



OAKLEY & DEANE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THE 13TH APRIL 2017

Present: Mrs. Blackman (Chairman), Mrs. Bettridge, Mr. Ellison, Mrs. Foster-Key, Mr. Hewitt, Mr. Hooker, Dr. Johnstone, Mr. Law, Mr. Parry, Mr. Startin and Ms. Tofts, and Mrs. Taylor (Borough Councillor). One member of the public attended the meeting.

Public Session.

The resident, who lives in Turnpike Way, wanted to make the members aware of the issue of bonfires, particularly during the daytime. The Chairman advised her to keep a diary with dates and times of the incidences and if it is a regular occurrence, to refer it to Environmental Health at the Borough Council. The resident also wanted to know if the Parish Council were aware that the Manydown development would have Traveller sites included. The clerk replied that it was a statutory requirement for large developments to include provision for Traveller sites, and so the Parish Council were aware, but as the current Planning Application is only concerned with road access to the development, there were no indications as yet to where the nine sites would be positioned.

1. Apologies for Absence

Apologies were received from Mr. Bullions and Mrs. Gavin, and from Mr. Golding (Borough Councillor).

2. Minutes of the meeting held on 9th March

The minutes of the meeting held on 9th March, having been previously distributed to all members, were agreed to be an accurate record of the meeting and the Chairman signed the minutes.

3. Notices, Circulars and Correspondence

- a. **Report from the Parish Liaison Meeting on 4th April** – the clerk distributed the report to all members and there were no comments or questions.
- b. **Oakley Ladies Meeting 28th March** – the Chairman and the clerk had been invited to speak at the meeting to inform members of what their roles covered, and what the Parish Council was responsible for.
- c. **Sebastian's Action Trust** – a representative of the Charity had contacted the clerk, because various Oakley charities had raised in excess of £8,000 and he wanted to acknowledge this achievement. The Chairman had contacted the Village Show, to propose that the presentation to the village be made at that event, as it was likely that all the fund-raisers would have a representation at the Show.
- d. **Wates Volunteer Day 7th June** – Wates (who are the developers of the Park Farm site) had offered to provide up to 20 volunteers to do work that will improve the local community. The clearing of the Hill Road to St Johns Road footpath was proposed, as well as some work in the burial ground. Mr. Ellison proposed that the far football pitch at Newfound be considered as the corner needs building up. The clerk was asked to give Wates the details and to find out whether they supply their own equipment, and also ensure that they clear up any waste materials. Wates will further donate up to £500 to a local charity and it was suggested that Oakley Community Association could be the beneficiary and that they could use the money for a village event.

- e. **Hellebores** – a resident had offered to supply and plant 20 plants at the Oakley Lane/St Johns Road junction, but as hellebores have sap that is poisonous, the members asked the clerk to contact her to say they could not use the plants but to thank her.

4. Clerk's Report

The Clerk had distributed her report to all members in advance of the meeting and there were no queries. It was noted that much of the correspondence with residents was still around issues with Virgin Media, and the clerk was asked to request from Virgin details of the % of residents who do take up the service when it is available. It was also noted that the contractors have been very courteous and polite.

5. Planning Matters

Minutes of the Planning Committee meeting held on 6th April having been previously circulated were agreed to be an accurate record of the meeting.

Delegated Authority to the clerk re tree work applications - when the clerk attended the recent Parish Liaison meeting she discussed with other clerks about planning applications and discovered that several parishes have delegated the tree works applications to their clerks, subject to there being no objections by neighbours, and the clerk reporting on any responses at the next Planning Meeting. This was agreed subject to the Standing Orders being amended to include this delegation.

6. Annual Parish Meeting

Members should be at the school for 7pm to help with setting up (although the clerk and Mrs. Bettridge will be there earlier). Mrs. Gavin, Dr. Johnstone and Mr. Law have given their apologies. Mrs. Bettridge or Mrs. Foster-Key will collect cups from the WI, and Mrs. Bettridge will be bringing merchandise to sell at the meeting. The clerk asked for permission to put details of the event on Spotted Oakley and this was agreed.

