



OAKLEY & DEANE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 8TH JUNE 2017

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

Public Session: Penny Brown, the Church Administrator from St Leonards, came to speak to members about the Who Cares initiative, which is being run by different churches and religious groups across Hampshire. It involves a one question survey, asking for people to identify the thing that hurts them most. It is a three phase programme, the first being asking the question (responses are anonymous), the second is to analyse the results, and the third is to respond to them. Penny will come back to the October meeting with the results and the actions that have been agreed.

1. Apologies for Absence:

Apologies were received from Mrs. Gavin, Mr. Hooker, Mr. Law and Mr. Parry.

2. Minutes of the meeting held on 11th May 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. Accounts for year ended 31st March 2017

i. The Chairman explained that the Internal Auditor, Mrs. Campbell had reviewed the accounts and signed the appropriate certificate. She also reminded members that it is a statutory requirement that an Annual Return showing that we are compliant with the Audit requirements has to be completed and approved before being forwarded to the External Auditors. After considering the Annual Governance Statement it was proposed by Mr Ellison, seconded by Mrs. Bettridge and agreed by all members that the Chairman and the Responsible Finance officer (the Clerk) should sign the return and submit it to the auditors.

ii. The draft accounts section of the Annual Return was also reviewed and it was proposed by Mr. Ellison, seconded by Mr. Bullions, and agreed by all members, that the Accounting Statement should be signed and submitted to the auditors.

4. Notices, Circulars and Correspondence

- a) **Wates Community Day June 7th:** Mr. Hewitt took some photographs which the clerk distributed to all members, and he will be submitting them to the Link Magazine and the Basingstoke Gazette. The day was very successful, and the clerk has received an email of thanks from a resident as well as other comments. Wates have said that they all very much enjoyed the day, and received very positive comments from the public while they were working. A formal letter of thanks will be sent from the Parish.
- b) **Bombay Sapphire Community Day:** Mr. Hewitt and the clerk met with a representative from the company in May, and suggested that a possible project could be to work on the Burial Ground, replacing the paving slabs that separate the ashes plots, with small stones. The company agreed that they would be happy to do this work and will give some provisional dates to the clerk for when the work can be done.
- c) **Transport Forum 4th July:** Mr. Bullions will be attending this event.
- d) **Chair and Clerk meeting 21st June:** Mrs. Blackman and the clerk will be attending, and the clerk will be doing a brief presentation on the Paperless Planning initiative.

- e) **Flag Raising Day:** Mrs. Blackman and Mr. Burgess will be attending the event on Monday 19th June.
- f) **Who Cares Hampshire Lunch:** the Who Cares initiative are holding a buffet lunch at Buckskin Evangelical Church on 16th June, and the Chairman and clerk will be attending.
- g) **Blue Plaque for Dr. Harold Gillies:** Mr. Bullions has been approached by a resident to ask if a Blue Plaque can be put up on the house that Dr. Gillies lived in while resident in Oakley. The clerk investigated and as there is already a plaque to the doctor at Rooksdown, this cannot be progressed and Mr. Bullions will inform the resident.

5. Clerk's report

The clerk had distributed her report in advance of the meeting and there were no comments or queries. She updated members with one item, relating to dog fouling at Peter Houseman. She had contacted Daniel White, our CSPO, who informed her that it might be possible to issue a control order at the site, limiting the number of dogs that one person could be responsible for, but at present this was not thought necessary. However, the site has been added to the list of areas to be visited between 10 am and 2pm, which are the most popular times for professional dog walkers to be out with their dogs.

6. Planning Matters

The minutes of the planning Committee meeting held on 1st June were distributed to all members in advance of the meeting and there were no comments or queries.

7. Working Parties

a) **Burials and Churchyards: nothing to report**

b) **Environment:**

Re-instatement of Notice Boards: as the Working Party has not met, this has not been agreed. It will be on the agenda for the next meeting.

Hampshire County Council Grant: to be discussed at the Working Party meeting.

Inspection of Allotments on 24th May: as a result of the inspections, 8 letters were written to plot holders, either requesting that plots be bought into full cultivation or that plots needed to be kept tidy. Two plot holders decided to give up their plots and two more have stated they will give up at the end of the season. The two plots that were given up have been re-let, and there are now 14 names on the waiting list. The second inspection will be 22nd June.

Potential Diversion of FP6: Mr. Law and Mr. Flint met with HCC on 18th May. Malshanger Estates suggested that rather than a permanent diversion, it might be easier and less costly to propose a permissive path, which would only involve cutting the grass to show the line of the change, putting in a new gate, and closing off the old exit. This was put to HCC who agreed it could be done, so Mr. Law will take it forward.

