

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON JULY 9TH 2020 via Go To Meeting

Present: Mr. Parry (Chairman), Mr. Bealing, Mr. Ellison, Mrs. Hobden, Dr. Johnstone, Mr. Paler and Mr. Startin, and Mrs. Taylor and Ms. Golding (Borough Councillors).

1. Apologies for Absence

Apologies were received from Mr. Bullions and Mr. Harding

2. Minutes of the meeting held on 11th June 2020

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. Approval for Co-option of Councillor

- a) The clerk confirmed that no election had been requested and the Borough Council has given notice that a member to replace Mrs. Eydatoula may be co-opted.

4. Notices, Circulars and Correspondence

- a) The clerk informed members that she had been contacted by residents concerned that the Oakley surgery was only opening on Mondays and Tuesdays each week (although the website shows it as open 5 days per week). The clerk was asked to contact the Practice Manager to obtain further information and to make a further request to have the website updated.
- b) All members agreed that there should be no meeting in August, and delegated authority to approve payments was given to the Finance Working party, along with heads of working parties. From September onwards, and subject to any guidance from Gov.UK, it is proposed to continue with virtual meetings with an option for members to attend the meeting in person as well.
- c) The clerk had distributed the invitation to the BDAPTC meeting on 30 July and reminded all members to dial in to the meeting.
- d) The clerk informed members that she will be on holiday from 18th Sept returning on 5th October. At the September meeting she will update members with contact details for suppliers, contractors etc, and arrange for the phone and laptop to be held by councillors.

5. Clerk Report

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

6. Planning Matters

- a) Summaries of the comments submitted by the Planning Committee, and the decisions announced by the Borough, were issued to all members and there were no comments or queries.
- b) Oakdown Farm – the clerk sent out the website address for the pre-application survey but advised members that these may be used as a ‘fishing expedition’ so that any issues raised will be covered in the Outline Application.
- c) Manydown – the decision was taken by the Borough Council Development Control Committee to approve the outline application, which was concerned with road access to the site.
- d) The application re Basingstoke Golf Club will be heard at DC on 22 July and the clerk reminded members to dial in to the session
- e) The clerk had informed members of the Outline application re the retirement village at Oakley Hall, and she was asked to publish the application on social media so that residents could be aware of it (normally an application of this size would have a public exhibition but due to social distancing this cannot be arranged).

7. Working Party Reports

It was agreed that while the existing membership of the working parties would continue unchanged, due to the requirement that the Planning Committee have a quorum of 3 and there are now only 3 members, it may be necessary to ask other members to attend Planning meetings.

a. Burials and Churchyards

- a) It was agreed that the clerk should set up virtual meetings with Mr Abel and Mr Fogarty as previously discussed, but the meeting with Mr. Fogarty should be arranged only after the Parish has made its submission regarding the Planning Application for the retirement village.
- b) St Johns Burial Ground: the clerk had received a letter from the PCC informing her of the commencement of the process to close the burial ground at St Johns, and to ask if the Parish would take over the maintenance of the existing grounds. The clerk contacted the Borough Council, who said the Parish would not get any grants in relation to this (as they do for the St Leonard’s grounds), but the clerk spoke with another Borough employee who said that if a quote was obtained, it should be submitted to the Borough for consideration. The clerk will arrange for Nigel Jeffries to provide a quote.

b. Environment

- a) Mrs. Richards circulated a working party report in advance of the meeting.
- b) The clerk had contacted all allotment holders to report incidents of antisocial behaviour
- c) A quote for the repair of the gate at the allotments was received, and Mr. Harding will be obtaining another quote.
- d) The clerk will ask one of the Litter Wardens to return to work at the end of July – the other is still sole carer for his frail and vulnerable mother and is very concerned about avoiding contact with others.
- e) No Cold Calling Zone – this will be progressed in the light of the many reports of door to door salesmen selling shoddy goods without a pedlars' licence .

c. Finance

- a) **Approval of Payments:** it was proposed by Mr. Ellison , and seconded by Mr. Paler, and agreed by all members, that the following payments be made:

Payee	Charge to Budget	Total Cost	Service	Status
NEST	107.89	107.89	Clerk Pension June	Paid DD
EE and T Mobile	16.49	19.79	Clerk mobile phone	Paid DD
HMRC	589.15	589.15	June Contributions	Paid EFT
Scofell	296.66	355.99	June Grounds Maintenance	Unpaid EFT
M Bastick	546.75	546.75	Handyman Hours June	Unpaid EFT
Larkstel Ltd	2895.50	3474.60	June Grounds Maintenance /dog bins	Unpaid EFT
Nigel Jeffries	587.92	705.50	May Grounds Maintenance	Unpaid EFT
M Bastick	119.68	139.13	Expenses May/June	Unpaid
BT	10.00	12.00	Portable mini hub	Paid DD
B Bedford	342.96	411.56	Printer, stationery, MS subscripion	Unpaid EFT
BT	42.50	51.00	Office phone June	Paid DD
J Paler	111.86	114.06	Database/webhosting rental	Unpaid EFT
Roadware	283.50	340.20	3 pole mounted bins	Unpaid EFT
T Harrington	103.37	103.37	June cleaning	Unpaid EFT

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

- b) Clerk printer: it was agreed at the Finance and Governance meeting that the clerk needed a new printer. The one selected was a laser printer, and the cost was £300.00 including VAT. However, two days later the cost rose to £360.00 at the selected supplier, but Amazon had it on special offer at £270.00 so the clerk purchased it. All members ratified the decision.

d. Highways and Transport

- a) Mr. Harding issued a draft copy of his response to the Wates traffic calming proposals. All members agreed it should be published.

e. IT/Governance

- a) Mr. Paler issued a report in advance of the meeting about the IT project team's advances over the last month and there were no questions or comments
- b) Mr. Paler also proposed that the publication of the supporting evidence to justify the recruitment of an assistant to the clerk be done as soon as possible – it was agreed that using the new Link magazine, which will go to each property, would be a way to get the message out to the whole village. Mr. Parry commented that it was important that councillors were aware that the decision could attract adverse comments but that it was a joint decision and was supported by the detailed evidence that Mr Paler had provided.

f. Publicity and Events

- a) It was agreed that the Parish Council had a stall on the 15th August event, and the clerk will have items for sale as well as information leaflets and welcome packs. It was further agreed that the clerk should contact Mrs. Robson to see if the 'welcome jam' could be included on the stall.
- b) The clerk informed members that there is a meeting about a proposed 'Green Week' via Zoom on 20th July and the clerk and Dr. Johnstone will attend.

c) Sports and Play areas

Mr. Ellison issued a **working party report** in advance of the meeting and there were no comments or queries. It was noted that cricket is now able to be played up at Newfound and the wickets will be ready for 18th July.

8. Reports from representatives to other organisations

Andover Road Village Hall: nothing to report

East Oakley Village Hall: nothing to report

Jubiloaks/Woodlands Group: nothing to report

Village Show Committee: nothing to report

Oakley Community Association: nothing to report

Community Kindness: nothing to report

Oakley Support Network: the clerk circulated a report on the OSN. There were no comments or queries.

9. Confidential Items

RESOLVED: that owing to the confidential nature of the business to be discussed, the public and press be excluded from the remainder of the meeting.

10. **Date of the next meeting is 10 September 2020** (this will be a virtual meeting using GoToMeeting but with the option to attend in person at Newfound, subject to current Government Guidance).