



CHINEHAM PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Monday 13th February 2017
 Time: 7.45pm
 Place: Community Rooms, Chineham Village Hall, Thornhill Way, Chineham.
 Present : Cllr. Marian Adams Cllr. Steve Oakley
 Cllr. Andy Clarke Cllr. Laura Romney
 Cllr. Les Fryer Cllr. David Thornton (Chairman)
 Cllr. Sue Fuller Cllr. Ginny Wright
 Cllr. Paul Miller Sally Jackson (Clerk)
 Julia Johnston (Asst. Clerk)

1. To receive and accept apologies for absence.

Apologies were received from Borough Councillor Joyce Bowyer and from County and Borough Councillor Elaine Still.

2. To sign as a correct record the minutes of the Full Council Meeting held on 9 January 2017.

The minutes of the Full Parish Council meeting held on 9 January 2017 were signed as a correct record.

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

Cllr. Steve Oakley declared a non-pecuniary interest in agenda item 11 as a Governor of the Four Lanes Community Junior School.

4. Public session.

No members of the public were present.

5. To receive reports from:

Borough Councillor Paul Miller

Cllr. Paul Miller advised members of the outline planning application for the Redlands site which had been approved by the Development Control Committee last week. This is separate from the full planning application that has been received for an extra 17 houses at the Redlands site. Cllr. Miller referred to the consultation and workshop that he and Cllr. David Thornton had attended for the East of Basingstoke and Redlands Supplementary Planning Document. He highlighted the proposed emergency/bus access through the ancient monument site at Park Pale and Lillymill Chine and also the proposed access on Whitmarsh Lane. He commented on the bio-diversity corridor and the Petty's Brook flood plain. He

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 Chairman

confirmed that all local Parish Councils will continue to be consulted on the proposed developments. Cllr. Miller also referred to the Chineham Medical Centre and their efforts to increase the size of the practice to cope with patient demand. Two upstairs rooms have already been opened to allow for locum Dr's to practise and talks are on-going about potential new premises.

Borough Councillor Joyce Bowyer

Cllr. Joyce Bowyer had provided the following report:

- The temporary road closure at Cufaude Lane for hedge cutting will affect Hanmore Road because of the diversion.
- Can the ongoing parking situation at the Four Lanes Schools be passed to the Governing Body?

Cllr. Steve Oakley confirmed that the Governing Body is aware of the situation. It was acknowledged that the local Police had also referred to the parking situation in a recent report.

County and Borough Councillor Elaine Still

Cllr. Elaine Still had provided the following report:

- The bund has been installed on the corner of Reading Road and Thornhill Way but she has spoken with Hampshire Highways about the installation of a bollard in the gap – this will allow access for the grass cutting equipment.
- The additional lighting has been ordered for the pedestrian crossing outside the Village Hall and it is hoped that this will be installed shortly.

RRW

The report was received and noted (Appendix A).

CVHMC

Cllr. Les Fryer advised members that the lighting in the Community Room had been fixed.

6. To note the current financial situation.

The current financial situation was noted (Appendix B).

7. To authorise any requests for payment.

Cllr. Les Fryer proposed and Cllr. Steve Oakley 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.

Payment Requests February 2017		
FROM	ITEM	AMOUNT £
Staff	Mileage - January	£5.85

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Chairman

Staff	Mileage - January	£3.02
Staff	Expenses – postage/allotment agreements	£26.00
N. Stanswood	Refund of allotment deposit + 2x key – plot 38	£70.00
Aviva	Employer Pensions Charge	£33.00
Diane Malley	Payroll services	£55.00
Friends of Four Lanes School	Outside pitch fee – summer fete	£18.00

It was acknowledged that there would also be a direct debit payment in February for the Pension contributions.

8. To note the third-quarter accounts.

The third quarter accounts were noted. Cllr. Les Fryer informed members that it is likely that the Parish Council will break even at the year end.

