



## CHINEHAM PARISH COUNCIL

### Minutes of the Meeting of the Council

Date: Monday 14<sup>th</sup> February 2022  
 Time: 7.45pm  
 Place: Community Rooms, Chineham Village Hall  
 Present : Cllr. Marian Adams                      Cllr. Paul Miller (Chairman)  
              Cllr. Andy Clarke                        Cllr. Luke Williams  
              Cllr. Les Fryer                            Cllr. Ginny Wright  
              Cllr. Sue Fuller                           Cllr. Shane Bennett  
              Julia Johnston (Asst. Clerk)

Cllr. Miller welcomed everyone to the meeting.

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

Apologies were received and accepted from Cllr. Giles and from County Cllr. Still.

**2. To sign as a correct record the minutes of the Full Council Meeting held on 10<sup>th</sup> January 2022.**

The minutes of the Full Council meeting held on 10<sup>th</sup> January 2022 were signed by the Chairman 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.**

The two candidates for the position of Clerk and Assistant Clerk were present as observers. Neither wished to speak.

**5. To receive reports from:**

**County Councillor Elaine Still**

Cllr. Still provided the following report:

HWRCs update - the system of booking to visit Hampshire's household waste recycling centres (HWRCs) is to be made permanent following feedback from users who overwhelmingly supported the approach. It was introduced in June 2020 in response to the pandemic but also helped smooth visits and reduce queuing. The ability to book multiple trips will remain. Platinum Jubilee Celebrations - Hampshire County Council is putting plans in place to celebrate the Queen's Platinum Jubilee this year. These will

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provide opportunities for residents across the county to participate, including through schools, libraries, care homes, and outdoor sites. The primary focus is during the extended bank holiday weekend of Thursday 2 to Sunday 5 June 2022. The plan also have is a significant focus on complementing The Queen's Green Canopy theme, with £0.5 million is to be made available to help organisations and communities plant trees across the county. The celebrations will be launched on Thursday 10 February at a high-profile event in Winchester attended by HRH The Prince of Wales, who will unveil 'Licoricia of Winchester', a new life-size bronze statue of a prominent medieval Jewish woman, designed by award-winning sculptor Ian Rank-Broadley.

#### **Borough Councillor Laura Edwards**

Cllr. Edwards advised that Climate Emergency UK has assessed Basingstoke and Deane Borough Council's Climate Action Plan and ranked it second highest in Hampshire. Cllr. Edwards also advised of the Borough Council's current campaign running from 1<sup>st</sup> February until 29<sup>th</sup> April to raise awareness of fly tipping. This will include a number of initiatives and talks about disposing of waste correctly. Cllr. Edwards advised that 39 individuals have been convicted of fly tipping by BDBC since May 2018.

#### **Borough Councillor Jenny Vaux**

Cllr. Vaux advised that the Leader of Basingstoke and Deane Borough Council has resigned which means there will be an election within the Conservative Group to elect a new leader and a full Council meeting on 28<sup>th</sup> February to adopt this person as the new leader of the Council. Cllr. Vaux advised that a recent Covid 19 economy recovery survey shows that employment levels have generally bounced back although unemployment in the 18-24 age group remains quite high. This could be down to the nature of work undertaken by this age group such as retail and hospitality. The Borough Council has created a 'Youth Hub' with the focus on generating youth employment opportunities and apprenticeships. Cllr. Vaux advised that she had made a Ward Councillor grant to the Village Hall of £1000 which will go towards the provision of two items of accessible playground equipment. Cllr. Vaux advised of a current survey being conducted by Sherfield Park Parish Council to support their campaign for 20 mph zones on Sherfield Park's roads. Cllr. Bennett confirmed that he would highlight this survey on the Chineham Community Facebook page.

#### **Borough Councillor Paul Miller**

Cllr. Miller advised that he had made a Ward Councillor grant of £998 to the local Scouts for the purchase of walkie talkies to improve safeguarding during trips. Cllr. Miller advised that an outline planning application had been received for 101 entry level houses at the Dixon Road site adjacent to the A33 north of Sherfield Park. He advised that the Planning Committee will be providing feedback to BDBC about the potential effects of this proposal on Chineham residents.

