

MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON 13TH DECEMBER 2018

Present: Mrs. Blackman (Chairman), Mr. Bealing, Mr. Bullions, Mr. Ellison, Mr. Harding, Mr. Hewitt, Dr. Johnstone, Mr. Law, Mr. Parry. Mr. Startin and Ms. Tofts. Two members of the public attended the meeting.

1. Apologies

Apologies were received from Mrs. Taylor and Mr. Golding (Borough Councillors).

2. Co-option of New Councillors

Ms. Tofts proposed, and M. Hewitt seconded, that Ms. Katy Richards be co-opted to the Parish Council, and all members agreed. Mr. Harding proposed, and Ms. Tofts seconded, that Mr. John Paler be co-opted to the Parish Council, and all members agreed. There followed a brief introduction from the existing councillors, explaining what they did, and a warm welcome was extended to the two new members.

3. Minutes of the meeting held on 8th November 2018

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.

4. Notices, Circulars and Correspondence

- a) **HALC AGM:** the clerk and the Chairman attended the meeting and a report was circulated to all members. Mr. Ellison commented that any requests to the new HCC Infrastructure funding grants would need to be done via the Parish Council as a whole and not by individual working parties. Mr. Parry asked if the funding was annually renewable and the clerk agreed to contact HCC to confirm whether this was the case.
- b) **Request from Bowling Club for support for LIF grant:** the Bowling Club, who play at Malshanger, have approached the PC to request support for a LIF grant, and the Parish is happy to provide an in principle support statement. They have also requested funding via a S137 grant but the clerk explained that the funding is limited to specific purchases and not for on-going maintenance and the Bowling Club are working to identify an item that they would like to propose.
- c) **Notice Board in St. Johns Piece / Hill Road:** has been erected. There are plans to replace the notice board at Fox Lane bus stop in 2019.
- d) **Name of road at Brickells Yard site:** has been agreed to be Mendip Mews.
- e) **Seat dedication in Oakley Lane:** a bench at the layby outside the school in memory of Connie and Arthur Hall was dedicated on November 26th at a short service led by Brian Rich. The Chairman, the clerk and Mr. Bullions all attended the service.
- f) **Letter to Virgin Media:** as no response has been received from Virgin Media about the agreed installation of broadband at the Newfound pavilion, a draft letter was circulated to members in advance of the meeting, and all members agreed it should be sent to the Chief Operating Officer.
- g) **Patient Participation Group:** following the unsatisfactory initial response from the PPG, Dr. Johnstone and the Chairman, and the clerk, spoke with Mr. Pryce who is a member of the PPG. Dr. Johnstone commented that there are ongoing issues, such as why only 1/3rd of residents appear to be

registered with their local practice, and the CCG needs to respond to this. There are still issues with IT and patient access. It is important that the Parish Council has an open and honest relationship with the practice as health and social care provision is a vital part of the Parish especially with the aging population. It was agreed that the clerk should write to the Chief Officer of the CCG asking how the Parish and the PPG can work better together, and that either Dr. Johnstone or Mr. Parry (or both) should attending the January open meeting of the CCG.

5. Clerk Report

The clerk issued her report in advance of the meeting. She explained that the process for reporting issues with Beach Park recycling centre had changed, and that it was not regarded as fly-tipping but needed to be referred to Hart District Council to be cleared by their contractors instead. Members noted the increased incidences of illegal dumping of both green waste and household rubbish at Beach Park. Mr. Law commented that it was part of the Parish's responsibility to put pressure on HCC to keep the waste tips open longer, and for them to be free of charge, as this was a contributory factor to the rise of illegal dumping. However, in times of budget constraints, other members felt that Basingstoke and Deane was well served for recycling facilities at present.

Mr. Ellison commented on the issues with the track from Rectory Road to Peter Houseman playing field. The issues have been forwarded to OYFC, and they, the Sports and Play areas Working Party and the residents affected are working together to propose an agreed approach to this problem.

Mr. Parry raised the issue of Beech Tree Close and the damage to road surfaces by the heavy vehicles. The clerk was asked to contact HCC as Foreman Homes did not accept responsibility for the damage. Mr. Parry also asked why deliveries to site were routed up Upper Farm Road (and therefore past the children's play area) rather than via Barn Lane. The clerk was asked to contact BDBC to request clarification on why this route was selected.

