



## **OAKLEY & DEANE PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD ON 13<sup>TH</sup> JULY 2017**

**Present:** Mrs. Blackman (Chairman), Mrs. Bettridge, Mr. Ellison, Mrs. Foster-Key, Mrs. Gavin, Mr. Hewitt, Mr. Hooker, Dr. Johnstone, Mr. Parry, Ms. Tofts and Mrs. Taylor (Borough Councillor).

#### **1. Apologies for Absence**

Apologies were received from Mr. Bullions, Mr. Law and Mr. Startin.

#### **2. Minutes of the meeting held on 8<sup>th</sup> June 2017**

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) **Wates Community Day June 7<sup>th</sup>:** the volunteers from Wates did an excellent job, and have contacted the Parish Clerk to say how much they enjoyed the day.
- b) **Bombay Sapphire Community Day June 27<sup>th</sup>:** the volunteers did a great job in the burial ground and all members that had been to see it commented on what an improvement it was. The clerk has thanked the company and Mr. Hewitt has written an article to accompany the photos he took, which will be in Link next month.
- c) **Transport Forum, July 4<sup>th</sup>:** Mr. Bullions attended and will give a report to the August meeting.
- d) **Chair and Clerk meeting 21<sup>st</sup> June:** a report of the meeting was sent to all members. The chairman informed members that it was a very useful meeting. Ms. Tofts asked about the re-tendering of the waste collection contract as she has experienced issues with the glass recycling collection. It was stated by the Borough that they would be consulting with residents in the autumn.
- e) **Thank you letter from Oakley Infants School:** Mrs. Boutle and the clerk visited the Infant and Junior Schools to see the Environment projects that they had done, on the subject 'Spotted In Oakley'. Ms. Tofts presented both schools with a cheque and the Infant School had sent a thank you letter to the clerk.
- f) **Armed Forces Day:** the Chairman and Mr. Burgess attended the event, on 19<sup>th</sup> June. It was well attended and well planned but unfortunately only a few parishes were represented.
- g) **Mayor's Civic Sunday:** the Chairman and Mrs. Foster-Key represented the Parish. The event was attended by other Hampshire areas, such as the New Forest, but again few local parishes were present.

#### **4. Clerk's Report**

The clerk had distributed her report in advance of the meeting and there were no queries or comments.

#### **5. Planning Matters**

**The minutes of the Planning Committee Meeting** held on 6<sup>th</sup> July were circulated to all members prior to the meeting and there were no comments or queries.

**Co-op:** Mrs. Taylor informed members that she and Mr. Golding would be meeting with the Case Officer to discuss the pre-application advice relating to the proposal for the Co-op to open a store in Oakley Lane.

## 6. Working Parties

1. **Burials and Churchyards** – nothing to report, next meeting will be July 29<sup>th</sup>.

### 2. **Environment:**

**The working party report** was distributed to all members in advance of the meeting.

**Replacement notice boards:** It was agreed that a quote should be obtained from Fitzpatrick Woolmer for a Cavalier notice board to replace the vandalised board in Oakley Lane. The Cavalier is a much stronger board than the original but is more expensive. The Insurers have agreed that we can put the money from the claim towards a different product provided it is more durable.

**Allotments:** Mr. Hewitt proposed, and Mrs. Bettridge seconded, and all members agreed, that O&DPC should provide an 8 yard skip at a cost of approx. £250 to the allotment site, date to be agreed, for the use of all allotment holders. For future years, OAKS and the Parish council will share the cost but will provide a skip annually. Ms. Tofts is reviewing the rules, and also the rents charged on the allotments and this will be on the agenda for the next Working Party meeting.

**Rectory Road Pond:** Mr. Small has agreed that the silt from the pond will be collected by his workmen and spread over his fields. A small area will be left uncleared, which will be used as a bog garden. The clerk is to arrange the work with Mr. Small ensuring that a letter accepting full responsibility for the work and for any potential toxicity of the silt, is all undertaken at Mr. Small's risk. All members agreed that provided such a letter is obtained the work can proceed.

**Deane Bench:** the handyman has been sanding and renovating one of the benches at Deane. It is a hardwood bench and one of the slats needs replacing. To replace with a similar piece of wood is more expensive than using softwood but would not give such a good end result, and all members agreed that we should purchase a hardwood replacement.