7. Working Party Reports

All members were asked to complete the form with details of which working parties they would like to be on for the 2017/18 period, and also at what other organisations they would like to represent the Parish Council. These will be reviewed by the Chairman and agreed at the May meeting.

a. Burial Grounds and Churchyard

The Working Party report was distributed to all members in advance of the meeting.

b. Environment

Notice boards – The clerk informed members that the cheque for settlement of the first insurance claim had been received and banked and that Zurich had agreed to accept the second claim but asked for details of what the Parish are doing to safeguard the notice boards in the future. Mr. Ellison suggested that the clerk contact the Borough to find out what kind of material they used for their notice boards, to see if a more resilient material could be used for any replacements.

Allotments – Ms. Tofts and the clerk agreed to visit the allotments in May (date to be agreed) to inspect the plots

Hampshire County Council Grants – the clerk confirmed that she had received a remittance advice from HCC for £2,100 and asked that the WP suggest what this can be used for.

c. **Finance**

Approval of Payments – it was proposed by Ms. Tofts and seconded by Mrs. Bettridge, and agreed by all members, that the following payments be approved:

Payee	Amount	Service	Status
NEST	34.08	Clerk Pension	Paid
EE and T Mobile	17.70	Clerk mobile phone	Paid
HMRC	449.65	March Contributions	Paid
SSE	775.58	Gas Supply for Newfound	Paid
SSE	470.57	Electricity Supply for NF and PH	Paid
Nigel Jeffries	582.79	March Grounds Maintenance	Unpaid
Martin Bastick	406.25	March Handyman Hours	Unpaid
Larkstel	1902.00	March Grounds maintenance	Unpaid
BDBC	304.50	March Grounds maintenance	Unpaid
T Harrington	167.90	March Cleaning	Unpaid
SLCC	76.60	Reference Book for Clerk	Unpaid
BHMA	26.82	Key fobs for Height Barrier Keys	Unpaid
P Williams	92.20	Electrical work at Peter Houseman	Unpaid
John Dollin	149.00	Printing of OVS/APM Fliers	unpaid
W G Shenton	426.00	Service Boilers, install taps	Unpaid
HALC	925.00	Subscription 2017/18	Unpaid
M Bastick	71.92	Handyman Expenses, March	Unpaid

Deane Churchyard Grant – the Chairman informed members that the grass cutting for the Deane Churchyard cost £780 in the previous year, and as the Parish normally provides 50% of the funding, it was proposed that a payment of £390.00 be approved and all members agreed.

Clerk laptop – as the Borough have provided a new projector for use at the Planning meetings, the clerk needs a laptop to utilise it. She also needs to be able to use a portable computer at other meetings. It was approved by all members that up to £700 be spent on the provision of the laptop, and other associated items (security software, bag, MS office suite etc.).

Newfound Compound Lease – this was not on the agenda, but will be discussed and included in the May agenda.

d. **Highways and Transport**

There was no written report, but the Working Party had met.

Compact Roundabout - Mr. Parry informed members that he had received a response from Mrs. McNair Scott the County Councillor saying that the roundabout was not regarded as a priority and that the S106 funds would be spent on other projects. Various alternatives were discussed, including speed controls coming from Oakley Lane, and more Speedwatch patrols in the area. Ms. Tofts commented that the main issue was visibility. Mr. Law said that the speed signs that show your actual speed have a greater deterrent effect than static ones; Ms. Tofts asked if that were verified or anecdotal. Mrs. Blackman said that she believed that the roundabout had been agreed by the County previously, but not carried out because of lack of funding and Mr. Ellison stated that if that were the case, it was unlikely that funding would be available, with all the cuts to budgets that are taking place. Mrs. Blackman proposed that the Working Party prepare a costed response to the County, including the impact of increased traffic flows, to try and get them to reconsider. Ms. Tofts proposed and Mrs. Foster-Key seconded, and the majority of members agreed to make a further request to the County Council. The clerk was asked to clarify the items listed by Mrs. McNair Scott as being the priorities for Oakley.

Scrapps Hill /Newfound – Mr. Parry confirmed that what was required was a Multi user footway but without lighting. A meeting with Borough Councillors was to be set up.

Disabled Parking bay at One Stop – the invoice for £150 was paid and the Borough will advise when the work will be done. Mr. Law asked if the Parish could impose a (say) 2 hour time limit on vehicle parking, but this was not possible.

