

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 12TH SEPTEMBER 2019

Present: Mr. Parry (Chairman), Mr. Bullions, Mr. Ellison, Mrs. Eydatoula, Mr. Hewitt, Dr. Johnstone, Mr. Paler, Mrs. Richards, Mrs. Smith and Mr. Startin. One member of the public attended the meeting.

Before the main meeting, Mr. Paler gave a brief overview of the database and the rationale behind choosing Ragic, for the benefit of the new councillors. He also gave an update on progress – all members have attended a workshop and **most** have this month been able to access meeting papers via the database.

Public Session

A member of the public attended, to voice her concerns over the speeding, and volume of traffic including large vehicles using Rectory Road to access the Beech Tree Close development. Adequate signage is not in place and some of what there is is hidden in overgrown vegetation along the roadside. The resident asked why the whole of Rectory Road, from the B3400, cannot be made a 30mph limit. Mr. Bullions and Mr. Parry advised that this was a matter for HCC, as the Parish had asked for this speed reduction but HCC would not agree to it. A 30mph sign that used to be outside The Cottage in Rectory Road has been removed, and the clerk will contact HCC to ask for it to be reinstated. The resident asked if a speed camera indicating actual speeds could be deployed, and this will be referred to the Highways working party.

1. Apologies

Apologies were received from Mr. Bealing, Mr. Harding and from Mrs. Taylor (Borough Councillor).

2. Minutes of the meeting held on 11th July 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. **Thank you letter from Oakley Village Show:** the clerk circulated a note from OVS thanking the Parish Council for the donation of a hamper as a raffle prize.
- b. **Christmas Fayre:** The clerk asked members if the Parish would like to have a stall at the Christmas Fayre at St Leonards on 23rd November and they agreed they would.

- c. **Variety Show:** the clerk circulated details about the Mayor's Basingstoke Variety Show, which will be held at the Anvil on October 5th.
- d. **Road names on the Park Farm development:** most members were not in favour of the names proposed by the developer as they had no link with Oakley history. Alternatives suggested were Huntley Road (after the local coach firm), Chestnuts (the previous name of Park Farm) and Church Avenue (as the land was owned by church as glebe land but there is a Glebe Close in Worting). The clerk will forward these suggestions to the Borough.

4. Clerk Report

The clerk had issued her report for August and September in advance of the meeting and there were no comments or questions.

The clerk reminded members she was on annual leave from 20th September, returning to work on Monday 30th September. Mr. Startin agreed to have the cheque book, and Mr. Parry agreed to have the mobile phone and laptop, but if any other members are able to take them for a few days, please let him know. Dr. Johnstone and Mrs. Eydatoula will cover the burial book and database between them, and they will have a short handover session with the clerk on Monday Sept 16th.

5. Planning Matters

- a. **Minutes of the Planning meetings held on 18th July, 8th August, 22nd August and 5th September:** were distributed to all members, and there were no comments or queries.
- b. **Meeting 16th September:** Mr. Parry, Mr. Hewitt and the clerk will meet Borough Council representatives to discuss the Local and Neighbourhood Plans, on Monday 16th September and report back to the October meeting. Mr. Parry asked that Mr. Glasscock and the NP team were kept informed of any updates to the plans.
- c. **Manydown:** representatives of Manydown will attend the October PC meeting to update members on the progress of the planning applications and the development as a whole.
- d. **Co-op:** the application for a liquor licence has been made for the new Co-op store in Oakley Lane.

6. Working Party Reports

a. Burials and Churchyards

- i) **Works to trees:** a limb of one of the large yews in the Churchyard had broken and was dangerous, so the clerk arranged to have it removed at a cost of £120.00 under her authority as it was a health and safety issue.

b. Environment

- ii) Kings Orchard meadow:** the working party has received a quote to clear and reseed the area with grass seed for a total of £580.00 and this was agreed by all members.
- iii) Allotment skip:** it was agreed that a skip for use of the allotment holders should be provided before the end of the month. The clerk will arrange for delivery and will pay for the hire, and Mrs. Richards will co-ordinate with the driver on the day. It was further agreed that the clerk could be reimbursed for the hire cost once the invoice is paid, rather than having to wait for the October meeting.
- iv) Oakley Pond:** the meeting to discuss the works needed, and funding sources, for the main pond is arranged for Friday 20th September. Mr. Harding has seen several contractors and is awaiting formal quotes for the works to be done. Mrs. Richards has been investigating grant sources and the clerk suggested using a LIF grant and will send the expression of interest form to Mr. Harding for his review. It is also important that any residents with expertise in the area are approached, with a view to their co-option on the project if possible. Dr. Johnstone stressed however that it was important to have professional advice rather than relying solely on local knowledge.
- v) Green Week:** the members confirmed that they would like to have a stall at the Green Week event organised by St Leonard's on 28th September, focussing mainly on the village pond.