#### **CVHMC**

Cllr. Fryer referred to the grant offer from Cllr. Vaux for the installation of new accessible playground equipment in the Village Hall playground. He advised that both the Village Hall and the Village Club were back in full swing and all previous hirers have returned to the Village Hall.

#### **RRW**

The January report was noted (Appendix A).

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**6. To consider the Queen's Platinum Jubilee celebrations and to agree any next steps.**

Cllr. Adams made a number of suggestions for the Parish Council to consider to mark the Queen's Platinum Jubilee. These included providing access to a supply of free trees for households within Chineham to plant their own commemorative tree, for the Parish Council to plant its own tree in a prominent position on public land and to install a special commemorative seat. She also mentioned an RAF fly past that she understands Mortimer Parish Council have organised for the Jubilee weekend and asked Cllr. Miller if he could find out if it could also fly over Chineham. Cllr Miller also mentioned that it is also traditional for a beacon to be lit.

Cllr. Fryer advised that the Village Club is making plans to hold a Jubilee event on the Village Hall field over the Jubilee weekend which the Parish Council may wish to coordinate with.

After a discussion it was agreed that a sub group should be established comprising Cllrs. Adams, Fuller and Bennett who are tasked with researching the options for Chineham and making a recommendation to the full Parish Council at its meeting in March.

**ACTION: ASSISTANT CLERK TO CONTACT MORTIMER PC TO FIND OUT MORE ABOUT THEIR JUBILEE WEEKEND PLANS**

**7. To receive an update from Cllrs. Williams, Giles and Bennett on traffic management solutions and to agree any next steps.**

Cllr. Williams referred to his recent email where he had briefed Councillors on the findings from the sub group's research into the options for traffic management solutions on Chineham's roads. Cllr. Williams referred to the input from Sherfield Park Parish Council and advised that the sub group's conclusion is that a Speed Indicator Device (SID) is the best option for Chineham. As well as being a visual deterrent, this device collects data which can be used to build an evidence base to present to the police and Hampshire Highways in support of other traffic calming measures the Parish Council may wish to pursue in the future. It was acknowledged that Hampshire Highways has accepted that it will consider introducing 20mph zones in the right areas although this would require powerful data.

Cllr. Fryer advised that when the SID was previously used in Chineham, there was too much data. This data was shared with the police to substantiate the Parish Council's concerns about speeding.

There was a discussion about the role and benefits of the Speedwatch initiative and Councillors agreed that both schemes could co-exist. It was acknowledged that Covid had had a detrimental effect on the ability of the Speedwatch initiative to run effectively.

Cllr. Williams advised that the purchase cost of a machine is around £4000 plus an additional £500 for attachments and suggested that £5000/£6000 should be budgeted. It was acknowledged that the device can only stay in one position for a maximum of two weeks and all sites are subject to pre-approval. It was agreed that the sub group should follow up with Adrian Morgan at BDBC to research the options for the Parish Council to purchase a SID via their third party contractor who would manage the ongoing admin/technical/health and safety aspects of the device.

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**ACTION: SUB GROUP RETURN TO THE MARCH PARISH COUNCIL MEETING WITH A COSTED PROPOSAL FOR THE PURCHASE OF A SID INCLUDING THE USE OF A THIRD PARTY CONTRACTOR TO MANAGE IT**

- 8. To note the Borough Council's tree felling works around the Parish relating to Ash die-back and to agree any next steps.**

Cllr. Miller advised that ash die back was currently roaring through Hampshire and referred to the plans by BDBC tree officers to fell infected trees in all of Chineham's copses for safety reasons. It was acknowledged that while replacement tree planting was desirable in some locations, the current policy is for natural regeneration.

- 9. To note the current financial situation.**

The current financial situation was noted (Appendix B).

- 10. To authorise any requests for payment.**

Following a discussion, Cllr. Fryer proposed and Cllr. Clarke 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 2022		
FROM	ITEM	AMOUNT £
David Ogilvie Engineering Ltd	Seat for Tollhouse Meadow (Petty's Brook seating project)	£1339.20
Aviva	Employer pension charge - February	£33.00
Aviva	Pension contributions – February	£128.18
HSBC	Bank charges 25/12/21 – 24/01/22	£15.00
HMRC	Tax/NI – February	£76.36
Staff	Total salary costs for 3 members of staff - February	£2023.96

- 11. To consider a grant application from St. Michael's Hospice (North Hampshire).**

It was acknowledged that this grant application was to pay for pain relief drugs for one hospice patient for 11 days. Both Cllr. Fryer and the Assistant Clerk advised that they had checked the rules and could find no reason why a grant of this nature could not be awarded as it is 'in furtherance of the charity's work' (Local Government Act 1972 Section 137 (3)(a)).

