

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 10TH JANUARY 2019

Present: Mrs. Blackman (Chairman), Mr. Bealing, Mr. Ellison, Mr. Harding, Mr. Hewitt, Mr. Law, Mr. Paler, Mr. Parry, Mrs. Richards, Mr. Startin, Ms. Tofts and Mrs. Taylor (Borough Councillor). Two members of the public attended the meeting.

Public Session

Mr. Burgess spoke, asking members to confirm whether or not the Parish Council wished to go ahead with a Service of Remembrance this year. Ms. Tofts asked if this was time-bound – i.e. for just this year, or going forward. Mr. Ellison suggested that it would be ongoing, until such time as the PC changed its view, and the majority of the members supported that. Mr. Burgess then asked if any members had decided to volunteer to organise the event. There were not, but it was agreed that members would review at the February meeting when they had all had time to read Mr. Burgess's comprehensive list of what needed to be done. Mr. Burgess stated that he would be happy to work with the members to ensure that the 2019 Service goes smoothly. Mr. Ellison proposed a vote of thanks to Mr. and Mrs. Burgess for all the work they had done, which was agreed by all present.

Mr. Statham from Oakley Bowling Club spoke next. He explained that the club is preparing a LIF grant application, which is currently at draft stage. The club has no BDBC funding and spends approximately £5-6k per annum on green keeping alone. They have 132 playing members and are at capacity. They have made a request to the parish for funding for a petrol blower and vacuum. Ms. Tofts asked if they had contacted One Stop regarding funding, and Mr. Statham confirmed they had not, and thanked her for the suggestion. Mr. Ellison informed Mr. Statham that the Parish Council gets frequent requests for funding including private sports clubs and has to balance its limited resources carefully.

1. Apologies for Absence

Apologies were received from Mr. Bullions and Dr. Johnstone.

2. Minutes of the meeting held on 13th December 2018

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) **Visit to coffee and chat:** The chairman and clerk visited the Coffee and Chat group on 19th December where they enjoyed a dance display by two members of the Royal Ballet School who were performing in Nutcracker.
- b) **Letter to Virgin Media:** has not solicited any response to date but the clerk will follow up w/c 14th January.
- c) **Date for Oakley Annual Parish Meeting:** the clerk informed members that if they wished to use the school hall for the meeting the only date available was 23rd April. This was agreed and the clerk will complete the hire forms. It was further agreed that the three ward councillors, the County councillor and MP should be invited to the APM, along with Andy Jones and Daniel White (our PCSO and CPSO respectively), plus representatives from Restorative Justice / Victim support should be invited to speak at the meeting. It was then discussed whether Mr. Fogarty (from Oakley Hall) should be invited to speak, as he has

expressed a willingness to attend to talk about his vision for the Oakley Hall site. Mr. Ellison expressed concern that this would be a presentation on a commercial venture, rather than a purely informative discussion. Mr. Harding and Mr. Parry agreed. Ms. Tofts said that we could be losing an opportunity to work with the group going forward, but the majority of members agreed that Mr. Fogarty not be invited to speak. However, if a separate meeting was held, the Parish Council would be supportive. Mr. Parry asked that an update on the Neighbourhood Plan be included on the APM agenda and the clerk agreed to contact the Borough to obtain the latest Monitoring report. Mr. Harding will do a presentation on OTIS (the new traffic monitoring system) and the clerk was asked to contact Mr. Pryce to see if he could speak on behalf of Watership Down Health.

