



OAKLEY AND DEANE PARISH COUNCIL

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON DECEMBER 08TH 2022

Present: Mr. Harding (Chair), Mr. Aylmer, Mr Bullions, Mr. Rowley, Mr. Startin, Mrs Wain, Mrs. Beere (Clerk) Mrs. Meyer (Deputy Clerk), Mrs. Moody (RFO) and Mrs. Taylor (Borough Councillor)

Public Session

No members of the public attending the meeting.

Parish Council Meeting

1. Apologies for Absence

Apologies were received from Mr. Adams (Vice Chair), Mr. Ellison, Mrs. Hayman, and Mr. Paler.

2. Minutes of meeting held on November 10th 2022

Minutes of the meeting, having been previously distributed to all members, were agreed to be an accurate record of the meeting and the Chair signed the minutes.

3. Circulars and Correspondence

a. HCC The Greening Campaign : Climate change community support (www.greening-campaign.org).

The Greening Campaign has previously been involved in Oakley, through Love Oakley Go Green with Mrs. Wain. Mr. Paler has been in recent discussions with the G.C Chair concerning their involvement with our current sustainability efforts. As such, Mr. Paler requested via the Clerk that this line item transfer to the January 12th '23 meeting whereby a formal proposal will be submitted for review in advance.

4. Clerk/Deputy Clerk Report

The Clerk and Deputy Clerk had issued their report in advance and there were no questions.

5. Planning Matters

Circulated by the Deputy Clerk to all members in advance:

a. Minutes of planning committee meetings held on 03rd November

There were no comments or queries; Signed by the Planning Chair Mr. Rowley

b. Report from meeting held on 24th November (under S101 delegation)

There were no comments or queries.

c. Summary of planning applications and decisions October/November

There were no comments or queries.

d. Basingstoke & Deane Borough Council is running Parish Council Planning Training Sessions via MS Teams. Mr. Adams and Mr. Rowley are attending a session on 12th December.

There were no comments or queries, an update will be given at the January 12th '23 meeting.

e. Propose the Terms of Reference for a working party tasked with making a recommendation as to whether or not the Neighbourhood Plan is reviewed and updated.

Proposed by the Chair, seconded by Mr. Rowley and agreed by members of the council by show of hands. Mr. Rowley will take the lead on the organising the working party.

f. Proposal to write to Kit Malthouse MP asking him to support amendments to the Levelling Up and Regeneration Bill as requested by Basingstoke and Deane Borough Council

Proposed by the Chair, seconded by Mr. Rowley and agreed by members of the council by show of hands.

6. Working Party Reports

a. **Burials and Churchyards - Working Party report:**

All points below were proposed by Mr. Rowley, seconded by the Chair and agreed by members of the council by show of hands:

- i. **(a) To receive and approve for publication the revised webpage which summarises the Parish Council's obligations as Burial Authority**, providing links to the Burial Ground Rules and Regulations and fee structure, to replace the current page on the Parish Council website found at <http://www.oakleydeane-pc.gov.uk/community/oakley-deane-parish-council-6507/burial-ground1/>; and
(b) to instruct the Burial Ground and Churchyard Working Party to review, and amend as necessary, the Rules and Regulations relating to the Oakley & Deane Burial Ground and the Guidance Booklet, such amended Rules and Regulations and Guidance Booklet to be presented to the full Parish Council (acting as the Burial Authority) for approval.
- ii. **To receive and adopt the new fee structure for the Oakley & Deane Burial Ground.**
- iii. **(a) To receive and approve the quotation from Larkstel Ltd dated 10.11.22** for the filling in and re-seeding of the settled graves (£490 plus VAT) in St Leonard's churchyard and the Oakley & Deane Burial Ground; and
(b) to authorise the Burial Ground and Churchyard Working Party to engage Larkstel Ltd to perform a "topple test" on all headstones and memorial stones in St Leonard's churchyard and the Oakley & Deane Burial Ground at a cost of £1 per stone checked and a further £5 per stone found to be unsafe, up to a limit of £500 exclusive of VAT to be paid from the Parish Councils 2022/23 contingency budget.

b. **Environment**

i. **Oakley Sustainability Group - Working Party Report**

a. **Agreement on Sustainability Policy & Action Plan, Projects 6-7**

There were no comments or queries.

b. **Approve the purchase of a Thermal Camera for identifying areas of heat loss at £534.00.**

The Oakley Green Network have been using a Thermal Cameral on loan from BDBC, supporting to date 20 Oakley residents with identifying areas of heat loss in their homes. The council agreed to advertise this service, to gage further interest and determine if we need to purchase or rent a Thermal Camera. Deferred for review at the January 12th '23 meeting.

ii. **Andover Road and Canterbury Gardens Allotments, update**

a. **Request to action Larkstell quote for clearing derelict allotments. Work to be done in January 2023.**

There were no comments or queries. Proposed by the Chair, seconded by Mr. Rowley and agreed by members of the council by show of hands.

b. **Request to refund deposits to departing plot holders 13 & 14**

Mr. Startin confirmed that at the time plot holders 13 and 14 joined the Andover Road Allotments, no deposits were being taken therefore no refund is required. There were no further comments or queries.

c. **Finance**

i. **Approval of payments, November/December 2022**

It was proposed by Mr. Startin that the following payments be made, seconded by the Chair and agreed by members of the council by show of hands:

Payee	Charge to Budget	Total Cost	Service	Status
Scofell Landscapes	296.66	355.99	November Grounds Maintenance	Unpaid EFT
Larkstel Ltd	2,573.33	3,088.00	November Grounds Maintenance/bins/pitch marking	Unpaid EFT
Archers Grounds Maintenance	159.32	159.32	November Beach Park Grounds Maintenance	Unpaid EFT
Nicola Beere expenses	29.31	29.31	Service of Remembrance refreshments and spare key for PH	Unpaid EFT
Helen Meyer expenses	50.72	60.86	Electric heaters for Newfound x2	Unpaid EFT
Stephen Harding expenses	151.42	151.42	Ragic subscription December	Unpaid EFT
The Play Inspection Company	225.00	270.00	Outdoor annual inspection of play equipment	Paid EFT
Gemma Fuller	150.00	150.00	Trumpeting services at Service of Remembrance	Paid EFT
Dennis Barber	77.25	77.25	Wreaths for Service of Remembrance x 3	Paid EFT
St Leonard's Centre	234.00	234.00	Hire of office space in September and October	Paid EFT

ii. **Forecast 2022/23 and Budget 2023/24 review**

Further discussions concerning the budgets will be continued at the January 12th '23 meeting, as there are a few areas of predicted/requested spend that require additional investigation.

d. **Highways and Transport – Working party report**

i. **Request for authority to purchase speed indication device from Traffic Technology Ltd using funds requested in 2022 - 2023 budget.**

Circulated by the Chair to all members in advance. There were no comments or queries other than to confirm this will be a rechargeable battery-operated system. Due to the expense, it was then proposed by the Chair to move the spend into the 2023/24 forecasted budget; seconded by Mr. Rowley and agreed by members of the council by show of hands.

e. **IT Project – Working party report**

a. **Proposals for a satellite broadband connection to our Newfound Pavilion, to include a request for authorisation to purchase using grant awarded funds.**

Circulated by Mr. Paler to all members in advance. Decision was deferred as part of the 2022/23 forecast and 2023/24 budget review at the January 12th '23 meeting, due to the identified monthly charges that would then be incur upon installation.

f. **Parish Council Governance**

i. **Strategy Meeting 19th November 2022, outcome review:**

a. **Propose PC establish a task group to investigate meeting, committee & working party structures.**

There were no comments or queries; Mr. Rowley to lead in forming the task group.

b. **Propose that the PC establish a task group to investigate existing community facilities and possible future options.**

Proposed by the Chair, seconded by Mr. Rowley and agreed by members of the council by show of hands. To be reviewed at the January 12th '23 meeting.

c. **Review proposal to support NALC Make a Change campaign (although also under Community Engagement)**

Proposed by the Chair, seconded by Mr. Rowley and agreed by members of the council by show of hands to support and roll out the NALC Make a Change campaign.

d. **Review proposal on NALC Local Council Awards Scheme, including £50 registration fee.**

Proposed by the Mr. Rowley, seconded by the Chair and agreed by members of the council by show of hands.

e. **Review election information from BDBC**

Proposed by the Mr. Rowley, seconded by the Chair and agreed by members of the council by show of hands, with all necessary 2023 deadlines to be identified/adhered to.

g. Community Engagement – Working party report.

Circulated by Mr. Rowley to all members in advance. All points below were proposed by the Chair, seconded by Mr. Aylmer and agreed by members of the council by show of hands:

- i. **Receive the working party report covering Remembrance, Christmas Market & Carols at the Pond.**
There were no comments or queries.
- ii. **Request approval to support the NALC Make a Change campaign**
<https://www.nalc.gov.uk/elections>
There were no comments or queries.
- iii. **Request approval for Carols donations to go to Woodlands Group and Oakley Sticher.**
There were no comments or queries.
- iv. **Request approval to advise Methodist Church to submit a bill for Christmas Tree electricity usage.**
There were no comments or queries.
- v. **Request approval to meet with youth worker from St Leonards regarding future youth engagement projects**
There were no comments or queries.
- vi. **Request approval to open discussions with Neighbourhood Watch groups and Area Co-ordinators regarding Oakley Neighbourhood Watch**
There were no comments or queries.

h. Sports and Play areas – working party report

Circulated by Mr. Ellison to all members in advance, there were no comments or queries. All points below were proposed by the Chair, seconded by Mr. Aylmer, and agreed by members of the council by show of hands:

- i. **Request the purchase of salt pellets for water softeners in both the Newfound and Peter Houseman sports pavilions.** 10 x 25 kilo bags of salt pellets (normal use over 2 years), supplier: Just Salt, Basingstoke. Budget available: £70 (£35 allocated per pavilion) however due to recent increases the total cost is expected to be closer to £100.
- ii. **Request approval for Guardwell Securities (PC contractor) to undertake the annual statutory inspection of the fire and security alarms at Newfound and Peter Houseman pavilions on the 09th January '23.** Budget available: £350 (£175 per pavilion) which allows for any maintenance or new battery packs if necessary following inspection.

7. Reports from representations to other organisations

a. Andover Road Village Hall

Mr. Bullions; Nothing to report

b. East Oakley Village Hall

Mr. Adams; Nothing submitted in advance to report.

c. Oakley Green Network

Circulated by Mrs. Wain to all members in advance, there were no comments or queries. The OGN Logo, pitch and next early Q1 2023 OGN event continues to be under development, and will be reviewed at a meeting with Reverend Ben and supporting members of the PC on the 15th December '22.

d. Oakley Community Association

Confirmed by Mr. Startin; the OCA have closed on a successful year, supporting with Carols at the Manor with raised £550 For Sebastian's Action Trust on Wednesday 7th December '22.

e. Ukrainian Refugee Action

Mrs. Hayman; Nothing submitted in advance to report.

8. Date of the next meeting

January 12th 2023 at the Newfound Pavilion provided COVID restrictions allow face to face meetings at this time: