

CANDOVERS PARISH COUNCIL
MINUTES OF MEETING OF THE COUNCIL

Date: Tuesday 10th September 2013. **Time:** 7:00pm
Venue: Candover Valley Club

Present: Sue Marriott Vice-Chairman
Edwina Curtis-Hayward
Adam Willmott
Di Peisley
Wendy Simson Clerk
PC Andy Reid

Apologise: Jonathan Moseley Chairman

699 Apologies

The Chairman sent his apologies for the meeting and confirmed that the Vice Chair would be able to attend and head up the meeting. Bob Parks also sent his apologies as he would not be able to attend to give an update on the Candover Valley Club.

700 Minutes of the last meeting

The minutes for the last full meeting held on 11th June and the emergency meeting held on 8th August were both reviewed and agreed by the Council as an accurate record. The Vice Chair signed both to confirm this.

701 Police Update

PC Reid explained that while there had been no crime in the Parish since the last meeting there had been a few instances which had required his attention, these were:-

- 1/7 – an abandoned 999 call in Chilton Candover
- 3/8 – House alarm in Brown Candover had a false alarm
- 9/8 – a Door to door salesman in Brown Candover
- 24/8 – Injury in a road traffic accident involving the Post Van and a Navarra in Gunners Lane
- 10/9 – a report of 4 suspicious men seen walking away from a car in Brown Candover. All was in order the car had broken down and the men were looking for phone signal.

702 Matters Arising

Rural Walks – The Vice Chair and Clerk have not yet managed to arrange to meet and talk through the various walks in the valley but will arrange a suitable date in the next week. The Clerk will then write up the walks and present them in the same way as those recorded by Freddie Osgood from Preston Candover. The plan will then be to put them on the website.

Action: Clerk to report at next meeting

Local Plan – The Clerk had sent round a link to the new draft Local Plan which Basingstoke and Deane have written for the period of 2011 to 2029. The Clerk had also sent round some of the key points from the document for information. The Parish Council discussed the piece around “new housing in the countryside” but the closest development planned is on the golf course at junction 7 of the M3 going into Basingstoke. The plan also identifies that new development should not be isolated and should be built on “brown field” sites. The end of the consultation period is 4th October and then all the feedback will be looked at and any amendments made.

The Parish Council also discussed the option of putting together a local plan for the village. Councillor Willmott had printed off some guidance notes about writing a plan and informed the Council that a committee would need to form to write the plan which would have to include other members of the community. The Clerk had put a short piece in the Oxdrove about the local community’s thoughts about having a plan and had received no call about the topic. The Council asked the Clerk to speak to HALC about if the fact that the villages are a conservation area means that most of the areas that would be covered by a local plan would already be in place? The Councillor were also interested in looking at another plan for a village similar to Brown and Chilton Candover and asked if HALC could provide.

Action: Clerk to speak to HALC.

Website Training – Councillor Peisley reported that she had a couple of dates given for this training on uploading content onto the website but that they hadn’t worked out and nothing further had been organised.

Action: Clerk to rise at Preston Candover & Nutley meeting on 16th September to try to move forward.

New Internal Auditor – The Clerk reported that she had spoken to Mandy Parks who had agreed to take on the role of internal auditor for the accounts. Mrs Parks has an audit background and has had the opportunity to look through the submission for 2012/13.

Gift for departing Internal Auditor – Councillor Curtis Hayward confirmed that she had passed on payment to Mrs Charlotte Whittle and had also purchased a box of chocolates as a thank you for her work over the last few years. Councillor Curtis Hayward explained that she was happy to cover the costs of the gift personally.

703 **Financial Statement**

The Clerk talked through the payments agreed and made since the last meeting, which were:-

- £50 – internal audit fee
- £36 - external audit fee
- £29 – membership of CPRE

The Parish Council had also been paid the VAT refund claimed for £276.31 which as the Clerk explained was higher than usual due to the purchase of the marquee and the website design costs.