Beach Arms Lighting – the retrospective planning application has not been registered yet with BDBC. Mr. Law informed members that some of the lights have been modified and this has slightly improved the situation, but there is still an issue. Mr. Law has contacted BDBC enforcement to try and get the application made, so that we can object to it.

e. **Parish Council Governance**

The Draft Social Media policy was distributed to all members before the meeting. The reason it was not being proposed as a final version is that the clerk attended a meeting where the Borough's Social Media director spoke, and when the presentations from that meeting are issued, the clerk will forward to the working party to ensure that all points are covered. She also asked if anyone would be interested in Social Media training, and some members were. It was agreed that a Webmaster be appointed and Mrs. Bettridge was proposed by Mr. Parry and seconded by Ms. Tofts, and all members agreed.

f. **Publicity and Events**

The Working Party report was issued to all members.

2018 Calendars: It was proposed by Mr. Law and seconded by Mrs. Bettridge that the Council purchase 200 calendars and pockets, at a cost of £412 and all members agreed.

Distribution List - the flyers for the APM/Village Show were distributed, and Mrs. Blackman asked members for any feedback on the distribution list to be given to her, or to the clerk.

Jane Austen Bi-centenary: OCA have invited Mrs. Blackman to the next meeting on 20th April to discuss.

g. **Sports and Play Areas**

Report of the meeting with OYFC was issued to all members in advance of the meeting.

Floodlights – Mr. Ellison confirmed that a full check of the electrics at both Peter Houseman and Newfound Pavilions including the exterior floodlights would be done later in the year (Peter Houseman will be 5 years old in November 2017). OYFC have informed the PC that they are looking to replace some of the floodlights at PH; any planning applications will be handled by the football club, but Mr. Ellison has requested that he and the clerk are informed at all stages of the process of what is being proposed, and details of contractors etc.

Trophy for Girls Football Tournament – Mr. Bonner had contacted Mrs. Blackman to propose a cup similar to the one given to the winner of the boy's competition, but Mrs. Blackman preferred the glass trophy given to the Junior School for the Environment project, which was purchased from Jeanette's at Viabes. Mr. Ellison agreed that if the Parish Council are donating the trophy the design should be our choice. Expenditure of up to £120 was agreed by all members.

Strimmer – the handyman had informed the clerk that the strimmer he was using was very old and kept breaking. She proposed to members the purchase of a new strimmer at a cost of £450 including VAT and all members agreed.

8. Reports from Representatives to other organisations

Andover Road Village Hall – there was no meeting

East Oakley Village Hall – Mrs. Gavin was unable to attend the last meeting.

Jubiloaks – Ms. Tofts had provided a meeting report from Jubiloaks, as well as from the Woodlands Group AGM, and these were sent to all members in advance of the meeting.

Village Show Committee – a report of the meeting was circulated to all members.

OCA – the clerk was not able to attend the last meeting.

9. Confidential Items

RESOLVED: that owing to the confidential nature of the business to be transacted, the public and press be excluded from the remainder of the meeting.

Litter Wardens:

Dr. Johnstone had provided a report but as it was not received until the day before the meeting, it was agreed that, to give members time to read it properly and raise queries, it should be held over to the May meeting. The clerk will send out the report w/c April 17th.

Burial Ground:

A report of the history of the Parish Council's efforts to find a suitable place for a burial ground was sent to all members. The current burial ground has only two or three years' left before it is full. The development at Andover Road will involve a contribution from the Malshanger Estate to the Parish and one proposal is to ask if they could donate land rather than money, but as the application is still at Outline stage then it was thought better to wait before approaching them. Dr. Johnstone informed members that a one acre site can hold up to 700 burials (more if there are cremated remains areas). She felt that landowners might be reluctant to donate land, but if they saw an opportunity to make a good return on using land that they cannot build on, they may be more likely to work with the Parish to provide a burial ground, and there is no local natural burial site so perhaps that would be something to investigate. The clerk was asked to contact Tadley Town Council to find out what they did when they recently set up a new burial ground, and also to contact HALC to see if there are any other experiences that we can learn from. Setting up a natural burial ground is not a simple thing, there are many factors to consider (including environmental concerns, and residents feelings about the concept) and so this would be a long term project.

10. DATE OF THE NEXT MEETING - 11TH MAY 2017