**Glass bin:** At the chair and clerk meeting at BDBC, we were made aware that as well as the glass 'box' for recycling there is also a red bin, like a small wheelie bin, which can be purchased from the Borough. This would be easier for the litter warden to use, involve less bending and carrying, and also be less likely to be vandalised. The bins are sold at cost, and currently are £25.67 each. All members agreed that the clerk can purchase one bin.

## 3. **Finance**

**Approval of Payments:** it was proposed by Mrs. Gavin and seconded by Mr. Hooker, and agreed by all members, that the following payments be approved:

<b>Payee</b>	<b>Amount</b>	<b>Service</b>	<b>Status</b>
NEST	37.83	Clerk Pension June	Paid
SSE (Gas)	373.80	Gas for Newfound	Paid
EE and T Mobile	18.13	Clerk mobile phone	Paid
HMRC	511.91	June Contributions	Paid
SSE (Electricity)	291.89	Electricity for Newfound and PH	Paid
BDBC	1.00	Beach Park Rent	Paid
Nigel Jeffries	582.79	Grounds Maintenance June	Unpaid
NBB Recycled Furniture	714.00	Picnic Table for Beach Park	Unpaid
Larkstel	1902.00	Grounds Maintenance May	Unpaid
D Tofts Expenses	50.55	Bedding Plants	Unpaid
S W Contract Services	180.00	Storm damaged tree – removal	Unpaid
Martin Bastick	565.50	Handyman Hours June	Unpaid
John Dollin Printers	594.40	2018 Calendars/welcome packs	Unpaid

Barbara Bedford	329.64	Paving slabs, shingle, batteries, screen	Unpaid
Countryside Art	243.60	Tea Towels	Unpaid
BDBC	913.50	Maintenance of grounds for Apr/May/June	Unpaid
BT	62.95	Clerk Phone	Unpaid
Tina Harrington	80.46	Cleaning June	Unpaid
Martin Bastick expenses	193.05	Handyman expenses	Unpaid

**Newfound Compound:** Mrs. Taylor informed members that despite sending a letter and a subsequent email to James Kelly of Manydown, she had not received a reply to her request for a meeting with Manydown and Bidwells. She has sent a further communication to Ian Monks, who is a more senior member of the Manydown Company and will update members when she has a response.

#### 4. Highways and Transport

**The working party report** was circulated to all members prior to the meeting. At the WP meeting it was agreed that Ms. Tofts should take over as Lead for the working party.

**Speedwatch:** the results of the latest session showed that 10% of vehicles monitored were exceeding the speed limit ( this was at Newfound) – including two travelling in excess of 45 mph. Mr. Harding is preparing a business case re purchase of signs that show speeds – price estimates are between £2385 and £3235 – and identify sources of funding. The clerk informed members that after seeing a posting on Spotted Oakley complaining about speeding she responded and asked if people were concerned, would they like to join Speedwatch and one volunteer has been recruited.

**Traffic Management/calming strategies:** the clerk and Ms. Tofts will organise a meeting with HCC and Ms. McNair Scott to discuss the Pack Lane roundabout, the Scrapps Hill Footpath, the 'wish list' that HCC has for Oakley that does not reflect our actual preferences, and any other related issues.

**Road signs:** all members were asked to take photos (send to the clerk or to Ms. Tofts) of faded or damaged signs, or to notify them of any road signs that need replacement so the clerk can send one list to the Borough.

**MUR Signage:** all members agreed that the request from Jubiloaks re more signs to direct cyclists to the MUR can be progressed; we are currently awaiting a response from Kempshott and from Cycle Basingstoke.

#### 5. Parish Council Governance

**Meeting with Borough Councillors:** the meeting report was distributed to all members and there were no comments or questions.

**Disaster Recovery Protocol:** at the chair and clerk meeting, Mrs. Blackman asked a question about the Borough's disaster recovery plans (DRP) and whether they extended beyond the town itself. It was confirmed that in 2012/13 there had been an exercise with parishes to complete DRP and we requested a copy – as yet not received. Clive Sanders, chair of the Borough Council, agreed that once the Borough's updated plan is published, parishes should use this as a base. Separately, the clerk spoke with SSE during a recent power cut and they mentioned to her their Priority Services Support network – where people who need extra support during a period of power-outage are identified to SSE who will then co-ordinate to ensure they are supported. The scheme is for the elderly, for the very young, for those who have (for example) electric stair lifts, need medication kept a constant temperature – there is no definitive list and it is free to sign up. The members agreed the clerk

could contact SSE to find out more and get some posters and information for the Village Show.