6. Planning Matters

- a) **Minutes of meetings held on 15th November and 6th December:** were distributed to all members and there were no queries or comments.
- b) **32 Oakley Lane:** Ms. Tofts and the clerk attended the DC meeting on 12th December. Ms. Tofts spoke on behalf of the Parish Council. The application was approved subject to a revised and acceptable solution to the provision of an accessible parking space at the site. It is understood that once this is resolved building will commence very quickly.
- c) **Park Farm site:** has been sold by Wates to Bewley Homes.
- d) **Oakley Hall Outline application:** has been submitted. Members of Cove Homes and The Fogarty Group are attending a meeting with the Planning Committee at Newfound at 10am on Thursday 3rd January 2019.

7. Working Party Reports

Action List: the clerk asked if there were any queries with the Action List which is sent out with the minutes and all members concurred there were none.

Community Action Plan: it was agreed to defer the discussion to the January 2019 meeting.

a) Burials and Churchyards:

- i) **Spoil Heap:** the clerk confirmed that Mr. Warner would be working on the spoil heap as soon as possible.
- ii) **Paths:** following a complaint about the paths on the southern side of the church being slippery, the clerk spoke with the contractor and they have sprayed them with weed and moss killer.
- iii) **Church Wall:** the clerk has contacted The Goddard Partnership re the tender documents and will chase for a response.

b) Environment

- i) **The Working Party Report** was issued to all members in advance of the meeting. The issues re the Lengthsman scheme will be discussed at the next WP meeting.
- ii) **Bench Policy:** was approved and will be added to the website.
- iii) **Main Pond:** BDBC have been very supportive and are arranging for a contractor to visit the site and give a ball-park costing. Members agreed that the slurry and water from the pond should be removed from the site even if it increased the overall cost of the project. Mr. Parry asked if the new HCC grant scheme could be a possible source of funding for the project and Ms. Tofts said it could be, but an estimate needed to be obtained before any applications could be generated.
- iv) **Peace Park:** Jubiloaks have set out a plan for a (future) area to be designated as park land. The Parish Council are in favour of the scheme in principal and would welcome more information from Jubiloaks as the scheme progresses.

c) Finance

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

Payee	Amount	Service	Status
NEST	64.26	Clerk Pension November	Paid DD
EE and T Mobile	18.86	Clerk mobile phone	Paid DD
BT	66.19	November Landline	Unpaid DD
HMRC	558.58	November Contributions	Paid EFT
BDBC	304.50	November Grounds Maintenance	Unpaid EFT
M Bastick	364.00	Handyman Hours November	Unpaid EFT
Larkstel	2016.00	November Grounds Maintenance	Unpaid EFT
G Elkin	8.00	Connectors re lights	Unpaid EFT
Nigel Jeffries	582.79	Oct Grounds Maintenance	Unpaid EFT
T Harrington	205.22	November Cleaning	Unpaid EFT
S Harding	46.80	Jubilee Clips for SID	Unpaid EFT
SW Contract Services	1224.00	Pond, Willow and Ash Tree works	Unpaid EFT
SSE	502.20	Gas for NF to 19.11.18	Unpaid DD
SSE	48.67	Electric for PH to 22.11.18	Paid DD
Trade UK	28.99	Key Safe	Unpaid
Fitzpatrick Woolmer	4003.20	Notice Board	Unpaid
N Goodyear	96.00	Removing and disposing of poles	Unpaid
PWLB	4942.30	Loan repayment	Paid DD
M Bastick	123.55	Handyman Expenses November	Unpaid

It was agreed that Mr. Parry and Ms. Tofts approve the EFT payments. Mr. Ellison commented that Nigel Jeffries were in breach of their contract as they had not done the required works at Beach Park on the hedges around the tennis courts or the skate park, and the clerk agreed to chase this up. It was agreed that the payment for October be made, but that the November one not be approved until the works at Beach Park were satisfactorily completed.

- ii) **Audit Confirmation:** the clerk confirmed that she had received the Audit confirmation from KPG Littlejohn for the 2017/18 Financial Year and there were no issues raised.
- iii) **Precept and Budget:** the FWP had circulated the draft precept which was for a total of £87,200 (being a 3% rise). All members agreed but the final precept request will be signed off at the January meeting.
- iv) **Redemption from Money Fund:** the clerk informed members that a redemption of £15,000 was made from the fund in December.
- v) **Expenses/allowances:** at the Working Party meeting it was agreed that the WP recommends continuing to pay expenses for mileage outside the village (to attend meetings etc) but not the payment of an allowance. Members discussed the issue and a majority agreed with the WP approach.
- vi) **European Money Fund Legislation:** the clerk explained that all Money Funds resident or operating in the EU would be required to follow new legislation which will be adopted in early 2019. The main point of the legislation is to cover any future financial uncertainty as was experienced in 2008. Should a certain trigger be reached on weekly liquidity or daily net redemptions, fees or limitations may be mandatory. The CCLA fund the Parish uses is still AAA mmf rated by Fitch and the clerk will monitor the credit rating at least monthly. Should there be any deviation in the rating, the clerk will notify the members immediately. All members agreed on this course of action.