c. Finance

- i) Approval of payments:** it was proposed by Mr. Ellison and seconded by Mr. Hewitt and agreed by all members that the following payments be approved:

Payee	Charge to Budget	Total Cost	Service	Status
NEST	108.45	108.45	Clerk Pension August	Paid DD
EE and T Mobile	16.14	19.37	Clerk mobile phone	Paid DD
HMRC	570.30	570.30	August Contributions	Unpaid EFT
Scofell	296.66	355.99	August Grounds Maintenance	Unpaid EFT
Zurich Municipal	3097.60	3097.60	Annual Insurance	Unpaid
M Bastick	472.50	472.50	Handyman Hours July	Unpaid EFT
Larkstel Ltd	1848.00	2217.60	Aug Grounds Maintenance and removal/install of sockets	Unpaid EFT

Nigel Jeffries	587.92	705.50	July Grounds Maintenance	Unpaid EFT
T Harrington	198.78	198.78	August cleaning	Unpaid EFT
BT	10.00	12.00	Portable mini hub	Paid DD
BDBC	1.00	1.00	Annual rent for Peter Houseman	Unpaid DD
Vision ICT	55.00	66.00	Biennial Domain fee	Unpaid
J Paler	144.92	144.92	Ragic subscription	Unpaid EFT
BT	42.00	50.40	Office phone August	Paid DD
B Bedford Expenses	126.21	132.52	Aug/Sept Expenses	Unpaid EFT
Broxap	747.00	896.40	Goal posts for Newfound	Unpaid
PKF Littlejohn	400.00	480.00	External Audit fee	Unpaid

Mr. Startin and Mr. Harding approved the EFT payments.

- ii) **Insurance Renewal:** it was proposed by Mr. Ellison and seconded by Mr. Hewitt that the Parish accepts the Insurance renewal quote from Zurich Municipal, as the rate is favourable despite two claims in the last 3 years, and the service offered is very good. All members agreed.
- iii) **Rental for allotment plots:** it was proposed by the Working Party that rents increase for large plots by £1 pa (from £30.00 to £31.00) and for small plots by 50p pa (from £20.00 to £20.50). All members agreed.

d. Highways and Transport

- i) **Working party report:** the report was issued to all members in advance of the meeting and there were no comments or queries.

e. Parish Council Governance

- i) **Accessibility Statement:** the clerk and Mr. Paler prepared the statement and undertook the testing required. The clerk has contacted Hugo Fox to request that for those areas where the website is not compliant, that a resolution is available as soon as possible. Members agreed that the statement should be published in September 2019.

f. Publicity and Events

- i) **Village Show:** the clerk confirmed that merchandise sales at the show raised almost £190.00 and she had been asked for a further supply of teatowels, so the stock levels are significantly reduced.

ii) Service of Remembrance: the clerk circulated the report about the Service that will go in Link next month and all members were happy with it. The wreaths still have to be quoted for and this will be done for the October meeting. The issue of whether to do another leaflet drop to the whole village for the Remembrance Service and the Carols at the Pond was discussed and it was agreed to continue with it for this time, but to review in the spring for the APM and Village Show notifications. Mrs. Richards and the clerk will arrange the flyers and the clerk will contact all the distributors. The clerk mentioned that Cllr. Golding had suggested doing a sponsored advert on Facebook and she and Mrs. Richards will investigate this.

g. Sports and Play Areas

i) Working Party Report: the report was issued to all members in advance of the meeting and members noted all points contained therein. It was proposed that Larkstel Ltd should carry out deep scarification for the cricket pitches at Newfound, at a cost of £667.50 and all members agreed. It was further proposed that a further four chairs be purchased for Newfound meeting room, at a cost of £100.00 and all members agreed.

ii) Avon Road Play area: the occupiers of no 16 Avon Road, that borders the Avon Road play area, have requested that they removed the hedging and replace it with a wooden fence, approx. 1.8m high, which they will maintain. All members agreed with this request, but declined a second request to sell or lease a further area of land to be used as a car port.

7. Reports from representatives to other organisations

a. Andover Road Village Hall: Mr. Hewitt informed members that the piano from the hall is being sold. There has been further work to the gentlemen's toilets at the hall.

b. East Oakley Village Hall: nothing to report.

c. Jubiloaks/Woodlands Group: nothing to report.

d. Village Show Committee: the clerk circulated a report to all members in advance of the meeting.

e. OCA: Mr. Startin prepared and issued a report to all members prior to the meeting.

8. Confidential Items

9. Date of the next meeting is agreed to be 10th October 2019 (Mr. Hewitt will chair as Mr. Parry has sent apologies).