9. To agree the appointment of an Internal Auditor.

Cllr. Les Fryer advised members that the appointment of the Internal Auditor should be formally agreed. It was noted that Mr J Chamberlain had agreed to be considered as the Parish Council's Internal Auditor for the year ended 31 March 2017. Cllr. Les Fryer proposed and Cllr. Steve Oakley seconded a motion and the appointment of Mr J Chamberlain as the Parish Council's Internal Auditor for the year ended 31 March 2017 was unanimously agreed.

ACTION POINT: CLERK TO SEND LETTER OF ENGAGEMENT

10. To agree to continue the grass cutting service from Basingstoke & Deane Borough Council at the Village Hall for 2017-18.

Cllr. Les Fryer outlined the proposed grass cutting service for 2017/18. Cllr. Paul Miller proposed and Cllr. Steve Oakley seconded a motion and the grass cutting service from Basingstoke & Deane Borough Council at the Village Hall for 2017/18 was unanimously agreed.

ACTION POINT: CLERK TO ADVISE BDBC

11. To receive an update on the legal position and to consider the two grant applications from Four Lanes Community Junior School.

The Clerk provided an update on the advice received from the legal department at Basingstoke & Deane Borough Council. It was acknowledged that the Head Teacher at the School supported both applications. Cllr. Laura Romney proposed and Cllr. Ginny Wright seconded a motion that the two grant applications from Four Lanes Community Junior School be agreed. Seven Councillors voted in favour of the motion and one Councillor voted against (Cllr. Steve Oakley abstained from the vote). It was therefore agreed that in accordance with its powers under S.137 of the Local Government Act 1972, the Council approve grants of £400 and £547.56 to the Four Lanes Community Junior School.

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ACTION POINT: CLERK TO ADD TO PAYMENT REQUEST LIST**12. To note the minutes of the Recreation Committee Meeting held on 19 January 2017.**

The minutes of the Recreation Committee Meeting held on 19 January 2017 were noted.

13. To receive an update from the Chair of the Recreation Committee.

Cllr. Andy Clarke thanked Cllr. Sue Fuller for standing in as Chair at the previous meeting.

14. To agree the updated allotment rules as recommended by the Recreation Committee.

Cllr. Les Fryer proposed and Cllr. Steve Oakley seconded a motion and the updated allotment rules were unanimously agreed.

15. To agree that the rental charges for plots at the allotment site remain unchanged for the period 1 April 2017 to 31 March 2018.

Cllr. Sue Fuller proposed and Cllr. Andy Clarke seconded a motion and it was unanimously agreed that the rental charges for plots at the allotment site remain unchanged for the period 1 April 2017 to 31 March 2018. Cllr. Les Fryer queried the Chineham Allotment Team (CAT) discount on the rental charges and the Assistant Clerk advised that the qualification criteria has remained the same.

16. To note the minutes of the Planning Committee Meeting held on 23 January 2017.

The minutes of the Planning Committee Meeting held on 23 January 2017 were noted.

17. To receive an update from the Chair of the Planning Committee.

Cllr. David Thornton referred to the consultation for the East of Basingstoke and Redlands Supplementary Planning Document. He confirmed that the Planning Committee will be focussing on those aspects that directly affect Chineham – access, provision of schools/Dr's surgery, A33 crossings and the potential for a future dual-carriageway on the A33. Cllr. Thornton advised that a concern had been raised with Basingstoke & Deane Borough Council about a possible unauthorised construction on public open space.

18. To agree to attend the FFLS fete – 24 June 2017 (deadline for booking a pitch – 31/3/17).

Cllr. Andy Clarke proposed and Cllr. Marian Adams seconded a motion and it was unanimously agreed that the Parish Council should attend the FFLS fete on 24 June 2017. The Clerk advised members that the organisers have asked for an indication of advertising in the fete programme and it was further agreed that the Parish Council should take out an half page advert as in previous years.