d) Highways and Transport

- i) **The Working Party** report was issued to all members in advance of the meeting.
- ii) **Traffic Monitor:** Mr. Harding explained to the members some of the data that has already been identified by using the new SID. So far it has been used in covert mode along the B3400, and one record showed a large vehicle in the early hours of the morning doing in excess of 70mph. There is no ANPR facility on the machine. Mr. Harding asked the members what data they would like to see, and members felt that it was important to clarify with the Police and the County Council what they would need, and the clerk was asked to contact HCC to establish their requirements. Mrs. Blackman suggested that the Working Party could do a presentation at the APM in 2019 to show residents what the new machine can provide. Mr. Parry asked if the data could be published in Link and Mr. Harding agreed it could but there were some minor glitches in the software package that needed to be fixed first.
- iii) **Purchase of telescopic ladder:** the Working Party requested to purchase a ladder at a cost of £60.00; the item was in the 2019/20 budget but it was felt necessary to get one earlier. Mr. Bealing has a ladder he would lend to

the Working Party and so it was agreed that would be a temporary solution. The clerk confirmed that Mr. Harding would be covered for insurance as a councillor, and Mr. Ellison reminded Mr. Harding of the Health and Safety legislation involved with use of ladders.

- iv) **Mirror at the junction of Rectory and Station Roads:** HCC have refused permission for a mirror to be placed on the existing pole on the highway so the clerk was asked to write to the PCC to ask permission from the Diocese.
- v) **Traffic Policy:** Mr. Parry proposed, and Mr. Startin seconded, and all members agreed that the Policy be adopted.

e) Parish Council Governance

- i) **Mentoring and Induction:** Ms. Tofts had prepared and circulated a draft document for discussion by the Working Party at their next meeting. Mr. Ellison asked that the process for members who are elected, rather than co-opted, be outlined. The clerk was asked to contact other Parishes to see what mentoring / induction policies or procedures they have and to report back to the January meeting. The Working Party will then prepare a discussion paper for the February meeting.

f) Publicity and Events

- i) **The Working Party** report was issued to all members in advance of the meeting.
- ii) **Certificate of Excellence:** certificates were presented to Mr. Ellison and Mr. Startin for their work on cutting the Christmas tree by the pond.
- iii) **Carols at the Pond:** Six members and the clerk will attend the event. Kennet Way Park group asked if they could take a collection but as the Parish already does a collection, it was agreed by all members that they would not agree to this. The results of the Lights competition will be announced at the event.
- iv) **Website and accessibility:** the work on the new website continues. There is new accessibility legislation and the clerk issued the NALC update concerning this. NALC will be issuing a template Accessibility Statement as a guide for Parishes. Ms. Tofts asked about fonts as Calibri and Comic Sans are considered most suitable for those with certain learning difficulties.

g) Sports and Play Areas

- i) **Cancellation of contracts:** the three year contracts for the supply of gas and electricity to the pavilions expire in March and April respectively. The clerk has notified SSE and received confirmations that the cancellation notices are received and logged. Mr. Ellison will work on pricing for the next contract period
- ii) **Meeting with BDBC:** the Working Party and the clerk will meet with members of BDBC play and open spaces teams at the Civic Offices on December 20th to discuss S106 allocations.

8. Reports from representatives to other organisations

- a) **Andover Road Village Hall:** Mr. Hewitt attended the meeting on 12th December. The new gentleman's toilet facilities are now installed. Discussions about the Planning Application at the site are continuing.
- b) **East Oakley Village Hall;** Ms. Tofts attended the AGM. The building programme is ongoing.

- c) **Jubiloaks/Woodlands Group:** as no members were able to become representative to these organisations, the clerk is receiving any notifications / emails etc. There was nothing to report.
- d) **Village Show Committee:** the date of the 2019 show is confirmed as 10th August and the schedules are approaching completion. There are two themes for this year's show, it being the 50th anniversary of the first moon landing, and of the first Woodstock festival.
- e) **OCA:** Mr. Startin issued a report which was circulated to all members prior to the meeting.

9. **Date of the next meeting** was agreed to be 10th January 2019.