

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 8TH FEBRUARY 2018

Present: Mrs. Blackman (Chairman), Mr. Bealing, Mr. Bullions, Mr. Ellison, Mrs. Gavin, Mr. Hewitt, Dr, Johnstone, Mr. Law, Mr. Parry, Mr. Startin, Ms. Tofts and Mrs. Taylor (Borough Councillor). One member of the public attended the meeting.

1. Apologies

Apologies were received from Councillors Golding and Frost (Borough Councillors).

2. Minutes of the meeting held on 11th January 2018

The 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) **Date of Annual Parish Meeting and attendees:** the clerk confirmed with Oakley Junior School that the election on 3rd May would not interfere with holding the meeting on 2nd May, so the date was agreed. So far, the following guests have confirmed they will attend: Daniel White (CSPO), Andy Jones (PSCO), Anna McNair-Scott (County Councillor), Borough Councillors Diane Taylor, Rob Golding and Stuart Frost, and Andrew Reynolds and Jess Harris from Manydown.
- b) **Thank you from former co-opted member:** the clerk circulated a card from Mrs. Boutle who was previously a councillor, and then a co-opted member of the Environment Working Party who has now left the village.
- c) **Thank you from Scouts and Guides Committee:** the clerk circulated a letter from the Scouts and Guides Premises Committee thanking the Parish Council for the donation of monies raised at Carols at the Pond in December 2017.
- d) **Vacancies on Parish Council:** the clerk confirmed that the Borough had not been asked to call an election and therefore the Parish could co-opt to fill both vacancies. To date, one member of the public has expressed an interest and attended the meeting to observe.
- e) **Letter of support for Kennet Way Revamp:** the LIF application was submitted in January and the clerk (with the approval of the chairman) provided a letter of support in principle for the scheme, and the clerk issued a copy of the letter to all members in advance of the meeting.

4. Clerk's report

The clerk had distributed her report in advance of the meeting and there were no queries. Ms. Tofts informed members that over the next months, there would be articles in Link showing which statutory body was responsible for what (ie roads, litter etc) along with contact details for each, and requests that residents contact these bodies directly rather than calling the clerk to do it on their behalf.

5. Planning Matters

- a) **Minutes of the Planning Committee Meeting** on 1st February were sent to all members and there were no comments or queries.

- b) **18/00127/HSE re 22 Beech Tree Close:** as this decision was not taken at the Planning meeting due to technical difficulties, it was deferred to the main meeting. Members had no comments and no objections to the application.
- c) **Park Farm Outline Application:** Mrs. Gavin attended the DC meeting on Wednesday 7th February and spoke on behalf of the Parish Council. The application was approved by the Development Committee. It was agreed that the issue of a footbridge alongside the railway bridge was something that needed to be included in the Andover Road application, and Mrs. Gavin asked for approval to contact Network Rail to start the discussions, and all members agreed. Also, sources of funding needed to be identified for the project. It was further agreed that Wates could use Mrs. Gavin's comments in their press release as these were already in the public domain.
- d) **Response to motion from Church Crookham PC:** as agreed at the last meeting, the clerk prepared and sent a response to Church Crookham and to HALC in support of the motion about maintenance of residual on site parking when determining on-site changes (not applicable to new build applications). The clerk had circulated her response to all members in advance of the meeting.

6. Working Parties

Mrs. Blackman advised that it was standard practice for Vice-Chairman to be a member of the Governance WP, and so proposed that Ms. Tofts should join the WP with immediate effect, and all members agreed. Mrs. Blackman then informed members that Mrs. Bettridge had agreed to be a co-opted member of the Publicity and Events Working Party, looking after merchandise, and that the clerk had confirmed with the insurers that the stock was covered under the policy at Mrs. Bettridge's address. Members thanked Mrs. Bettridge for volunteering to do this role.

a) Burials and Churchyards

- i) **The Working Party Report** was issued to all members in advance of the meeting.
- ii) **Gate repairs:** the estimate from PT Lock for £200 to repair the gate at the churchyard was approved by all members
- iii) **Increased capacity for cremated remains interments:** the quote from Simon Warner for six extra cremated remains areas, being £300 was approved by all members.
- iv) **Church Walls:** it was agreed that a full structural survey be commissioned, with a risk assessment, to ascertain the risk of collapse and permanent damage to the walls. Mr. Bealing will ask his colleague to submit a written report and the clerk will use the 'Round Robin' facility to obtain recommendations from other local parishes.