Bench in Memory of the late Connie Hall: Ms. Tofts had written some time ago to the family of the late Mrs. Hall, who had said they would like to erect a bench in her memory. The family had contacted Mr. Bullions to say they would like it on Oakley Lane, near the bus stop outside the school, but Ms. Tofts advised that this was not a good location, as there was no shade, there would be exhaust fumes from the cars using the layby, and the other side of the road was a better site. Mr. Bullions will contact the family to discuss.

Overhanging Vegetation: Ms. Tofts informed the clerk that there were three further properties where overhanging vegetation was impeding the footpath and the clerk will write to the residents.

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	37.83	Clerk Pension May	Paid
EE and T Mobile	18.65	Clerk mobile phone	Paid
HMRC	498.31	May Contributions	Paid
BDBC	1.00	Beach Park Rent	Unpaid

Nigel Jeffries	582.79	Grounds Maintenance May	Unpaid
Tina Harrington	159.17	May Cleaning	Unpaid
Basingstoke Locksmiths	93.64	Door handle at Peter Houseman	Unpaid
Ann Davis	61.99	PPL Licence	Unpaid
Larkstel	1902.00	Grounds Maintenance May	Unpaid
Martin Bastick	630.50	Handyman Hours May	Unpaid
M Bastick expenses	124.89	Handyman expenses April/May	Unpaid
Barbara Bedford	112.23	Wheels for trolley, keys, stationery	Unpaid
Trade UK	122.23	Key safes, hose reels, door wedge	Unpaid
Campbell and Co	420.00	Audit Fee	Unpaid
BT	51.95	Clerk landline	Unpaid (DD)

Newfound Compound: Mrs. Taylor informed members she had had no response to the letter she had written to Mr. Kelly at Manydown, requesting a meeting. She had now sent an email, and if she did not receive a response within a week would contact Mr. Oliver-Bellasis to progress the request.

Purchase of Laptop for Clerk: in April, it was agreed that the parish could spend up to £700 to purchase a laptop for the clerk's use. However, after investigation, the machine that best suited the immediate and longer term needs of the parish was more expensive and so a further £100 was proposed by Mr. Ellison and seconded by Ms. Tofts. It was further agreed by all members that as the clerk would pay for the laptop using her own credit card, she could be reimbursed immediately.

CCLA account subscription: Mrs. Blackman proposed, and Mr. Hewitt seconded, and all members agreed, to make an initial subscription to the fund of £70,000 which would leave approximately £50,000 in the Lloyds bank account to cover any foreseeable payments. The clerk will prepare the subscription form and the cheque, and transfer the funds from the deposit account to the main account when the cheque is sent.

Deane Grant: Mr. Law requested that a grant of £100 be made to Deane for the Jane Austen event to be held on July 29th, and all members agreed.

d) Highways and Transport

Meeting with HCC: it has proved difficult to arrange the meeting to discuss the compact roundabout and other transport issues. At present the earliest date that HCC can do is in September. The clerk has contacted Mrs. McNair Scott to see if she can help to bring the meeting forward.

New Batteries for SID machine: the batteries for the SID machine are no longer holding charge. Mr. Harding has investigated and found the cheapest suitable batteries to be at a cost of £52.80 (before VAT but including delivery). Ms. Tofts proposed that the batteries were purchased, although they were not included in the budget, and it was agreed by all members. It was further agreed that the Working Party include an amount for replacement batteries in future budget proposals.

Street Name Signs: a member of the public had contacted the clerk to ask if he and other residents could repaint some of the road signs as they were very faint. The clerk asked BDBC but as yet did not have a response. Mrs. Taylor said that she would find out who at the Borough was the right contact but that it was unlikely that BDBC would agree that it could be done by residents, and that the council should carry out the work once all the signs that needed repainting were identified.

Speedwatch: Mr. Harding had reported to the clerk that there were significant numbers of cars exceeding the 30mph limit in the Newfound area, and that he had been contacted by concerned residents. He asked if the Parish could borrow a speed indicator machine that shows the speed of each vehicle as this might help. Mr. Bullions agreed to contact Overton as they had recently had one of these machines, and will report back to the July meeting.

No Cold Calling Zones: Ms. Tofts informed members that she had seen signs in Whitchurch stating that it was a No Cold Calling Zone, and asked if such could be proposed in Oakley. It was agreed that the Working Party could take this forward and Dr. Johnstone advised that there was a similar sign in Glamis Close.

e) **Parish Council Governance:** nothing to report

f) Publicity and Events

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

Jane Austen Event: volunteers were requested for the event on 16th July, and Mrs. Bettridge, Ms. Tofts, Dr. Johnstone and Mrs. Foster-Key all said they would help, and Mr. Bullions agreed to provide a cake. The event will be advertised in the July Link magazine.

g) Sports and Play Areas

The **Working party report** was circulated to all members in advance of the meeting.