4. Clerk report

The clerk had distributed her report in advance, and there were no questions or comments. She mentioned that there was a large amount of comment on Facebook about the absence of the school crossing patrol, and residents were asking about a crossing outside the new Co-op and / or a 20 mph zone outside the school. The clerk had advised them to contact HCC directly and also informed them of the new traffic monitoring equipment the PC has purchased which will be able to supply more information to HCC. Ms. Tofts and Mrs. Richards both mentioned the increasing amounts of dog fouling along the footpath from Hill Road to Kennet Way park. Mr. Parry asked about the routing of lorries via Upper Farm Road, rather than Barn Lane, and the clerk confirmed she had raised this but was informed that Barn Lane was not a suitable junction for large vehicles to enter / leave because it was so narrow and sight lines were poor. Mr. Parry also complained about potholes along Upper Farm Road and Rectory Road, due to the large vehicles using these routes to access the Beech Tree Close site, and the clerk agreed to send the details to Mrs. McNair Scott. Mr. Ellison commented that rather than the clerk receiving complaints and forwarding them on, they should be made directly to HCC and it was agreed that the contact details for the complaints be published on the website and in Link. Mr. Parry also mentioned a crane parked in St Johns Road and the clerk said she would contact the police about it.

5. Planning Matters

- a) **Minutes of the meetings** held on 20th December and 3rd January were circulated to all members in advance, and there were no questions or comments.
- b) **Development Control Committee Meeting 9th January:** the application for 17 Sainfoin Lane was discussed. Mr. Hewitt spoke on behalf of the parish, objecting to the application, but it was subsequently approved by the committee.
- c) **Name of road at East Oakley House** was agreed to be Folletts Close.
- d) **Bewley Homes meeting:** at St Leonards on 16th January. The clerk had forwarded the invitation to all members. Mr. Ellison commented that it was important to get confirmation from the new developer about access to the Station Road site (that it had to be via Station Road and not via Rectory Road/FP9 alongside the Peter Houseman Sports Ground).

6. Working Party Reports

Action List: the clerk had forwarded the updated Action List to all members and there were no comments or queries.

WP Meetings: Mrs. Blackman commented that several working parties had not met in January but needed to do so as soon as possible to progress the Action List points.

Tenders for Grounds Maintenance: draft copies of the tender documents were sent to all members, and it was agreed that the clerk could send them out w/c 14th January. It was further agreed that there would be one month allowed for the bids to be returned (in marked envelopes) and that either Mr. Ellison or Mr. Startin be at the clerk's home when the envelopes are opened.

a) Burials and Churchyards

The clerk will chase for a response from Mr. Goddard re the tenders for the repairs to the walls.

b) Environment

Nothing to report.

c) Finance

Approval of payments: it was proposed by Mr. Hewitt 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 December	Paid DD
EE and T Mobile	18.86	Clerk mobile phone	Paid DD
HMRC	558.58	December Contributions	Unpaid EFT
BDBC	304.50	December Grounds Maintenance	Unpaid EFT
M Bastick	182.00	Handyman Hours December	Unpaid EFT
Larkstel	2016.00	December Grounds Maintenance	Unpaid EFT
Nigel Jeffries	582.79	Oct Grounds Maintenance	Unpaid EFT
B Bedford Expenses	80.18	Stationery, refreshments	Unpaid EFT
SSE	138.10	Electric for NF to 31/12/18	Unpaid DD
National Allotment Society	66.00	Annual Subscription	Unpaid
BT	48.79	Clerk landline phone	Unpaid DD

It was agreed that Ms. Tofts and Mr. Startin approve the EFT payments.

Precept and Budget: it was proposed by Ms. Tofts and seconded by Mr. Parry and agreed by all members that the precept for 2019 / 2020 be set at £87,200.00 (a rise of 3%).

Works to Newfound: Mr. Ellison informed members that the new lights at Newfound had not yet had security cages fitted to them, and that this would cost approximately £170 and all members agreed that the purchase be made.

Redemption from CCLA: the clerk requested approval from the Finance Working Party for a redemption of £10,000 from the Money Fund, and this was agreed by all members.

d) Highways and Transport

OTIS: Mr. Harding informed members that the OTIS traffic monitoring equipment was currently set up in Avon Road, and would remain there for two weeks to evaluate whether the closure of Oakley Lane for two days w/c 14th January had any effect on speeding through Avon Road.