b) Environment

- i) **The Working party report** was sent to all members in advance of the meeting.
- ii) **Footpath 6:** it was agreed by all members to obtain quotes for signage for the re-routed section of FP6.

iii) **Bench Policy:** Mr. Parry proposed, and Mr. Hewitt seconded, that the the draft wording be accepted, and all members agreed. The WP will prepare appendices and present a final version for the next meeting. Mrs. Blackman asked members to consider where they might like to see benches positioned.

iv) **Sponsorship of Jubilee Flower bed:** the work on the bed has been done and it looks much improved. OCA agreed to sponsor the bed, to a maximum of £15 per month, and the clerk was asked to speak with the handyman to confirm what work he thinks it would take to keep the bed in good condition (weeding, watering, tidying etc) to see if that sum is sufficient.

v) **Parish-owned Land at Kings Orchard:** Kew Gardens are offering ten packs of wild flower seeds free of charge to any qualifying body, and the PC appears to meet the criteria. The cubs, Jubiloaks and residents of Kings Orchard would help to plant and tend the wild flower meadow. All members agreed to progress this.

c) **Finance**

i) **Approval of Payments:** it was proposed by Ms. Tofts and seconded by Mr. Parry, and approved by all members, that the following payments be approved:

Payee	Amount	Service	Status
NEST	37.83	Clerk Pension January	Paid DD
EE and T Mobile	18.13	Clerk mobile phone	Paid DD
BT	55.37	January Landline	Paid DD
SSE	298.44	Electricity NF and PH	Paid DD
BDBC	304.50	January Grounds Maintenance	Paid EFT
P Williams	161.55	Electrical repairs at NF	Paid
HMRC	498.51	January Contributions	Paid EFT
National Allotment Soc	67.00	Annual Membership	Paid
WG Shenton Ltd	54.00	Leak at Newfound	Unpaid
Fitzpatrick Woolmer Ltd	3823.20	New notice board	Unpaid
Guardwell Securities	243.60	Annual service contract	Unpaid
M Bastick	357.50	Handyman Hours	Unpaid EFT
M Bastick	102.59	Handyman Expenses	Unpaid EFT
B Bedford Expenses	89.99	Litter Trolley	Unpaid EFT
T Harrington	202.90	January Cleaning	Unpaid EFT
Larkstel	1956.00	January Grounds Maintenance	Unpaid EFT
Nigel Jeffries	582.79	January Grounds Maintenance	Unpaid EFT

ii) **Vitaplay:** Mr. Ellison informed members that the cheque for work done by Vitaplay in December had not yet been released, as the removal of the rocker and replacement with the Moon Rider unit had not yet been done. It was agreed that the clerk should wait one more week, then contact Vitaplay and ask for a credit note for the initial invoice and a new one for just the spica unit, which can then be paid immediately.

d) Highways and Transport

i) **The Working Party report** was issued to all members in advance of the meeting.

ii) **New Speedwatch sites:** no members had any suggestions for new sites, mainly because either the roads were not suitable due to speed limits, or there was nowhere to position the unit. When the new Speedwatch machine is purchased, sites will not need to be approved by the Police which will greatly increase the locations that sessions can be held.

iii) **Lengthsman scheme:** the clerk confirmed she had registered our interest with HCC, and was arranging a meeting with Ms. Tofts and the cluster parish lead (Pamber PC) who will invite the lengthsman to join the meeting. A decision on whether HCC will continue to fund the scheme is to be taken in March.

iv) **Communication from resident re B3400 traffic issues:** the clerk received an email from a resident expressing concerns about traffic, both speed and volume, along the B3400 and asking for traffic cameras, a reduced speed limit, and a removal of HGVs along the road between Station Road and Wootton St Lawrence. Ms. Tofts responded to the resident advising her that HCC and the police determine speed limits, and it is unlikely that cameras could now be installed, but informed her that the County Councillor will be attending the Annual Parish Meeting and that she can question her directly at that time.

