monthly payment- November	£	316.25
Jan	VAT	Scofell monthly payment	£	63.25
Jan	Annual Maint Agmnt	Scofell monthly payment- December	£	316.25
Jan	VAT	Scofell monthly payment	£	63.25
Jan	Admin (inc Courses)	Payroll December	£	12.00
Jan	VAT	Payroll December	£	2.40
Jan	Clerk's expenses	Zoom.pro	£	11.99
Jan	VAT	Zoom.pro	£	2.40
Jan	Admin (inc Courses)	EWPC Hall hire Q1 2022	£	140.00
Jan	Footpaths	Footpath mapping project	£	123.25
Jan	Misc Maintenance	Tree Survey EWPC	£	485.00
Jan	VAT	Tree Survey EWPC	£	97.00
Jan	Clerk's salary		£	623.41
Jan	Litter Warden Salary		£	386.10
Jan	Litter Warden Exps		£	35.00
Jan	PAYE	HMRC Month 10	£	154.18
Jan	Highways	SID movement x 4	£	140.00
Jan	VAT	SID movement x 4	£	28.00
Jan	Admin (inc Courses)	HCI Data Domain Name renewal (2 years)	£	85.00
Jan	VAT	HCI Data Domain Name renewal (2 years)	£	17.00
Jan	Admin (inc Courses)	Payroll January	£	12.00
Jan	VAT	Payroll January	£	2.40
Jan	Annual Maint Agmnt	Scofell monthly payment- January	£	316.25
Jan	VAT	Scofell monthly payment	£	63.25
		T : 1 - 1	£	2 405 62

Total: £ 3,495.63

Agreed via email

15/12/21

15/12/21

15/12/21

15/12/21

13/12/21

116/21 Precept Decision: The Council agreed to a 4% increase from 2021/22.

Action: Clerk to request £31720 for 2022/23.

Item 16: 10/21 Items to carry forward to next meeting

CCTV

Speed Awareness/Speedwatch Boardwalk repairs

The next meeting will be held at 6:30pm on Monday 28th February @ Woolton Hill Church Hall.

Actions 31/01/22

Item	Action	Owner
109/21	Cllr Rand to ensure technical specification of CCTV meets our	Clerk/Cllr
	requirements.	Rand
112/21	Cllr Hainge to investigate ways of educating the community about speed awareness and for placing the SID along the section of the WH Road by the schools.	Cllr Hainge
113/21	Clerk to add Neighbourhood Watch question to Facebook and Spectrum.	Clerk
116/21	Clerk to request £31720 for 2022/23.	Clerk

Councillor Reports January 2022

Item 10: Speed Awareness, Cllr Hainge

Speed Awareness Project report 31.1.22

We have now covered seven sites throughout the Parish and are now in Ball Hill for the second time until early February.

Initial findings:

Using the 85th percentile readings:

"Indicative of the speed that the majority of the road users are travelling at. A speed at or below which 85 percent of the people drive at any given location under good weather and visibility conditions may be considered as the maximum safe speed for that location"

Location:	85 Percentile Speed	Top speed
Church Road: 20/9 -5/10	33.1 mph	55 mph
Trade Street: 6 - 19/10	26.3 mph	40 mph
Woolton Hill 20/10 -16/11		
Road (Tennis Courts)	34.3 mph	60 mph
Tile Barn Row 20 – 30/11	29.7 mph	50 mph
Ball Hill 30/11 – 15/12	32.7 mph	55 mph
Woolton Hill Road		
Blind man's gate 16/12 -12/1	L 33.9 mph	55 mph
Boadlayings 12 – 26/1	29.7 mph	45 mph

Options: to consider for future:

Speed watch - Speed gun would need to be purchased

5 volunteers required

Joshua Revett PCSO would be prepared to come

Reduction in Speed limit – Trade Street

Continuing with the SID unit on an ongoing basis

Item 12: Finance Report, Cllr Mitchell

EAST WOODHAY PARISH COUNCIL FINANCE TEAM UPDATE 2021/22 Presented to EWPC 31st January 2022

1. **SUMMARY**

- Bank Accounts £44,830 (Current £4,237 Redwoods £40.6k)
- S106 income from Boule Court not received yet

a. INCOME STATEMENT

- £30,500 100% of precept received
- £4,622 Litter warden grant received
- £4,067 CIL Payment
- £2,032 Grass cutting grant received
- £4,067 BDBC CIL payment received

b. <u>EXPENSE STATEMENT EXECUTIVE SUMMARY</u> (following list not conclusive)

- Normal monthly expenses
- £18,060 Parish Field path
- £14,886 Community exercise equipment
- £10,041 Boule court installation
- £3,525 Westcotec Speed Indicator
- £3,325 Neighbourhood Plan (Consultancy and Printing)

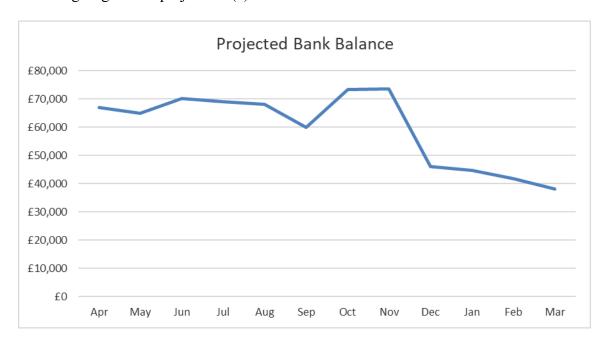
- £1,163 Grass cutting
- £1,500 St Martins Church Tower Appeal
- £1,414 Insurance
- £875 HCC post and site set up for Speed Indicator Device
- £834 Play area inspection
- £632 Scofell Monthly Maintenance Payment (£316 pcm)
- £707 HALC Affiliation (16% increase on last year)
- £686 Royal Mail Neighbourhood Plan Mailing
- £660 Greentips tree removal
- £600 CCTV maintenance
- £485 Tree Survey
- £246 John Priest footpath project
- £240 Audit fees
- £215 Weedkill Parish Field Path
- £149 Boardwalk maintenance
- £104 SID movement
- £84 Tennis net maintenance
- £73 Poppy wreaths donation
- £50 Domain name renewal
- £35 Hall hire for Audit

c. <u>CAPITAL STATEMENT EXECUTIVE SUMMARY</u>

- Ring Fenced:
 - I. £9,837 S106 from 2019/20 for spend on Orchard

2. CASHFLOW PROJECTION

Including ring fenced projects in (c)



