



## CHINEHAM PARISH COUNCIL

### Minutes of the Meeting of the Council

Date: Monday 9<sup>th</sup> April 2018  
 Time: 7.45pm  
 Place: Community Rooms, Chineham Village Hall, Thornhill Way, Chineham.  
 Present : Cllr. Marian Adams                      Cllr. Steve Oakley  
             Cllr. Les Fryer                            Cllr. David Thornton (Chairman)  
             Cllr. Sue Fuller                            Cllr. Ginny Wright  
             Cllr. Kirsty Giles                        Sally Jackson (Clerk)  
             Cllr. Paul Miller                          Julia Johnston (Asst. Clerk)

**1. To receive and accept apologies for absence.**

Apologies were received and accepted from Cllr. Andy Clarke and from County and Borough Councillor Elaine Still and from Borough Councillor Joyce Bowyer.

**2. To sign as a correct record the minutes of the Full Council Meeting held on 12 March 2018.**

The minutes of the Full Parish Council meeting held on 12 March 2018 were signed as a correct record.

**3. To receive declarations of interest relevant to items on the agenda.**

Cllr. Paul Miller declared a non-pecuniary interest in agenda item 9 as a member of the Joint Management Committee and Cllr. Steve Oakley declared a non-pecuniary interest in agenda item 9 as a School Governor.

**4. Public session.**

No members of the public were present.

**5. To receive reports from:**

**Borough Councillor Joyce Bowyer**

The Clerk advised members that Cllr. Bowyer had provided the following report: Crayfern Homes are using an entrance off the A33 for deliveries to the Old Dairy site instead of using Foxs Furlong. Cllr. Bowyer has reported it again to the Enforcement Team but is awaiting a reply.

**County and Borough Councillor Elaine Still**

No report received.

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 Chairman

### **Borough Councillor Paul Miller**

Cllr. Paul Miller advised members that he and the Chairman are attending a briefing on the Upper Cufaude Farm development with Ward Councillors, representatives of local Parish Councils and Borough Council Officers. He also advised members that he will be attending a meeting along with Cllr. Izlett (Cabinet Member for Property and Investment) with the new owners of the Chineham Shopping Park to discuss their plans for the site. He informed members that he had received a number of complaints about litter in the Parish including from Cllr. Marian Adams which he will be discussing with the Street Cleansing Team at the Borough Council. Cllr. Miller advised members that there will be some surface dressing works undertaken on a number of roads in the Parish under Operation Resilience. He has spoken to County Cllr. Elaine Still about improving the communications about such works. He advised that these works will be controlled by traffic lights rather than road closures. Cllr. Miller referred to the re-development planned for the Leisure Park in Basingstoke & informed members that the plans will come before the Development Control Committee at the Borough Council. This will be a self-sustaining re-development with no funding coming from the Borough Council.

### **RRW**

The report was received and noted (Appendix A).

### **CVHMC**

Cllr. Les Fryer advised members that there had now been two break-ins at the Village Hall and Club. The CCTV footage indicates that it is likely to be the same perpetrators. Cllr. Fryer informed members that the entrance door to the Village Club will be replaced in early May. Cllr. Paul Miller advised Cllr. Fryer that two of the tables for use in the Community Room have a safety issue.

### **6. To receive an update on the reports of anti-social behaviour in North Binfields and to agree any next steps.**

The Clerk advised members that the Parish Council had received correspondence from a local resident about anti-social behaviour in Elvetham Rise, De Port Gardens, Cowslad Drive, Coppice Pale and surrounding roads. The Clerk confirmed that she had been in touch with the Community Safety Patrol Officers (CSPO's) at the Borough Council, PCSO Rich Green & the local Ward Councillors. These concerns had also been passed on to Cllr. Simon Bound (Cabinet Member at the Borough for Communities & Community Safety). Cllr. Bound has confirmed that he will raise the subject with the District Commander for the Police & the Safer North Hampshire group. These concerns were also passed to the Police & Crime Commissioner (PCC) for Hampshire & Maria Miller MP. The PCC passed the concerns on to Temporary Inspector Richard Lane (Neighbourhood Inspector Basingstoke Town) who has informed the Parish Council that the following officers are responsible for Chineham: PC 21514 Aiden Blackwell, PCSO 15307 Richard Green and PCSO 15973 Matthew Woods. Maria Miller MP has also forwarded the concerns on to the District Commander for the Basingstoke Police. Following a discussion it was suggested that the issue might also be raised at the next Neighbourhood Watch meeting. The advice from the local CSPO's is that residents are encouraged to report any issues they have to 101 as any information will help to build a better picture to aid them in tackling the issue. Descriptions of individuals, size of group, times and days of the week are all important.

