



## OAKLEY AND DEANE PARISH COUNCIL

### MINUTES OF THE MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON APRIL 13<sup>TH</sup> 2023

**Present:** , Mr. Harding (Chair), Mr. Aylmer, Mr. Bullions, Mr. Ellison, Mr. Rowley, Mr. Startin, Mrs Wain, Mrs. Beere (Clerk) and Mrs. Taylor (BDBC).

#### **Public Session**

1 member of the public attending the meeting to observe.

#### **Parish Council Meeting**

##### **1. Apologies for Absence**

Apologies were received from Mrs. Hayman, Mrs. Meyer (Deputy Clerk) and Cllr. Henderson (HCC)

##### **2. Minutes of meeting held on March 9<sup>th</sup> 2023**

Minutes of the meeting, having been previously distributed to all members, were agreed to be an accurate record of the meeting other than a minor spelling error on page 6 and Mr. Rowley who was acting p.t Chair at the March 9<sup>th</sup> meeting signed the minutes, initialling the error.

##### **3. Urgent Matters**

No matters were raised.

##### **4. Basingstoke and Deane Brough Council report**

Cllr. Diane Taylor, Candovers and Oakley Division from Basingstoke and Deane Brough Council, gave her April 2023 report. The report included updates concerning the Manydown development and planning applications in the area to include 80 Pardown as well as the planning application for houses in Sainfoin Lane which is still ongoing. Empty homes in Oakley need attention and will be investigated. Members thanked Mrs. Taylor for attending and we hope she will join us again soon. Mrs. Taylor confirmed she would be speaking at the upcoming Annual Parish Meeting (APM) 26<sup>th</sup> April at Oakley Junior School.

Due to unexpected circumstances Cllr. Juliet Henderson, Candovers Oakley and Overton Division from Hampshire County Council, was unable to attend the meeting to speak in person. The HCC April 2023 report was circulated to members of the council in advance by the Clerk. The report included updates concerning pothole repair, speed limits being reviewed to 20mph and HCC grants to be available in the coming months.

##### **5. Circulars and Correspondence**

The following was communicated to members of the council:

###### **a. Circulation from Hampshire and Isle of Wight Constabulary:**

i. Crime Prevention Bulletin, March 2023.

###### **b. Circulation from Basingstoke and Deane Borough Council:**

i. More support for those helping residents with the cost of living, March 2023

###### **c. Circulation from Hampshire Highways:**

i. Operation Resilience – B3400 Andover Road/Worting Road, Oakley – Carriageway Surface Repairs – Work Notification.

###### **d. Circulation from Hampshire Association of Local Councils:**

i. HALC Newsletter, March 2023.

## 6. Clerk/Deputy Clerk Report

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

## 7. Planning Matters

Circulated by the Deputy Clerk to all members in advance:

### a. **Report from meeting held on 2<sup>nd</sup> March and 16<sup>th</sup> March '23.**

There were no comments or queries. The report will be signed at the next planning meeting 20<sup>th</sup> April '23.

### b. **Summary of planning applications and decisions March/April**

There were no comments or queries.

### c. **Neighbourhood Plan Review Working Party, update.**

Group members consist of the Deputy Clerk, Mr. Aylmer, Mr. Rowley and Mrs Hayman. A verbal update was given by Mr. Rowley. The Neighbourhood plan will be under review later this year, once BDBC have announced their updated 5 years plans in the Autumn. How the Council proceed to update the plan will depend on that announcement as we wish to adjust and maintain it accordingly.

## 8. Working Party Reports

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

Circulated by the Clerk to all members in advance, with a verbal update from Mr. Startin confirming in installation of a new memorial wall in the burial ground. Costs to install a brass memorial plaque will be included on the Burial Ground Fees document when it is next updated.

### b. **Environment**

#### i. **Oakley Sustainability Group Working Party Report:**

a. Requested approval to book the Andover Village Hall for a PC Oakley Green Event during the National Green Week 10<sup>th</sup> – 18<sup>th</sup> June '23, on June 17<sup>th</sup> '23 at a total cost of £64.00. The event would focus on offering advice to the community concerning recycling and grow your own. Proposed by the Mrs. Wain, seconded by Mr. Aylmer and agreed by all members of the council by show of hands.

b. A verbal update was given following a meeting with OCA and St. Leonards Church, to encourage a 'green corner' at the 2023 Oakley Village Fair by Mrs. Wain. The OCA will consider the suggestion and will report back later in the month to both parties in support of this with a final decision.

#### ii. **Andover Road and Canterbury Gardens Allotments:**

a. A verbal update was given by the Chair confirming that the legal transfer for Canterbury Garden allotments has finally been completed after two years. The Clerk will notify new plot holders granting them access to the site as of the 14<sup>th</sup> April '23.

b. Approval was requested for the purchase of a 4x5m membrane sheet at £28 to protect the Canterbury Gardens Allotment brick car park and allow for a delivery of horse manure. Proposed by the Chair, seconded by Mr. Bullion and agreed by all members of the council by show of hands.

ii. Request was received to review and replace the wooden Battledown Bench that was vandalised in February '23. The Clerk will explore options and costs to replace the bench with something more sustainable made of metal and recycled plastic.

### c. **Finance**

#### i. **Approval of payments, March/April 2023:**

Circulated by the RFO to all members in advance: It was proposed by Mr. Startin that the following payments be made and seconded by Mr. Aylmer, Mr. Rowley abstained due to a declared interest; Approved by members of the council by show of hands:

Payee	Charge to Budget	Total Cost	Service	Status
Scofell Landscapes	296.66	355.99	March Grounds Maintenance	Unpaid EFT
Larkstel Ltd	2377.33	2852.80	March Grounds Maintenance	Unpaid EFT
Archers Grounds Maintenance	159.32	159.32	March Beach Park Grounds Maintenance	Unpaid EFT

Mark Godwin	678.34	686.00	Agreed handyman jobs as per schedule	Unpaid EFT
Nicola Beere expenses	11.85	11.85	Food and milk for Warm Hub	Unpaid EFT
Helen Meyer expenses	54.55	54.55	Food and newspapers for Warm Hub	Unpaid EFT
Victoria Moody expenses	75.00	75.00	Starlink broadband monthly fee paid by personal credit card	Unpaid EFT
St Leonard's Centre	179.00	179.00	Hire of office space in March	Unpaid EFT
W G Shenton Plumbing and Heating	200.00	240.00	Gas Safety Inspection, issue of Landlord's Certificate & service two boilers	Unpaid EFT
Hampshire County Supplies	17.25	20.70	Cleaning supplies and toilet rolls for pavilions	Unpaid EFT
Malshanger Estate	167.12	167.12	Water charges 01/2/23 – 31/7/23	Unpaid EFT
Craft Kits n Bits	269.50	323.40	Manning of Warm Hub in March	Unpaid EFT
Tina Harrington cleaner	199.50	199.50	Cleaning of pavilions in March	Unpaid EFT
Oakley Men's Shed	150.00	150.00	Wall of Remembrance board at parish burial ground	Unpaid EFT
Jeff Eastick expenses	34.00	34.00	Work footwear	Unpaid EFT
Hampshire Association of Local Councils	1099.71	1099.71	HALC affiliation fees 2023/24 and NALC Levy 2023/24	Unpaid EFT
CREDIT CARD: for info	124.62	124.62	£121.05+£3.57 Ragic subscription	DD due 17/04/23

- ii. Request approved to purchase a new ODPC projector at no more than £400. Proposed by Mr. Aylmer, seconded by Mrs. Wain; Approved by members of the council by show of hands:

**d. Highways and Transport - Working Party report:**

No formal report was given as the working party has not met this month. The Chair gave a verbal update, and there were no comments or queries;

- i. **OTIS (Oakley Traffic Information Survey), update:** Two new batteries were ordered following last month's meeting, pending delivery. The Chair will report back to the Clerk.
- ii. **Zoran Small Claims Court Hearing, update:** ODPC's case against Smart Group Manufacturing was heard on Wednesday 12th April at 11:30am at Basingstoke Magistrates Court. The Chair and Mr. Startin attended the court hearing, whereby the Council were asked to supply additional paperwork within 14 days to include the invoice relating to the original purchase of the S.I.D equipment. Noting that the company name should be referred to as S & G Manufacturing Ltd.

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

No formal report was given as the working party has not met this month. Other matters were discussed under confidential items.

**f. Parish Council Governance**

- i. **2023 Elections, verbal update and timelines;** Given by the Clerk, three new councillors were welcomed; Mr. Condliffe, Mrs. Archer and Mrs. Chisnall who will join the team as of May 8<sup>th</sup> 2023. A reminder to bring photographic ID when voting this year. There were no comments or queries.
- ii. **Strategy Meeting 19<sup>th</sup> November 2022, outcome review continued:**
  - a. **PC structure review task group, update:** Task group members are investigating meeting, committee & working party structures. Confirmed as Mr. Rowley and Mrs. Hayman; No formal report was given as the working party has not met this month. The Clerk gave a verbal update stating that a draft recommendation will be given at the June strategy council meeting, which will allow new councillors to be involved in the final decision.
  - b. **Quorum** - A proposal regarding the removal of standing order item 4.1 and addition of an alternative based on NALC model standing order 3v. This item was received without discussion and stands adjourned until the April meeting per standing order 27.1, by recommendation of the Governance Working Party. Proposed by Mr. Rowley, seconded by Mr. Bullion and agreed by all members of the council by show of hands.
- g. **Community Engagement – Working party report:**  
A verbal update was given by Mr. Rowley, there were no questions or queries. The following points were received:
  - i. **Oakley Warm Hub continuation plans;** Pending an update from HCC to explore new grant schemes that may offer an opportunity to extend the Hub into the summer months. The current Hub has highlighted the need for a hub in the Newfound area to support local residents.
  - ii. **Annual Parish Meeting (APM);** Wednesday 26<sup>th</sup> April, Oakley Junior School Hall. An event for residents, all are welcome. Commencing 7pm, councillors are asked to be onsite by 6:45pm.
  - iii. **Annual General Meeting (AGM);** Following the decision made on the Clerk and Deputy Clerk report the meeting will take place on Thursday 18<sup>th</sup> May, Newfound Sports Pavilion.
  - iv. **Coronation ‘Party in the Park’ Event;** Saturday 6<sup>th</sup> May, Peter Houseman field. Organised by the OCA and supported by the Council and the Barley Mow. Commencing 3pm till 7pm. OCA have applied for the HCC Coronation Grant available to support this event.
- h. **Sports and Play areas – working party report:**  
No formal report was given as the working party has not met this month. A verbal update was given by Mr. Ellison, there were no questions or queries. The following points were received:
  - i. **Beach Park Tennis Court Refurbishment** – ETC Sports UK have completed phase one with weed kill treatments. Renovation work will commence in May ’23, weather dependant.
  - ii. **Newfound league Cricket Season 2023** –
    - a. ST Marys CC to play 9 Saturday league home games and training session at Newfound during the 5<sup>th</sup> May to 31<sup>st</sup> August ’23 season.
    - b. Oakley CC 3<sup>rd</sup> X1 to play 7 Saturday league matches at Newfound, alternating Saturdays as agreed with Hampshire County Cricket League association.
  - iii. **Newfound new cricket power roller** – The Clerk with professional support from Larkstel Ltd resourced an urgent replacement, ordered at a cost of £8,890 ext. VAT. A £900 deposit was required, delivery is expected mid-June. A temporary cricket roller will be supplied by Larkstel Ltd. Hire rates to be confirmed. Support from Cllr. Henderson (HCC) has been offered, the Clerk will follow up on Grant information to support order.

## 8. Reports from representations to other organisations

- a. **Andover Road Village Hall**  
Mr. Bullion; Nothing to report.
- b. **East Oakley Village Hall**  
Mrs. Hayman; Nothing to report.
- c. **Oakley Community Association (OCA)**  
Circulated by Mr. Startin to all members in advance, a report was given following the OCA meeting including the following information:
  - i. Easter Egg Hunt, 7<sup>th</sup> April; Deemed successful and very well attended.
  - ii. Village Coronation ‘Party in the Park’ event, 6<sup>th</sup> May ’23 Peter Houseman field.
  - iii. Front Garden Stalls, 24<sup>th</sup> June ’23.
  - iv. Oakley Village Show, 5<sup>th</sup> August ’23.
  - v. Oakley and Deane Fireworks, 5<sup>th</sup> November ’23.

**9. Confidential items**

To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press to consider confidential contractual and staffing matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.

**10. Date of the next meeting**

Thursday May 18<sup>th</sup> 2023 at the Newfound Pavilion provided COVID restrictions allow face to face meetings at this time.