Cllr. Fryer proposed and Cllr. Wright seconded the motion and the grant of £1485 was unanimously agreed. It was therefore agreed that in accordance with its powers under S.137 of the Local Government Act 1972, the Parish Council approve a grant of £1485 to St. Michael's Hospice (North Hampshire).

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**12. To note the minutes of the Recreation Committee Meeting held on 27<sup>th</sup> January 2022.**

The minutes were noted.

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

Cllr. Fuller advised members of the following:

**New Seat in Tollhouse Meadow**

The new butterflies and bees seat is with the Parish Lengthsman who is expecting to lay the base and the small section of additional footpath this week - weather permitting. The Assistant Clerk met him for a final site visit last week to reconfirm the location. The Lengthsman reported that the seat looks great!

The Assistant Clerk will take some photos once the seat is installed and circulate to all Councillors. Cllr. Miller suggested that photos of the new seat along with a caption should be submitted to The Gazette newspaper. Cllr. Bennett suggested it would be a nice idea to encourage local residents to post photos of themselves sitting on the new seat on the Chineham Community Facebook page.

**Possible location for new seat opposite Four Lanes School**

There has been no further communication from Croudace since a chaser email was sent last month.

**Allotments**

The Assistant Clerk has emailed all plot holders to ask if anyone is planning to hand back their plot at the end of the current rental year. So far no-one has come back to say they will be. There are currently 54 names on the waiting list.

**14. To review and agree the revised allotment rules.**

Cllr. Fuller highlighted that the main change to the rules is an additional section which sets out the current process for how plot holders are communicated with when they are highlighted during a Chineham Allotment Team (CAT) inspection for not following the rules. The main proposed change to this process is that the final warning period (after being highlighted on the third successive inspection) is now reduced from three months to one month before the tenancy is terminated.

Cllr. Fuller proposed and Cllr. Clarke second the motion and the revised rules were unanimously agreed.

**15. To agree to the recommendation from the Recreation Committee that the rental charges for plots at the allotment site remain unchanged for the period 1 April 2022 to 31 March 2023.**

Cllr. Miller enquired whether current rental rates are covering the allotment expenses and this was confirmed by Cllr. Fryer.

Cllr. Fuller proposed and Cllr. Miller seconded the motion that the allotment rents remain at the same level for the period 1 April 2022 to 31 March 2023 and this was unanimously agreed.

Cllr. Fuller also advised that the current four CAT members had qualified for their 25% discount this year.

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- 16. To agree to the recommendation from the Recreation Committee that the Parish Council enter into an annual maintenance arrangement with Hortus Loci for the Community Orchard.**

Cllr. Fuller advised that Hortus Loci have confirmed that they would be willing to set up an annual maintenance arrangement which would involve them coming in twice a year to feed, add extra compost and mulch around the apple trees if needed and prune the trees if needed. The cost will be for two people working for two hours twice a year at approx. £45 per person per hour (so £180 each session/£360 per year) plus materials. Hortus Loci will submit an itemised invoice each time showing what materials have been used as not everything will be needed each visit. It is suggested that a budget of £500 is allocated per year.

Cllr. Fuller proposed and Cllr. Adams seconded the motion and it was unanimously agreed that an annual budget of £500 be allocated for the maintenance of the Community Orchard trees and Hortus Loci be appointed to carry out the work. Cllr. Miller requested that the Recreation Committee review this arrangement annually to ensure it is working effectively.

- 17. To note the minutes of the Planning Committee Meetings held on 10<sup>th</sup> & 24<sup>th</sup> January 2022.**

The minutes of the Planning Committee Meetings held on 10<sup>th</sup> & 24<sup>th</sup> January 2022 were noted. Cllr. Miller noted that the majority of recommendations provided by the Parish Council's Planning Committee are being followed by Borough Council Planning Officers, in particular the feedback the Planning Committee provides about Tree Preservation Order (TPO) applications. Cllr. Miller acknowledged the valuable and continued contribution being made by former Cllr. David Thornton who has continued to provide excellent insight and feedback to the Planning Committee about the TPO applications.