ACTION POINT: CLERK TO COMPLETE BOOKING FORM**19. To consider any Parish Council involvement in the "Battle's Over – A Nation's Tribute" being held on 11 November 2018 (deadline for confirming involvement in order to be acknowledged 31/3/17).**

Cllr. David Thornton thanked Cllr. Marian Adams for her thoughts on this tribute which had been circulated to all Councillors for information. Following a discussion the following was agreed:

- Cllr. Marian Adams to submit an article for the March edition of the Chineham Chat seeking any interest from local residents and organisations.

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Chairman

- Cllr. Steve Oakley to contact local Parish Councils to see if they are planning a tribute.
- Cllr. Paul Miller (Armed Forces Champion at BDBC) to see if the Borough Council is planning a tribute.
- Clerk to include an item on the agenda for the March Full Council Meeting to allow for an update.

ACTION POINT: CLLRS. ADAMS, OAKLEY & MILLER AND CLERK

20. To consider purchasing a new printer for the Clerk.

Cllr. Les Fryer proposed and Cllr. Paul Miller seconded a motion and it was unanimously agreed that the Parish Council should purchase a new printer for the Clerk at a cost of up to £250.

21. To receive an update from Cllr. Adams following her attendance at a recent meeting in Old Basing & Lychpit with the Community Liaison Officer at Virgin Media about ultrafast broadband.

Cllr. David Thornton thanked Cllr. Marian Adams for the notes on the meeting that she attended that had been circulated for information. It was acknowledged that the Parish Council had since received an email from the Community Liaison Officer for Network Expansion at Virgin Media confirming that their planning department is progressing with plans to extend the network to Chineham.

22. To confirm the date of the next meeting of Chineham Parish Council – 13 March 2017.

The next Full Council Meeting will be held at 7.45pm on Monday 13 March 2017.

23. To receive a Pension update.

The entry in the minutes relating to this agenda item is confidential.

24. To receive an update on the resurfacing of the track through the allotment site.

The entry in the minutes relating to this agenda item is confidential.

The meeting closed at 9.30pm.

Appendix A**Rapid Response Warden Monthly Report – January 2017**

- Trolleys: 22 (4) (reported to Trolleywise).
- Litter: some cans & sandwich wrappers in evidence on main thoroughfares. Litter picker doing a good job as plenty of black sacks for collection.
- Footpaths: the leaf sweeper has been out & most paths are free of debris.
- Reading Road (Lovegroves): new bollards in place to deter unauthorised encampments. Works have started on the bund on the corner with Thornhill Way.
- Overhanging branch: by the roundabout close to Guinea Court (forwarded to BDBC Grounds Maintenance team).
- Fly tipping: St. Joseph's Crescent where it backs onto the footpath from Reading Road towards the A33. Binfields Farm Lane where the footpath from the Chineham Shopping Centre crosses the road (forwarded to BDBC Street Cleaning team).
- Fencing: responded to a report of fencing removed from outside the Village Hall (forwarded to BDBC Grounds Maintenance team).
- Noticeboards: these have been updated as requested.

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Chairman

Appendix B

Balance at 1 January 2017			£140,338.27
Interest - January			£3.41
			<u>£140,341.68</u>
103077	Staff	Expenses - mileage/December	£8.10
103078	Staff	Expenses - mileage/December	£1.17
103079	Basingstoke Citizens Advice Bureau	S.137 Grant	£350.00
103080	J. Markey	Bulb planting	£495.00
103081	J. Birring	Refund deposit/2x keys - plot 19	£70.00
103082	Spacemaster Ltd	Bus shelter maintenance	£4,688.40
103083	Staff	Salary/January	£782.61
103084	Staff	Salary/January	£845.10
103085	Staff	Salary/January	£76.40
103086	HMRC	Tax/NI - January	£126.93
			<u>£7,443.71</u>
Balance at 31 January 2017			<u>£132,897.97</u>
Business Money Manager A/C			£129,182.88
Community A/C			£3,715.09

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