Speedwatch: the SID machine and accessories are currently at the clerk's home. No volunteers have come forward to take over the Speedwatch Co-ordinator role. Mr. Harding informed the clerk that SID would need charging and so it might not be suitable to store it at the lockup, but he would advise her of what needed to be done.

e) Parish Council Governance

Mentoring and Induction: the clerk had contacted approximately 30 other local clerks and prepared a report on what other parishes do regarding induction and mentoring of new members, and also targeted recruitment. Ms. Tofts will review the report and although other parishes may not have formal processes, that does not preclude O&DPC from setting one up. Mr. Parry asked what induction would be provided for Mrs. Richards and Mr. Paler, and the Chairman confirmed that a meeting would be arranged with the new members, herself, the clerk and the vice chairman in early February.

Meeting with Borough Councillors: the quarterly meeting with the Ward Councillors is due in February, and the clerk asked members if they had any items to go on the agenda to let her have them as soon as possible.

f) Publicity and Events

Carols at the Pond: £100 was raised at the event, which considering the small turnout due to the weather was a good result, and the money will be donated to the Oakley Mens' Shed as agreed. Mrs. Blackman thanked those members who attended and also those who put up and took down the tree.

Website: the new website is now ready to go live and approval was given by the members that once the technical works to redirect the search results to the new site were done, the Chairman, Vice-Chairman and clerk would be able to select the date to go live. This will be announced on Spotted Oakley and Calling Oakley, as well as in Link.

g) Sports and Play Areas

Working Party Report: was issued to all members in advance of the meeting. Mr. Ellison requested approved for the annual security alarm, fire alarm and emergency lighting checks to be done by Guardwell and the annual gas boiler checks to be done by WG Shenton, and all members agreed. Further, Mr. Ellison asked for approval to delegate to the FWP and SG&PAWP the authority to enter into a contractual agreement for the supply of gas and electricity at Newfound and Peter Houseman (the existing contracts expire 31st March 2019 (gas) and 30th April 2019 (electricity) and all members agreed. Mr. Ellison also asked that the clerk contact Mr. Warner to obtain a quote for tree lopping work at Peter Houseman, and that if the quote is within budget, the Working Party go ahead, and again, all members agreed.

Mr. Ellison informed members of the two meetings held at the Borough in November and December, and particularly the discussions about S106 funding. Both he and Mr. Parry felt that the Borough was not as au fait with the Parish as it should have been and that some decisions were taken with either incorrect or missing information. Further, the approach taken was not always consistent (for example that Upper Farm Road was deemed too far away from Leamington Court to benefit from a grant generated by development there, but development at Beech Tree Close was not directed to Upper Farm Road, which is almost next door to the site, but given to Kennet Way instead). It is important that the Planning

Committee and the Working parties work closely on any new developments that will give rise to an S106 commitment.

Open Space at Beech Tree Close: Mr. Ellison informed members that at the meeting on 20th December, he was made aware of the large amount of open space at the site. He was told by BDBC that the developer had made a legal agreement with a management company to maintain the open space. The clerk said that she had previously contacted both the Borough and the developer to say that the Parish would be interested in discussing the possibility of running this open space. She subsequently contacted the developer and they confirmed that their Company Secretary had a meeting with Vivid (the management company) w/c 14th January and had added this to the agenda. Ms. Boocock (BDBC) advised the PC that 25 years of maintenance should be paid upfront if the Parish does agree to take this on, as that is what the Borough would be charging and that she would assist with calculation if required. Mr. Ellison commented that if this went ahead, it would need to be managed by the whole PC and not just one or two working parties and members agreed.

7. Reports from representatives to other organisations

Andover Road Village Hall: nothing to report

East Oakley Village Hall: nothing to report

Jubiloaks/Woodlands Group: the clerk confirmed that as no Councillor was able to take on the role as representative, she had volunteered. She had asked the Woodlands Group for some advice about planting of hedges at Beach Park.

Village Show Committee: nothing to report

OCA: nothing to report

Newfound Compound: Mrs. Taylor updated members with information about the BDBC review of the discussions with Manydown about the lease of the land at Newfound. The former head of Legal Services has now left, but Mrs. Taylor has arranged a meeting with his replacement and will have this on the agenda.

8. Date of the next meeting was confirmed to be February 14th 2019.