The **S106 application** for the Cambrian Unit to enhance the play facilities at Beach Park was agreed by all members, and the clerk will submit the formal application to BDBC w/c 12th June.

BMX Track at Beach Park: the date for the formulation of the scheme to revamp the area will be changed to November 2017, but caveated that this will be 'early proposals' only.

Goal posts at Newfound: at a meeting with Larkstel, the company explained that one set of goalposts at Newfound could not be moved and would have to be dug out. The cost was dependent on how much work it took and what condition the posts were in once removed, and it was agreed by all members that this should be done as soon as possible.

Cleaning Contract: a meeting between the cleaner, the clerk and Mr. Hooker will be arranged when Mr. Hooker returns from holiday. There is a mention of the cleaning of exterior glass in the contract, and Mrs. Blackman pointed out that this had not, to her knowledge, been carried out previously and so this will be discussed at the meeting.

OYFC AGM on 3rd July: although neither Mr. Ellison nor the clerk will attend the AGM, it was agreed that the clerk should request a meeting soon after the AGM to go over issues arising from the meeting with Larkstel and also to confirm management structure for the 2017/18 season.

Installation of bins: it was agreed by all members that BDBC can install, at no charge to the parish, 2 new bins at Peter Houseman, 1 new bin at Newfound, and replace 1 bin at Beach Park.

ADHOC picnic table: ADHOC has kindly donated £589 for the purchase of an 8 seater picnic table for installation at Beach Park. It was agreed that the plaque, which we will purchase from Vision Signs, should read 'Presented by ADHOC June 2017 to Oakley & Deane Parish Council.' It was agreed by all members that the colour should be blue, as it is more fitting in a play area, and that a flagged base, larger than the table be put in, and the table secured. It was proposed that the concrete, fixings, plaque and work would cost approximately £170 and all members approved the expenditure.

Football teams playing at Newfound: the clerk and Mr. Ellison have received four requests for teams to play either at Newfound or at Peter Houseman. There is no capacity at Peter Houseman either Saturday or Sunday, but it may be possible that one team could be accommodated at Newfound on Saturday afternoons. Members agreed that the decision as to whether this could go ahead be delegated to Mr. Ellison and the clerk.

Peter Houseman Septic Tank: OYFC reported to the clerk that the toilets and sinks were draining very slowly and the clerk contacted KLG Services Limited, who empty septic tanks. They visited the site on 8th June but were unable, despite two maps showing where the tank was located, to determine the actual location. They will return on Sunday 11th June to use a jet system which will enable them to locate the tank. This will involve extra cost but cannot be avoided, as the tank has to be emptied. The location, once determined will be marked on the site map and also be marked by the placing of a planter tub.

Tree at Avon Road Play Area: the residents of 14 Itchen Close contacted the clerk to say that one of the trees in the play area was uprooted in the high winds and was now in their (and their neighbour's) garden. The clerk went to see the tree and it is too thick

for the handyman to cut so she contacted Simon Warner, who agreed to remove the tree.

8. Reports from representatives to other organisations

Andover Road Village Hall: there was a meeting on 7th June between the Village Hall Committee and Malshanger Estates, where issues including parking were discussed. It was agreed that although the Hall will lose a small amount of land, an equal amount will be given to them and all fees paid by Malshanger Estates. On 24th June there will be a charity concert, and on 15th July there will be the annual OAKS barbeque.

East Oakley Village Hall: next meeting will be on 14th June

Jubiloaks: Ms. Tofts provided a summary of the AGM which was distributed to all members prior to the meeting. It was noted that in the 5 years since the MUR started over 2200 volunteer hours had been worked, with over 750 hours in 2016 alone.

Oakley Village Show: Mrs. Bettridge provided a report which was circulated to all members in advance of the meeting. Preparations are going well for the show on August 12th, and a judge for the cookery classes has been identified.

Oakley Community Association: Mr. Startin issued a report which was provided to all members prior to the meeting. The Sports Weekend was again successful and the date for next year's event was agreed to be 28th / 29th April. Other sports, including rugby, will be considered. OCA will be working with the Parish Council and St Leonards to run the Jane Austen event on July 16th.

9. Confidential Items

10. Date of next meeting was agreed at 13th July. Mrs. Blackman asked for members' availability for a meeting in August if one was required, and there would be a quorum should a meeting (for August 10th) be necessary.

The meeting concluded at 9.40pm