## 6. Publicity and Events

**The Working Party report** was sent to all members in advance of the meeting

**Jane Austen event July 16<sup>th</sup>:** any volunteers please meet at St Leonard's Centre from 2pm.

**Welcome pack:** apart from the printing of the map, the pack is ready to go and will be shown at the Village Show.

**Tea towels and Calendars:** were shown to members and all expressed their approval. The calendars will be for sale at the Village Show.

**Website:** Mrs. Bettridge is still trying to get details of clubs and organisations in the village, so that the website can be a repository for all local information. The clerk will ask First Responders, and Mr. Parry will ask the Football Club, to submit a short article and some photos.

**Act of Remembrance:** it was agreed by all members that the clerk should invite our MP, Kit Malthouse, to the service on November 12<sup>th</sup>.

**Carols at the Pond:** Mrs. Blackman asked for suggestions for the recipients of the collection and Ms. Tofts suggested the Memory Club, and the clerk proposed the Gap at St Leonard's. The Working Party will consider these and any other suggestions.

## 7. Sports and Play Areas.

**The Working Party report** was circulated to all members prior to the meeting.

**Provision of bins:** the clerk has contacted BDBC to confirm when the four new bins, and the replacement bin for Beach Park, will be installed but as yet has no definite date. She will continue to chase for a response.

**Weed spraying:** it was agreed that the clerk should investigate what courses the Borough use to train staff in the use of back pack spraying, and if appropriate suggest that the handyman receives such training at the Parish's cost. She will report back to the August meeting.

**Repairs to Beach Park carpark and PH track:** all members approved that provided the quotations when received are within budget and best value that the SG&PAWP can proceed with the repairs.

**Football pitch at Peter Houseman:** it was agreed by all members that after full discussion with OYFC at the meeting on 17<sup>th</sup> July, should the decision be to go ahead with re-instating a senior pitch at PH with an internal double marked 9 x 9 pitch, that approval was delegated to SG&PAWP to arrange all necessary purchases / services as detailed in the Working Party report.

**Septic Tank at Newfound:** it was agreed that Mrs. Bettridge and the clerk would use Mrs. Bettridge's metal detector to locate the tanks at Newfound, which have never been emptied. The clerk will then contact KLG Services to arrange the emptying of the tanks.

**Meeting with Cleaner:** Mr. Hooker informed members that he and the clerk had met with the cleaner on the afternoon of July 13<sup>th</sup>. Mr. Hooker had explained to the cleaner that by 1<sup>st</sup> September the members expected that both pavilions would have had a full deep clean and would start the new season in as good a position as possible, with one major exception which is high level cleaning, which may need to be done by a contractor. The PC has provided all tools and equipment necessary for the cleaner to obtain the required results, with no increase to the hours needed. Mr Hooker enquired whether any repainting of the NF building had been done since the pavilion was opened in 2004 and Mr. Ellison confirmed it had not, other than spot-painting. Mr. Hooker asked if the temporary sign re removal of boots on the door of Changing Room 2 could be replaced with a steel one, but Mr. Ellison confirmed this

was not in the budget but would be considered for next year. The clerk informed members that the cleaner had asked for a Hoover extension pipe for NF and also for 9 new litter bins as the old ones were rusty and in very poor condition, and all members agreed that she could purchase these.

#### **8. Reports from Representatives to Other Organisations**

**Andover Road Village Hall: nothing to report**

**East Oakley Village Hall: nothing to report**

**Jubiloaks: nothing to report**

**Woodlands Group: nothing to report**

**Village Show Committee:** report was sent to all members. The issue of parking for the Rock Choir at Peter Houseman on the day of the show was discussed by the members and it was agreed that the facility could be used, but that the choir should advise when they will arrive and the gate will be unlocked, then locked again until they are ready to leave, as if it is left open all day members of the public will park there and it will be difficult to clear it to lock it again at the end of the show.

**Oakley Community Association:** the AGM was held on June 22<sup>nd</sup> and the Annual report was sent to all members in advance of the meeting. The chairman commented on what a pleasant evening it was, and that all attending had enjoyed it very much.

#### **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.

#### **10. Date of next meeting**

The date of the next meeting was agreed to be 10<sup>th</sup> August 2017.

The meeting finished at 9.30pm.