The Clerk explained that her salary for July, August and September was due at £100 per month. The Clerk also explained that as an employer the Parish Council were having to report all earnings to HMRC on the new “real time” reporting system. In the past the Clerk has completed a self assessment return and has paid tax on her earnings in this way but now the Parish Council was required to be listed and for tax to be paid at source. Tax was to be

paid at 20% and so the first 6 months of tax was due at £20 per month or £120. The remaining £180 was due to the Clerk as salary. The Council agreed this payment and signed off the cheque.

The Vice Chair raised the subject of donations for the Cubs. The Clerk explained that she had received a letter with photos from the 1st Candover Scout Group about their recent camping trip and the need for additional equipment to support the growing numbers. The Council felt this was an excellent group and agreed to match the donation given in 2012/13 of £300. The cheque was signed at the meeting.

704 Candover Valley Club update

As Bob was not able to attend the meeting there was no formal update on the Clubs plans and progress. Councillor Curtis Hayward explained that she had received some information about grants for community builds and had passed it on the Club committee.

705 Planning Applications

Gate at Woolpack Inn – the gate which was put in from the additional car park area to the field without planning permission has had permission granted for a smaller bridal gate to replace the full size gate which was installed. Councillor Curtis Hayward reported that to date this had not been changed over but she would keep an eye.

Wind Farm at Woodmancott – There wasn't much more to report on this. It appears there have been in excess of 2,500 comments received by Basingstoke and Deane in reference to the plan.

Moth Farm – The plans to convert the derelict dairy building into a shooting lodge has been passed by the Parish Council with no objections. The Council did discuss the fact that there was possible a plan to convert part of the building in the future to living accommodation but that only the current plans could be commented on.

Land at Barton Farm – it was agreed that this was sent in error by Basingstoke and Deane.

Moth House – it had been reported that a tarmac roadway had been put across the paddock at Moth House from Grave Close. There was concern from the residents of Grave Close that this new entrance would add additional traffic to an already busy little cul-de-sac. The Clerk has reported this to Basingstoke and Deane and will keep the Council informed of feedback.

Action: Clerk to let Councillor know outcome of this issue

Emptying swimming pools – The Council have been made aware of a resident who has emptied their swimming pool into the road and therefore into the Candover Brook. The Council agreed that the Environment Agency needed to be informed to make the owner aware that chlorinated water cannot be disposed of in this way.

Action: Clerk to speak to Environment Agency and keep Council informed.

706 Website

Councillor Peisley reported that there had been no updates made to the site due to the lack of training given.

707 Length Man

The Clerk explained that she had spoken to George Hillier who is the Lengths Man at Upton Grey, he had explained what he did and the fact that he writes a short report for the Parish

Council each month explaining if there was anything that needed attention. The Parish Council would like to get someone into the role but agreed that it would be quite a physical task as clearing the ditches would be a large part of the work required. The Clerk agreed to raise this at the Preston Candover & Nutley Parish Council meeting on 16th September and look at advertising the role during the winter so as to get someone ready for next spring.

Action: Clerk to speak to PC&N PC and report back.

It was agreed that the ditches needed cutting before the winter and Councillor Willmott agreed to contact the Environment Agency about getting them done while they were still free of water.

Action: Councillor Willmott to speak to Environment Agency

708 Risk Assessment Documents and systems

It was agreed at the last meeting that an interim audit be carried out on the financial accounts for the Parish Council at the 6 month point. The Clerk had brought along all the paperwork which she gave to Councillor Curtis Hayward for review.

Action: Councillor Curtis Hayward to report findings at next meeting

709 General Correspondence

The Clerk had some information through about the 70th anniversary of World War 1 in 2014 and the availability of some funds to help ensure all war memorials were given any repairs required. The grants are up to £2,000 and are math funding so the Council would have to pay half up to £4,000. The Vice Chair agreed to rise at the next PCC meeting as the war memorial is situated in the grounds of St Peter's church in Brown Candover.

The Clerk also brought along an invite from the Mayor to a Variety Show on Saturday 5th October at the Anvil in Basingstoke. At the last meeting the Council were concerned that they no longer received these invites and the Clerk wished to reassure that they were still coming through.

710 Any Other Business

None

698 Date of next meeting

Wednesday 13th November 2013 at 7:00pm at the Candover Valley Club front bar.