



CHINEHAM PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Monday 8th July 2019
 Time: 7.45pm
 Place: Community Rooms, Chineham Village Hall, Thornhill Way, Chineham.
 Present : Cllr. Marian Adams Cllr. David Thornton (Chairman)
 Cllr. Andy Clarke Cllr. Ginny Wright
 Cllr. Sue Fuller
 Cllr. Kirsty Giles Sally Jackson (Clerk)

1. To receive and accept apologies for absence.

Apologies were received and accepted from Cllrs. Paul Miller, Steve Oakley and Les Fryer and from County and Borough Councillor Elaine Still.

2. To sign as a correct record the minutes of the Full Council Meeting held on 10 June 2019.

The minutes of the Full Council meeting held on 10 June 2019 were signed as a correct record.

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

No declarations of interest were received.

4. Public session.

No members of the public were present.

5. To receive reports from:

Borough Councillor Laura Edwards

Cllr. Laura Edwards reminded members that the changes to the bin collection service come into force with effect from 22 July 2019 and that householders should have received details in the post. Cllr. Edwards advised that the works to the A33 junction with Thornhill Way have now been completed. Cllr. Sue Fuller requested that the remaining materials be moved as soon as possible from the layby on Reading Road (adjacent to the Community Orchard) to allow access and Cllr. Edwards confirmed that she would pass this request on to County Cllr. Still. Cllr. Edwards informed members that the Community Safety Patrol Officers would be undertaking a campaign during the school summer holidays talking to local children and endeavouring to reduce any potential anti-social behaviour.

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 Chairman

County and Borough Councillor Elaine Still

No report received.

Borough Councillor Paul Miller

No report received.

RRW

The report was received and noted (Appendix A).

CVHMC

No report received.

Speedwatch co-ordinator

The report was received and noted. Cllr. Andy Clarke noted that the Borough Council Speed Indicator Device (SID) was also deployed on Hanmore Road recently.

6. To agree a response to the Budget Consultation from Hampshire County Council – deadline for responses 17 July 2019.

Following a discussion it was agreed that Parish Councillors should respond to this consultation individually.

7. To agree a response to the Basingstoke & Deane Borough Council Polling Districts and Polling Places Review – deadline for responses 9 August 2019.

Following a discussion it was agreed that the Borough Council should be thanked for the opportunity to comment on this review and that the Parish Council had no comments to make.

ACTION POINT: CLERK TO RESPOND TO BDBC

8. To consider a request from Cllr. Wright for a budget of up to £1,000 for autumn bulb planting.

Cllr. Ginny Wright advised members that a lot of the bulbs previously planted around the parish have now disappeared. It was acknowledged that Hampshire Highways will be arranging for the replacement of the bulbs around the Binfields Roundabout following the recent works. Cllr. Wright suggested that replanting should be undertaken along Hanmore Road, Thornhill Way, Lillymill Chine, the entrance points to Chineham (around the brick pillars) and around the commemorative seat. It was acknowledged that the brick pillars at the Crockford Lane entrance to Chineham will require some top soil before any planting is undertaken. Cllr. Andy Clarke asked about the timeline for the project and it was agreed that bulbs should be purchased during September and planted during October – the bulbs should be early, middle and late flowering. Cllr. Ginny Wright suggested that the same contractor be used for the planting as last time. Cllr. Marian Adams pointed out that planting should not be undertaken on the approach to the Shopping Centre because of the proposed redevelopment.

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Chairman

Cllr. Ginny Wright proposed and Cllr. Marian Adams seconded a motion and it was unanimously agreed that up to £1,000 should be budgeted for the purchase and planting of bulbs during autumn 2019.

ACTION POINT: CLERKS TO LIAISE WITH CONTRACTOR/LOOK AT PREVIOUS BULB ORDERS

9. **To ratify the agreement that the S.106 budget allocation for the Hanmore Road play area should be increased.**

It was acknowledged that the increase in the S.106 budget allocation for the Hanmore Road play area had been agreed by the three Ward Councillors and confirmed (via email) by Parish Councillors. Cllr. Marian Adams proposed and Cllr. Andy Clarke seconded a motion and it was unanimously agreed that this should be ratified.

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

The current financial situation was noted (Appendix B).

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

Cllr. Andy Clarke proposed and Cllr. Sue Fuller 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 July 2019		
FROM	ITEM	AMOUNT
		£
Staff	Mileage - June	£3.60
Staff	Mileage - June	£4.64
Staff	Expenses – BBQ for CAT events at allotment site	£89.99
Staff	Expenses – CPC flag for use at FFLS fayre/events	£138.00
Staff	Expenses – 3 x A2 laminated posters for FFLS fayre	£45.36
Vision ICT Ltd	Domain name renewal – biennial fee for gov.uk (Sept. 19-Aug. 21)	£66.00
Bye Bye Pests	Spray & removal of wasp nest – community shed/allotment site	£48.00
Aviva	Employer Pension Charge	£33.00
Aviva	Pension contributions – July	£118.49
Staff	Total salary costs for 3 members of staff	£1800.24
HMRC	Tax/NI – July	£155.29

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Chairman

12. To note the Parish Council's first quarter accounts (1.4.19 – 30.6.19).

The first quarter accounts were noted.

13. To note that the first quarter bank reconciliations and original bank statements have been signed and verified.

It was noted that Cllr. Andy Clarke had signed and verified the first quarter bank reconciliations and original bank statements.

