

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 14TH FEBRUARY 2019

Present: Mrs. Blackman (Chairman), Mr. Bealing, Mr. Ellison, Mr. Harding, Mr. Hewitt, Dr. Johnstone, Mr. Paler, Mr. Perry, Mrs. Richards, Mr. Startin, Ms. Tofts and Mr. Frost (Borough Councillor). One member of the public attended the meeting.

Public Session

Mrs. Niamh Hutchings came to the meeting, to introduce herself and to meet members. She has since January 2019 been head of the Oakley Infants School, having been deputy head for the last six years. She is a resident of the village, and is keen to work with the Parish Council and other organisations within the village, to ensure that the schools remain an integral part of the structure of Oakley.

Councillor Stuart Frost spoke about the proposal he had made to the Basingstoke and Deane Transport Strategy, in particular the conducting of a feasibility study on the re-opening of the Oakley railway station. Initial impressions are that if the existing platforms can be repaired and reused, the cost will be significantly less than re-siting the station. This would be part of the Manydown Traffic Proposals, and could include a bus to / from Manydown via Oakley, then on to the station which could address the problems with parking. The Parish Council agreed in principle to support the project.

1. Apologies for Absence

Apologies were received from Mr. Bullions and Mr. Law, and from Mrs. Taylor and Mr. Golding (Borough Councillors).

2. Minutes of the meeting held on 10th January 2019

Minutes of the meeting, 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. **Elections May 2019:** Mrs. Blackman confirmed that links to the Borough website were now on the home page of the Parish website, and forms and all relevant information was available for members. There is a meeting on 12th March at BDBC which all members can attend.
- b. **Letter to Virgin Media:** after two letters were sent by the Chairman, a response was received stating that the cost to install broadband and phone to Newfound would be too great to proceed. As employees of Virgin have at two separate public meetings agreed to do this as a gesture of goodwill after all the problems during the project, the members agreed that a further letter should be sent to Virgin, copied to the MP and to Ms. Golding at BDBC. Councillor Frost suggested that LIF funding could be available for supply of facilities to the pavilion should Virgin not honour their previous commitment.
- c. **Use of Twitter / Facebook:** the clerk had a good response to her request on Calling Oakley with over 120 replies. It was agreed that Mrs. Richards and Mr. Paler work with the clerk to ascertain exactly what would be involved in setting up and maintaining a Twitter feed, and whether we could link it to the website

so that any news posted on the website will automatically go to Twitter (and / or to the Facebook page). The findings will be on the March agenda.

- d. **Oakley Bowling Club:** the clerk informed members she had received a letter of thanks from the Bowling Club for the donation of £150.
- e. **Development at Basingstoke Golf Course:** the clerk informed members that Bloor Homes, the developer, had contacted her to ask if they could attend a meeting with the councillors to discuss their scheme. Councillor Frost informed members that no actual outline proposal was as yet with the Borough, and that discussions with the Planning Inspectors had not yet started, so it was agreed to defer the meeting until a definite plan was available for review and comment.

4. Clerk Report

The clerk had distributed her report in advance, and there were no comments or questions from the members.

5. Planning Matters

- a. **Minutes of the Planning Meetings** held on 20th January and 7th February were circulated to all members and there were no comments or queries.
- b. **Manydown Outline Application meeting** at BDBC is on 19th February and Mr. Paler and Mr. Bealing will attend.

6. Working Party Reports

Tenders for Ground Maintenance Contracts: the existing three year contracts expire on 31st March 2019. Tender documents were sent to six local companies. It was proposed by Mr. Hewitt and seconded by Mr. Harding that the Gang Mowing contract be awarded to Scofell Ltd, the Beach Park, Burial Ground, Churchyard and General Horticulture contracts be awarded to Nigel Jeffries, and the Newfound Cricket and Football contracts, and the Peter Houseman Football contracts, be awarded to Larkstel. All members agreed and the clerk was asked to contact successful and unsuccessful tenderers as soon as possible.

Action List: the clerk read through the January action list and working parties updated which items had been completed. It was agreed that the Governance Working Party needed to meet as soon as possible, and the clerk informed members that she had received a communication from the Borough about Code of Conduct training which would also need to be discussed by the Governance WP.

a. Burials and Churchyards

The WP met on 9th February and Mr. Warner attended the meeting. The spoil heap in the Burial ground has now been cleared and there is significant space for extra cremated remains areas, a memorial garden, and also other planting. The two yews in the area will need to be removed. A new fence has been put up by the owners of The Well House. Mr. Warner has submitted rough plans for the area but a detailed plan and tender documents need to be prepared and sent out to at least three contractors as per the Finance Regulations. All members agreed that this should be done as soon as possible.

Wall repairs: the clerk had again contacted Goddard Partnership about the wall repairs but had not received a response. She will continue to chase.