### **ACTION POINT: CLERK TO INCLUDE CSPO'S ADVICE IN CHINEHAM CHAT ARTICLE**

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Chairman

**7. To note the current financial situation.**

The current financial situation was noted (Appendix B). Cllr. Les Fryer informed members that the year-end accounts are also being prepared.

**8. To authorise any requests for payment.**

Cllr. Les Fryer proposed and Cllr. Marian Adams seconded the motion and it was unanimously agreed that the items for payment shown on the list below be authorised for payment, such sums to be debited to the account of the Parish Council.

<b>Payment Requests April 2018</b>		
<b>FROM</b>	<b>ITEM</b>	<b>AMOUNT £</b>
Staff	Mileage - March	£3.60
Staff	Mileage - March	£12.92
Staff	Expenses – McAfee virus protection renewal (Clerk’s laptop)	£59.99
Staff	Expenses – membrane, seed spreader/allotment site	£76.99
C. Larsen	Refund of allotment deposits – plot 15	£60.00
H. Cousins	Refund of allotment deposits – plot 1a	£60.00
H. Haider	Refund of allotment deposits – plot 11	£60.00
Friends of Four Lanes School	Pitch fee – Summer Fete	£12.00
Aviva	Employer Pension Charge	£33.00
HALC	Affiliation fees 2018/19 incl. NALC levy	£1187.00
HALC	HR Consultancy Service fee	£180.00
Aviva	Pension contributions – April	£69.87
Staff	Total salary costs for 3 members of staff	£1728.41
HMRC	Tax/NI – April	£133.41

It was acknowledged that due to changes in staff salaries (increase in National Living Wage rate and pension contributions) amended Standing Orders were required and Cllrs. Fryer and Oakley signed these at the meeting.

**ACTION POINT: CLERK TO FORWARD TO HSBC**

**9. To consider the grant application from Four Lanes Community Junior School (Community Centre).**

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Chairman

Following a discussion where it was acknowledged that the kitchen in the Community Centre is becoming a health hazard, that the Community Centre Manager had done her best to obtain three quotes for the proposed works and that County Cllr. Elaine Still had provided a grant of £2000, Cllr. Marian Adams proposed and Cllr. Sue Fuller seconded a motion that a grant of up to £5,500 for Four Lanes Community Junior School (Community Centre) be agreed. Five Councillors voted in favour of the motion and one Councillor abstained from the vote (Cllrs. Paul Miller and Steve Oakley having declared a non-pecuniary interest in this agenda item did not vote). It was therefore agreed that in accordance with its powers under S.137 of the Local Government Act 1972, the Council approve a grant of up to £5,500 to the Four Lanes Community Junior School (Community Centre). It was further agreed that this sum should be paid on receipt of invoices for the works.

**ACTION POINT: CLERK TO CONTACT COMMUNITY CENTRE MANAGER**

**10. To note the minutes of the Recreation Committee Meeting held on 15 March 2018.**

The minutes of the Recreation Committee Meeting held on 15 March 2018 were noted.

**11. To receive an update from the Chair of the Recreation Committee.**

Cllr. Sue Fuller advised members of the following: there have been a number of re-allocated plots at the allotment site with effect from 1 April 2018, a site visit has taken place with Highways Officers regarding the proposed Community Orchard and in principle the project has been agreed – various utility man-hole covers require investigation by Highways and an appropriate licence found for the planting, no further updates on the S.106 projects although it was confirmed that a request has been made for the release of the funds from the Portfolio Holder at BDBC.

**12. To ratify the agreement that the S.106 budget allocation for the Hanmore Road play area should be increased to £85,000.**

It was acknowledged that due to time constraints imposed by the Borough Council, agreement had already been sought from Councillors via email for this increase in budget allocation. Cllr. Sue Fuller proposed and Cllr. Ginny Wright seconded a motion and it was unanimously agreed that this decision should be ratified at the meeting.

**13. To agree the recommendation from the Recreation Committee that the commemorative seat should be placed on the grass verge on Thornhill Way between the Mattock Way junction and the Reading Road roundabout adjacent to the existing footpath.**

Cllr. Sue Fuller advised that Hampshire Highways will not permit a footpath extension from the existing footpath on Thornhill Way to the proposed location of the new commemorative seat and the Recreation Committee is recommending a change to the suggested location following advice from Hampshire Highways. It was therefore proposed to place the seat on the grass verge adjacent to the existing footpath with a one metre hard standing in front of and to the sides of the seat. Cllr. Fuller also advised members that it will be necessary to obtain the relevant licence to place the seat on Highways land. Cllr. Sue Fuller proposed and Cllr. Paul Miller seconded a motion and the location of the commemorative seat was unanimously agreed.