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

Cllr. Sue Fuller advised the following:

Allotments: the Asst. Clerk has purchased the new BBQ (from allotment funds) & is waiting for a CAT member to collect it. Judging of the best plot has taken place by the Recreation Committee & instructions given to the engraver for the trophy plinth. The BBQ will take place on Sunday 21st July (12-2.30pm) and CAT members have requested to borrow the Parish Council gazebo for this event. Garden vouchers (£60) will be purchased for the prizes from allotment funds. A wasp nest reported in the external eaves of the summerhouse has been removed.

Hanmore Road play area: S.106 monies have been increased to cover the extra costs incurred re: water ingress, boundary treatments & protection of the veteran oak. Agreement was given by the 3 Ward Cllrs. & also confirmation from Parish Councillors so the Officer at the Borough Council will proceed with issuing the tender.

Moat Park: no further update.

Seating at Petty's Brook: no further update.

Community Orchard: 1 tree has broken off. The Clerks have taken photos and it is intended to pass these on to the supplier in case the graft was defective. Watering being undertaken by Recreation Committee members approximately 3 times a week.

The next Recreation Committee Meeting is scheduled for 25 July 2019. The Chairman thanked the Recreation Committee members for watering the Community Orchard.

15. To note the minutes of the Planning Committee Meetings held on 10 and 24 June 2019.

The minutes of the Planning Committee Meetings held on 10 and 24 June 2019 were noted.

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

Cllr. David Thornton advised that there were no further updates on the proposed redevelopment of the Shopping Centre or the East of Basingstoke site.

17. To receive a short briefing on the Friends of Four Lanes School Fete and to agree any action points.

The Chairman thanked those Parish Councillors who had attended the event on behalf of the Parish Council. Cllrs. advised that despite a perceived decrease in the number of stalls at the event it was still well attended and the numbers visiting the Parish Council stand had increased on previous years. It was

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Chairman

acknowledged that the new flag had made a positive impact and that attending the event was still considered worthwhile.

It was acknowledged that a table of comments/queries from visitors to the stand had been circulated prior to the meeting and that this information would be uploaded to the Parish Council website and referred to in the next Chineham Chat article. Following a discussion about the Chineham train station, it was acknowledged that the land reserved for this has a time limit and that should this expire, the land will revert back to the landowner. It was further acknowledged that perhaps this should be brought to the attention of Sherfield Park Parish Council and Cllr. Edwards confirmed that she would raise this at their next Parish Council meeting. Following a discussion, it was agreed that the cost of a new bin along Petty's Brook (and inclusion on their rounds) should be sought from the Borough Council.

ACTION POINT: CLERK TO OBTAIN QUOTE FROM BDBC FOR A NEW BIN

18. To confirm the date of the next meeting of Chineham Parish Council – 12 August 2019.

Following a discussion, it was agreed to review the necessity for an August meeting at the beginning of August. The next Full Council Meeting will be held either on 12 August 2019 or 9 September 2019 at 7.45pm.

The meeting closed at 8.50pm.

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Chairman

Appendix A

June 2019 RRW monthly summary

- Trolleys: 13 (reported to Trolleywise).
- Trimmed grass around 4 seats in Tollhouse Meadow, 3 at the play area south of Petty's Brook & 1 near the Scout Hut bridge.
- Checked tree boughs south of the brook near Petty's Brook Road.
- Branches: cleared a branch on Thornhill Way that had been protruding into the road near Tollway. Attempted to move a small tree that has fallen on the Simon's Close play area triangle path (reported to BDBC – Grounds Maintenance team).
- Clearance work: this has been undertaken by BDBC in many areas including along the brook path between Mulberry Way and Merryfield.
- Bus shelter: Perspex broken in bus shelter on Thornhill Way/Longstock Close (requested a quote for repair).
- Salt bin: overturned salt bin on Lillymill Chine (near the traffic lights) – left upside down draining as full of water/keeps blowing over as it is empty (reported to HCC for a refill).
- Allotment site: taken water reading as requested by Asst. Clerk.
- Petty's Brook: the walls are continuing to crumble especially between the Scout Hall & Renown Way, this is impeding the flow & isn't helped by overgrown shrubs/trees (reported to BDBC – Grounds Maintenance team).
- Footpath: overgrown footpath from Thornhill Way (skate park) to the new bridge in Tollhouse Meadow (reported to BDBC – Grounds Maintenance team).
- Plastic bottles and drinks cans along Thornhill Way and Simons Close footpath.
- Noticeboards: these have been updated as requested.

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Chairman

Appendix B

Balance at 1 June 2019			£147,159.71	
Interest - June			£26.81	
			<u>£147,186.52</u>	
	DD	Aviva	Employer pension charge	£33.00
	DD	BT	Phone/broadband - Clerks/Parish Office	£363.00
	103312	Staff	Expenses - mileage/May	£3.60
	103313	Staff	Expenses - mileage/May	£6.03
	103313	Staff	Expenses - Kaspersky renewal/Asst. Clerk	£21.00
	103314	HMRC	Tax/NI - June	£154.89
	DD	Aviva	Pension contributions - June	£118.49
	SO	Staff	Salary - June	£814.12
	SO	Staff	Salary - June	£879.03
	SO	Staff	Salary - June	£107.09
				<u>£2,500.25</u>
Balance at 30 June 2019			<u>£144,686.27</u>	
Business Money			£141,453.88	
Manager A/C				
Community A/C			£3,232.39	

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Chairman