e) Parish Council Governance

i) **GDPR course:** the clerk will attend on 20th February and report back to the March meeting.

ii) **Bramley IT project:** held over to the March meeting

iii) **FOI Code of Conduct:** the clerk had circulated her response to the consultation to all members before the meeting and there were no comments.

f) Publicity and Events

i) **The next meeting** will be on Monday 12th February at 2.30 pm at 2 Sunnymead and all members are welcome to attend.

g) Sports and Play Areas

i) **There was no formal Working Party Report** but Mr. Ellison informed members that the annual service on alarms had been carried out by Guardwell as agreed in January, and that the boiler servicing was scheduled for March 2nd. The clerk informed members that she had obtained the cost of the pesticide handheld appliance courses, and the training itself cost £440.00 plus paying for two days of the handyman's time, so she had asked Nigel Jeffries, whose operatives have the qualification, to quote for doing some spraying when necessary, and would update members when she had prices.

ii) **Use of Newfound by North Waltham FC.** Mr. Ellison declared an interest (his grandson plays for North Waltham and his son-in-law is assistant manager) and left the room for the discussion. Minutes of meetings with Oakley Youth FC (OYFC) and North Waltham FC (NWFC) had been circulated to all members in advance of the meeting. Mr. Parry explained that Mr. Ellison had received a request from NWFC for their under 15's boys team to play at Newfound on Saturday 20th January, and subsequently they had completed an application to play all their remaining home games for the 17/18 season at Newfound.

Mr. Parry said that OYFC did not have exclusive use of the pitches, but Ms. Tofts asked why in September, Mr. Ellison had reported that requests from other teams to play on Saturday afternoons had been refused because of potential clashes with OYFC use. Mr. Parry agreed that going forward that should not happen, and that if the pitch is available it can be used by any team. Mrs. Blackman pointed out that OYFC had a long history in the parish, and had contributed funds to not only the PC but to other local organisations, and that they should retain priority if there is a clash - this is especially relevant at the end of the season where there are often 'catch up' fixtures where games have been cancelled due to bad weather or cup matches taking priority over league fixtures. Ms. Tofts asked why the North Waltham local pitch (Cuckoo Meadow) was not being used, and Mr. Parry was not sure, but thought the pitch was not well maintained and was not suitable for use through the wetter, winter months. Ms. Tofts also raised the question of parking, and Mr. Parry confirmed there will be issues as there are currently. Mrs. Blackman pointed out that at the moment there is only one home team and one away but when North Waltham play, it will be two away teams, thereby increasing the parking requirements and car sharing must be requested to try and alleviate the issue.

It was proposed that NWFC use the west pitch at Newfound (unless advised otherwise by the groundsman), kicking off no earlier than 11.45 am on Saturday, and that any midweek matches, or training, be agreed with OYFC, with OYFC retaining priority over the pitches. The majority of members agreed to this proposal and the clerk was asked to notify both teams.

NWFC had also asked for confirmation that they could use Newfound for the 18 / 19 season, by end of March 2018, but this was not agreed but would be considered once OYFC teams and requirements for next season were established.

Mr. Ellison rejoined the meeting.

7. Reports from representatives to other organisations

- a) **Andover Road Village Hall:** nothing to report
- b) **East Oakley Village Hall:** Mrs. Burgess has kindly agreed to provide a report to the Parish Council from the quarterly meetings of the Hall Committee
- c) **Jubiloaks:** nothing to report
- d) **Oakley Woodlands Group:** Ms. Tofts will attend the AGM on 15th March

- e) **Village Show Committee:** a report was issued to all members in advance of the meeting.
- f) **Oakley Community Association:** a report was circulated to all members prior to the meeting.

ADDENDUM TO THE MINUTES, AGREED AT THE MEETING ON 8TH MARCH 2018

Following the distribution of the draft Parish Council February meeting minutes, Mr. Ellison wrote to the Chairman. He expressed concern about an **incorrect statement** attributed directly to him in item 6 g ii. A detailed correction will be given by Mr. Ellison when the March 8th Parish Council agenda item 7 g ii is discussed.