**14. To note the minutes of the Planning Committee Meetings held on 12 and 26 March 2018.**

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Chairman

The minutes of the Planning Committee Meetings held on 12 and 26 March 2018 were noted.

**15. To receive an update from the Chair of the Planning Committee.**

Cllr. David Thornton advised members of the meeting he is attending with Cllr. Paul Miller about the Upper Cufaude Farm development brief (360 houses). He confirmed that the Parish Council's views and concerns had already been expressed in the responses to the Local Plan Consultations. Cllr. Les Fryer informed members that he had attended a recent BDAPTC meeting where the impact of the proposed Manydown development had been discussed, including the proposed changes to the roundabout at the junction with Roman Road. Within this meeting, it had been acknowledged that all roads/roundabouts including the A33 were being looked at within the context of the development.

**16. To receive any updates on the preparations for the Annual Parish Assembly – 19 April 2018.**

The Chairman confirmed that there will be no guest speaker at this year's meeting. The Clerk confirmed that the meeting will commence at 7pm.

**17. To receive any updates on the Friends of Four Lanes School Fayre – 23 June 2018.**

The Clerk confirmed that the pitch fee had been agreed in the payment requests and that the preferred pitch location had been passed to the event organisers. It was acknowledged that the event is open between 1-3pm this year.

**18. To confirm the date of the next meeting of Chineham Parish Council – 14 May 2018.**

The Annual General Meeting will take place on 14 May 2018 at 7.45 pm and the Full Council Meeting will take place at 8 pm (or as soon after as is convenient).

The meeting closed at 9.05 pm.

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Chairman

**Appendix A****March 2018 RRW monthly summary**

- Trolleys: 7 (1) (reported to Trolleywise).
- Litter: cans, plastic bottles, coffee cups and plastic food trays on Hanmore Road and Thornhill Way. Also in the woods towards Tesco. Mechanical sweepers have been out.
- Bin: a bin located on the footpath through Binfields Woods from Elvetham Rise to the Chineham Shopping Centre has rusted so that the lower hinge has worn through (reported to BDBC Street Cleansing Team).
- Petty's Brook: overhanging branches behind Petty's Brook Road (reported to BDBC Grounds Maintenance team). Wall in poor condition behind Renown Way & close to School (forwarded to BDBC Grounds Maintenance team).
- Grass verges: responded to a report from a resident about the grass verges outside Four Lanes School (reported to Hampshire Highways).
- Street light: #44 (near bus stop close to Stockbridge Close) broken, RRW cleared glass (reported via Hantsweb).
- Footpath: responded to a report from Cllr. Adams about the footpath north of Thornhill Way (reported to BDBC – Grounds Maintenance team).
- Tree works: a few more trees marked up for works.
- Virgin Media works: temporary tarmac on fibre cabling areas along Thornhill Way in a poor state of repair, probably not helped by the snow and subsequent gritting.
- Roads: a few more potholes were filled ahead of this cold snap. The manhole covers requiring repair in Thornhill Way (near Tollway) and on Hanmore Road near Mattock Way have been marked up for repair.
- Noticeboards: these have been updated as requested.

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Chairman

## Appendix B

Balance at 1 March 2018	£136,910.47
Interest - March	£8.63
Allotment rent - plot 18	£40.00
Allotment rent - plot 28a	£40.00
Allotment rent - plot 21	£60.00
Allotment rent - plot 4	£60.00
Allotment rent - plot 19	£40.00
Allotment rent - plot 25	£40.00
Allotment rent - plot 29	£30.00
Allotment rent - plot 33	£80.00
Allotment rent - plot 34	£80.00
Allotment rent/deposits - plot 11	£100.00
Allotment rent - plot 1b	£40.00
Allotment rent - plot 24	£60.00
Allotment rent - plot 13	£40.00
Allotment rent - plot 32	£80.00
Allotment rent - plot 22	£40.00
	<u>£137,749.10</u>

DD	Aviva	Employer pension charge	£33.00
DD	BT	Phone/Broadband - Parish Office/Clerks	£410.96
103211	Staff	Mileage - February	£3.60
103212	Staff	Mileage - February	£6.71
103213	Viking	Stationery	£152.69
103214	Viking	Stationery	£30.36
103215	D. Oliver	Refund of key deposit - allotment plot 33	£10.00
103216	HMRC	Tax/NI - March	£142.36
103217	South East Water	Water supply - allotment site (Sept. 17 - Feb. 18)	£29.96
DD	Aviva	Pension contributions - March	£28.59
SO	Staff	Salary - March	£791.62

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Chairman

SO Staff	Salary - March	£854.86
SO Staff	Salary - March	<u>£97.70</u>
		<u>£2,592.41</u>

Balance at 31 March 2018

£135,156.69

Business Money Manager A/C  
Community A/C

£132,134.23

£3,022.46

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Chairman