3. FISCAL YEAR TO DATE TRANSACTIONS BY MONTH

EAST WOODHAY PARISH O	OUN	CIL																							
Receipts and Payments - 2021/22																									
RECEIPTS		Apr		May		June		Jul	-	Aug		Sep	Oct	+	Nov		Dec		Jan	Feb	Mar		Total	BUDGET	% of Budget
Precept	£ 1	5,250.00								_	£	15,250.00										£	30,500.00	£ 30,500.00	100%
Double Taxation																						£		£ -	#DIV/0!
Litter Warden Grant	£	4,633.20																				£	4,633.20	£ 4,633.00	100%
Rental Income											£	600.00										£	600.00	£ 601.00	100%
S106 Grant			£	991.36																		£	991.36		#DIV/0!
Other Grants				£8,800	£	4,067.31	£	1,765.00														£	14,632.31		#DIV/0!
Grass Cutting	£	2,032.00																				£	2,032.00	£ 2,032.00	100%
VAT Recovered													£ 4,875.	95								£	4,875.95	£ -	#DIV/0!
Bank Interest																						£		-	#VALUE!
	£ 2	21,915.20	£	9,791.36	£	4,067.31	£	1,765.00	£	-	£	15,850.00	£ 4,875.	95 £	-	£	-	£	-	£ -	£-	£	58,264.82	£ 37,766	154%
PAYMENTS		Apr	_	May		Jun		Jul	-	Aug		Sep	Oct		Nov		Dec		Jan	Feb	Mar		Total	BUDGET	% of Budget
Clerk's salary	£	623.41	£	623.41	£	623.41	£	623.41		605.24	£	623.41	£ 623.	41 £	623.21	£	623.41	£	623.41			£	6,215.73	£ 9,114.03	68%
PAYE	£	154.18	£	154.18	£	154.18	£	154.18		154.18	£	154.18	£ 154.	18 £		£		£	154.18			£	1.542.00	£ 400.00	386%
Litter Warden Salarv	£	386.10	£	386.10	£	386.10	£	386.10	£	386.10	£	386.10	£ 386.	10 £	386.10	£	386.10	£	386.10			£	3,861.00	£ 4.633.20	83%
Litter Warden Exps	£	35.00	£	35.00	£	35.00	£	35.00	£	35.00	£	35.00	£ 35.	00 £	35.00	£	35.00	£	35.00			£	350.00	£ 750.00	47%
Clerk's expenses	£	11.99	£	223.69	£	54.14	£	50.49	£	11.99	£	11.99		£	73.16			£	11.99			£	449.44	£ 274.86	164%
Admin (inc Courses)	£	85.00	£	12.00	£	12.00	£	150.00	£	12.00	£	24.00	£ 51.	50 £	353.99			£	249.00			£	949.49	£ 800.00	119%
Insurance			£	1,413.50																		£	1,413.50	£ 1,350.00	105%
Audit			£	240.00							£	200.00										£	440.00	£ 450.00	98%
Subscriptions	£	707.51																				£	707.51	£ 695.64	102%
Grass Cutting									£	665.00			£ 332.	50 £	166.25							£	1,163.75	£ 1,224.00	95%
Misc Maintenance	£	100.00			£	744.00			£	680.54	£	179.25	£ 1,014.	00				£	485.00			£	3,202.79	£ 2,200.00	146%
Annual Maint Agmnt	£	86.00	£	316.25	£	316.25	£	316.25			£	632.50	£ 316.	25 £	316.25			£	948.75			£	3,248.50	£ 3,795.00	86%
Footpaths	£ 1	8,060.00			£	148.96	£	119.00	£	246.50						£	127.50	£	123.25			£	18,825.21	£ 4,000.00	471%
Highways									£ 4,	400.22				£	105.00			£	140.00			£	4,645.22	£ 1,000.00	465%
ссту					£	600.00																£	600.00	£ 1,978.80	30%
Grants & Sec 137													£ 1,500.	00								£	1,500.00	£ 1,500.00	100%
Chairmans Allowance	£	80.70						-						£	144.42							£	225.12	£ 250.00	90%
Neighbourhood Plan			£	367.50	£	1,493.00	£	778.50	£	686.08												£	3,325.08	£ 2,500.00	133%
VAT	£	3,631.60	£	68.05	£	483.48	£	72.14	£ 1,	116.13	£	209.55	£ 332.	55 £	4,309.30			£	338.95			£	10,561.75	£ 1,387.03	761%
S106 spend														£	20,773.00							£	20,773.00	£ -	#DIV/0!
	£ 2	3,961.49	£	3,839.68	£	5,050.52	£	2,685.07	£ 8,	998.98	£	2,455.98	£ 4,745.	49 £	27,440.06	£	1,326.19	£	3,495.63	£ -	£-	£	83,999.09	£ 38,303	219%
		1/01/2022									_					_									