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

Cllr. Miller referred again to the outline planning application for the Dixon Road site and confirmed again the Planning Committee would be providing feedback on behalf of the Parish Council. He advised that a number of Ward Councillors are working together to address this application.

- 19. To agree that the Parish Council should submit a grant application to County Cllr. Still for landscaping in the new Moat Park.**

After a discussion, Cllr. Miller proposed and Cllr. Adams seconded the motion and it was unanimously agreed that the Parish Council should submit this grant application to Cllr. Still.

**ACTION: CLLR. FRYER TO SUBMIT THE ONLINE APPLICATION TO HAMPSHIRE COUNTY COUNCIL**

- 20. To receive an update on the Annual Parish Assembly.**

It was acknowledged that the date for the Annual Parish Assembly (APA) has been set for Tuesday 26<sup>th</sup> April. Cllr. Miller acknowledged that he had agreed to make approaches for a guest speaker and would follow this up this week and would feed back to Councillors by Friday 18<sup>th</sup> February. The two possible speakers are a senior Hampshire police officer or Dr. Tim Cooper from Chineham Medical Practice. It was agreed by Councillors that Dr. Cooper would be an interesting speaker given recent history of dealing with

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Covid, running the local vaccination centre and future plans to relocate the surgery into improved premises.

**ACTION: CLLR. MILLER TO FEED BACK TO COUNCILLORS BY FEBRUARY 18<sup>TH</sup>.**

**21. To confirm the date of the next meeting of Chineham Parish Council – 14 March 2022.**

The next meeting of Chineham Parish Council will be held on 14 March 2022.

(Cllrs. Edwards and Vaux and the members of the public left the meeting).

**22. To receive an update on staff recruitment.**

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

**23. To discuss staff annual leave**

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

The meeting closed at 21:05.

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**APPENDIX A****RRW report January 2022**

- 14 (15) Abandoned shopping trolleys reported via Trolleywise. Locations include the footpath through Binfields Woodland Park and on Reading Road, Elvetham Rise, Binfields Farm Lane and Lillymill Chine.
- Multiple updates posted to noticeboards.
- Completed bus shelter review.
- Revisited various grit bins and requested refill on Longacre Rise.
- Reported trees in need of attention on Lime Tree Way footpath to Network Rail.
- Reported damaged wall on Hanmore Road to B&DBC and referred response to clerks.
- Reported fly-posting on Chineham Arms bus shelter, Bowman Road bus stops and various lamp posts to B&DBC.
- Reported abandoned House Sold sign on Bowman Road to B&DBC fly-tipping service due to lack of response from estate agent.
- Reported abandoned House Sold sign on Reading Road to estate agent.
- Reported rubbish in shrubbery on Hanmore Road to B&DBC fly-tipping service.

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**Appendix B**

Balance at 1 January 2022			£147,528.02
Interest - January			<u>£1.16</u>
			<u>£147,529.18</u>
DD	Aviva	Employer pension charge	£33.00
103501	Staff	Expenses - mileage/December	£0.90
103501	Staff	Salary - January	£187.17
103502	Staff	Salary - January	£267.78
103503	HMRC	Tax/NI - January	£284.41
103504	DM Payroll Services Ltd	Payroll administration 2021/22 - 2nd half of year	£72.00
103505	Basingstoke & Deane Borough Council	Contribution to Moat Park project	£9,654.35
DD	Aviva	Pension Contributions - January	£164.80
Debit Card	Zoom	Monthly Pro subscription	£14.39
Deduction	HSBC	Bank charges 25/11/21 - 24/12/21	£17.00
SO	Staff	Salary - January	£844.80
SO	Staff	Salary - January	£911.64
SO	Staff	Salary - January	<u>£193.05</u>
			<u>£12,645.29</u>
Balance at 31 January 2022			<u>£134,883.89</u>
Business Money Manager A/c			£129,454.36
Business A/c			£5,429.53

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