Hawthorn: there is a large hawthorn that has grown through a grave at the front of the churchyard. The PCC asked the clerk to obtain permission to remove it, but

when she contacted BDBC they told her to go ahead and inform them when the works were done. The Mens' Shed will undertake the removal and disposal of the tree.

b. Environment

The Working Party report was issued to all members in advance of the meeting and there were no comments or queries.

c. Finance

Approval of payments: it was proposed by Mr.Parry and seconded by Ms.Tofts and agreed by all members that the following payments be approved:

Payee	Amount	Service	Status
NEST	64.26	Clerk Pension January	Paid DD
EE and T Mobile	18.86	Clerk mobile phone	Paid DD
HMRC	544.38	January Contributions	Unpaid EFT
BDBC	304.50	January Grounds Maintenance	Unpaid EFT
M Bastick	195.00	Handyman Hours January	Unpaid EFT
Larkstel	1878.00	January Grounds Maintenance	Unpaid EFT
Nigel Jeffries	582.79	December Grounds Maintenance	Unpaid EFT
S W Contract Services	2022.00	Works to Burial Grounds	Unpaid EFT
T Harrington	314.50	Dec/Jan cleaning	Unpaid EFT
BT	63.50	Clerk landline phone	Unpaid DD
N Goodyear	258.00	Peter Houseman track	Unpaid
Vision ICT	210.00	Hosting and support	Unpaid
VitaPlay Ltd	126.00	Repairs to rhynomulch Avon Road	Unpaid
Guardwell Securities	243.60	Intruder Alarm service	Unpaid
Peterlee Fire	155.40	Fire extinguisher service	Unpaid

Mr. Startin and Mr. Parry will approve the EFT payments.

The Working Party Report was sent to all members. Mr. Ellison asked that it be recorded that the clerk was to contact Malshanger Estates and request that when works commence on the housing development at the Andover Road site, that a separate water meter is installed at the allotment site.

Burial Ground charges from 1st May 2019: it was proposed by Mr. Parry and seconded by Mr. Bealing that the charges as suggested by the Working Party be adopted and all members agreed.

Electricity and Gas supply contracts for Peter Houseman and Newfound pavilions expire in March(gas) and April (electricity). After extensive research Mr. Ellison obtained quotes from different suppliers, and overall EDF were the most competitive over a three year period. Ms. Tofts proposed, and Mr. Parry seconded, and all members agreed, that Direct Debit mandates should be signed for the new contracts as this obtains the optimum pricing.

Pitch and Hire Fees: the Finance Working party had proposed revised fees for cricket, football and hire of pavilions and/or facilities. Mr. Parry proposed and Mr. Harding seconded that these be accepted, and all members agreed.

Terms of reference and the Finance timetable were distributed to all members and there were no queries or comments.

Internal Auditor: the clerk confirmed that Mrs. Campbell was happy to undertake the role for the year ending 31st March 2019.

d. Highways and Transport

The Working Party report was issued to all members and there were no queries, but Mrs. Blackman asked that Councillor Frost be added to the distribution list. It was agreed that as well as the report on the OTIS deployment, the actual data file be loaded onto the website so that interested parties could review the raw data.

Salt Bins: Mr. Harding agreed to review the bins on his regular walks around the village and let the clerk know if any needed refilling after the recent bad weather.

Beech Tree Close: Mr. Parry raised the issue of the large vehicles speeding in Upper Farm Road. Mr. Harding said that this could be due to the noise of the vehicles, as there are so many parked vehicles along the roadside that it would be unlikely that such vehicles could be exceeding the speed limit but OTIS could be employed there.

e. Parish Council Governance

The clerk had circulated a report of the meeting with Mrs. Taylor and Mr. Golding and there were no queries or comments.

f. Publicity and Events

Service of Remembrance: Mrs. Blackman asked if any members had considered taking on the role of organising the Service of Remembrance, but as none had, she is going to put a request in Link, and the clerk will copy the request onto Calling Oakley and Spotted Oakley FB pages.

Website: the new website has generated much positive feedback, and constructive and helpful suggestions for other items to include, and residents are using the alerts notifications to receive news and notice of events, and of new planning applications, directly to their email.

Village Show: Ms. Tofts suggested that the Parish Council stall at the show should include details of the current status of the Neighbourhood Plan, and also information about OTIS. The clerk asked members to let her know if there were any other ideas. It was agreed that the Parish Council would donate a hamper to the raffle, and that an amount of up to £65 could be spent, to come out of the S137 allowance. It was further agreed that the Parish Council stall could display a yellow daisy as part of the competition for children attending the show.

g. Sports and Play Areas

Working Party report was circulated to all members and there were no comments or queries.

De-fib: Mr. Ellison updated members regarding the defibrillator at Peter Houseman, which is working although the light is currently broken.

Beach Park: the options for the hedge planting in Beach Park were sent out to all members, and the Option B was the one selected and agreed by all members.

Speeding on track from Rectory Road to Peter Houseman Ground: the residents who have homes either side of the track had proposed a sign but the members preferred signage saying "Slow down for children and horses". The clerk was asked to investigate if there was a standard traffic sign that could be used rather than having one specifically made.

PH Pavilion: Members instructed the Clerk to write to the OYFC and request immediate removal of the fridges / freezers and their contents. In addition it was also agreed that the clerk should contact the club and request that any fridges / freezers used to store foodstuffs for the tournament and subsequent awards

ceremony be removed within 10 days of the later event. Any such items not removed will be cleared out and removed.

7. Reports from Representatives to other organisations

- a. **Andover Road Village Hall:** there is a slight roof leak which will be investigated in the next week.
- b. **East Oakley Village Hall:** a meeting is scheduled with the architects in the next week or so.
- c. **Jubiloaks/Woodlands Group:** Ms. Tofts will try to attend the AGM of Woodlands Group as the clerk is not available on 28th February.
- d. **Village Show:** a report was issued to all members. Mrs. Blackman asked if the Parish Council would make up a team for the tug of war, but no members wished to participate.
- e. **OCA:** a meeting report was circulated to all members.

8. Confidential Items

- 9. **Date of next meeting** was agreed to be 14th March 2019.