4. Forecast for remainder of Financial Year 2021/22

Forecast for FY21/22

EAST WOODHAY PARISH CO	DUNCIL								ORECA	ST									
Receipts and Payments - 2021/22									ONECA										
RECEIPTS	Apr	May	Jun		Jul	Aug	Sep	Oct	Nov		Dec		Jan	Feb		Mar	Total	BUDGET	% of Budge
Precept	£ 15,250.00						£ 15,250.00										£ 30,500.00	£ 30,500.00	100%
Double Taxation																	£ -	£ 0.00	0%
Litter Warden Grant	£ 4,633.20																£ 4,633.20	£ 4,633.00	100%
Rental Income							£ 600.00										£ 600.00	£ 601.00	100%
CTS Grant		£ 991.3	6														£ 991.36		
Other Grants		880	00 £ 4,067	.31 £	1,765.00												£ 14,632.31	£ 0.00	14632310000000000%
Grass Cutting	£ 2,032.00																£ 2,032.00	£ 2,032.00	100%
VAT Recovered								£ 4,875.95									£ 4,875.95	£ 0.00	4875950000000000%
Bank Interest																	£ -	£ 0.00	0%
	£ 21,915.20	£ 9,791.3	6 £ 4,067	.31	£ 1,765.00	£ -	£ 15,850.00	£ 4,875.95	£ -	. :	£ -	£	-	£ -	£	-	£ 58,264.82	£ 37,766	154%
PAYMENTS	Apr	May	Jun		Jul	Aug	Sep	Oct	Nov		Dec		Jan	Feb		Mar	Total	BUDGET	% of Budge
Clerk's salary	£ 623.41	£ 623.4		.41 £		£ 605.24	£ 623.41	£ 623.41	£ 623.	21	£ 623.41	£	623.41	£ 623.4	1 £	623,41	£ 7.462.55	£ 9,114.03	82%
PAYE	£ 154.18	£ 154.1		.18 £		£ 154.18	£ 154.18	£ 154.18	£ 154.		154.18	£	154.18	£ 154.1		154.18	£ 1.850.36	£ 400.00	463%
Litter Warden Salary	£ 386.10			.10 £		£ 386.10	£ 386.10	£ 386.10			386.10		386.10	£ 386.1		386.10	£ 4,633.20	£ 4,633.20	100%
Litter Warden Exps	£ 35.00	£ 35.0	0 £ 35	.00 £	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.	00	£ 35.00	£	35.00	£ 35.0	0 £	35.00	£ 420.00	£ 750.00	56%
Clerk's expenses	£ 11.99	£ 223.6	9 £ 54	.14 £	£ 50.49	£ 11.99	£ 11.99	1	£ 73.	16		£	11.99	£ 11.9	9 £	11.99	£ 473.42	£ 274.86	172%
Admin (inc Courses)	£ 85.00	£ 12.0	0 £ 12	.00 £	£ 150.00	£ 12.00	£ 24.00	£ 51.50	£ 353.	99		£	249.00				£ 949.49	£ 800.00	119%
Insurance		£ 1,413.5	0							1							£ 1,413.50	£ 1,350.00	105%
Audit		£ 240.0	0				£ 200.00			1							£ 440.00	£ 450.00	98%
Subscriptions	£ 707.51									1							£ 707.51	£ 695.64	102%
Grass Cutting						£ 665.00		£ 332.50	£ 166.	25							£ 1,163.75	£ 1,224.00	95%
Misc Maintenance	£ 100.00		£ 744	.00		£ 680.54	£ 179.25	£ 1,014.00				£	485.00	£ 1,000.0	0		£ 4,202.79	£ 2,200.00	191%
Annual Maint Agmnt	£ 86.00	£ 316.2	5 £ 316	.25 £	£ 316.25		£ 632.50	£ 316.25	£ 316.	25		£	632.50	£ 316.2	5 £	316.25	£ 3,564.75	£ 3,795.00	94%
Footpaths	£ 18,060.00		£ 148	.96 £	£ 119.00	£ 246.50				:	127.50	£	123.25				£ 18,825.21	£ 4,000.00	471%
Highways						£ 4,400.22			£ 105.	00		£	140.00	£ 500.0	0		£ 5,145.22	£ 1,000.00	515%
ссту			£ 600	.00													£ 600.00	£ 1,978.80	30%
Grants & Sec 137								£ 1,500.00									£ 1,500.00	£ 1,500.00	100%
Chairmans Allowance	£ 80.70								£ 144.	42							£ 225.12	£ 250.00	90%
Neighbourhood Plan		£ 367.5	0 £ 1,493	.00 £	£ 778.50	£ 686.08								£ 500.0	0		£ 3,825.08	£ 2,500.00	153%
VAT	£ 3,631.60	£ 68.0	5 £ 483	.48 £	£ 72.14	£ 1,116.13	£ 209.55	£ 332.55	£ 4,309.	30		£	275.70				£ 10,498.50	£ 1,387.03	757%
S106 spend									£ 20,773.	00							£ 20,773.00	£ 0.01	0%
	£ 23,961.49	£ 3,839.6	8 £ 5,050	.52	£ 2,685.07	£ 8,998.98	£ 2,455.98	£ 4,745.49	£ 27,440.	06	£ 1,326.19	£	3,116.13	£ 3,526.9	3 £	1,526.93	£ 88,673.45	£ 38,303	232%
Printed :	31/01/2022									_		_							

5. Waterfall To Date for FY 2021/22

