

PRESTON CANDOVER AND NUTLEY PARISH COUNCIL

MINUTES OF MEETING OF THE COUNCIL

Date: Monday 18th February 2013. **Time:** 7:30pm
Venue: Preston Candover Village Hall

Present: Keith Irons Chairman
Daphne Prosser
Marion Philips
Wendy Simson Clerk
PC Andy Reid

Apologise: Charles Bradshaw Vice-Chairman
Rob Marks
Alan Owencroft
David Wilson
Alison Davidson

60 Apologise

The Chairman explained that Councillor Wilson was away on business and so would not be able to attend the meeting. Councillor Davidson is on leave and so was not available.

The Chairman asked the Clerk to look into the statutory attendance requirements for all Councillors as he thought there was a minimum number of meetings to attend each year.

[Action: Clerk to speak to HALC to get advice about Councillors minimum attendance requirements.](#)

61 Minutes of the last meeting

The minutes of the last meeting were agreed as an accurate record of the meeting, and were signed by the Chairman.

62 Police update

PC Reid explained that there had been just 2 incidents since the last meeting in January, they were:-

- 31st January – false burglar alarm activation in Axford
- 8th February – Car overturned on B3046 at Nutley

The Chairman gave PC Reid a short update on the Community Website and what was to be included. PC Reid suggested that Ellisfield had an excellent Neighbourhood Watch site and something similar could be included in the Candover Valley site.

63 Matters Arising

Weblink and questionnaire template – The Chairman presented a copy of a survey which Councillor Wilson had discovered, which was carried out in Preston Candover, Axford, Nutley and Bradley in 1990 and it was suggested that this could be used as the basis for the new survey. This would give the Councillors much more information than the original proposed survey and would allow the Council to compare the results and identify changes in residents'

needs and priorities. . This was a much larger survey and as a result the launch had been delayed.

Councillor Davidson had been asked to put a piece in the March Oxdrove about the survey and this would no longer be required, however the closing date for publishing had passed and so little could be done.

Highways list of issues – The Chairman explained that he had written a letter to Mr Holdsworth from Hampshire Highways about all the highway issues. Mr Holdsworth had replied and expressed his frustration at not being given the meeting dates so he can attend. The Chairman explained that Mr Holdsworth was due to attend the September meeting, but had excused himself at short notice, and it was assumed that he would have been in touch with the Clerk to rearrange his visit.

Action: Chairman to circulate his email and Mr Holdsworth response.

Action: Chairman to invite Mr Holdsworth to the March meeting.

Speed Indication Device – Councillor Marks was not at the meeting to give an update.

Seat at village Hall – The Chairman reported that there had been no further contact with Mr Paravacini's solicitors. The Chairman asked the Council if this was the correct place to put a seat for those wishing to catch the Congo bus service. Councillor Prosser explained that due to the large numbers of cars dropping children at school in the morning in this area, this was the only site which would allow the bus users to have access with trolleys, etc.

Playground equipment literature – Councillor Davidson was not at the meeting and so is requested to bring this literature to the next meeting.

Action: Councillor Davidson to bring play equipment literature to the next meeting.

Meeting with Preston Candover School – The Chairman explained that he had asked Michael Maxwell if the gates to the field could be closed for daily parking to protect the area from further damage by cars. He understood the gate would be locked on Friday 15th February, prior to the half term break, and parents were being informed via the school website. The Chairman suggested that he send details to the Head teacher of alternative parking areas from his recent report and it was agreed that this would be an excellent idea.

Action: Chairman to send map of additional parking to the head teacher for the school website.

Insurance at Skate Park – The Clerk explained that the insurance company had responded with the following:-

"With regard to the skate park, the Public Liability Insurance section of the policy (page 11 of the attached schedule) requires that all playground equipment and amusement devices, such as a skate park, are checked weekly by someone appointed by the Parish Council. We recommend that these checks are noted in writing as, in the event of an incident at the facility, this practice may assist the insurers in defending a claim on the Parish Council's behalf."

It was agreed that the Clerk should contact Basingstoke & Deane to get Mr Crisp, who inspects the play area, to inspect the skate park each week as well.

Action: The Clerk to contact Mr Crisp

Bus Shelter Repairs – The Chairman had received a quote from Mr Graham Prosser to carry out the work and he has sent an estimate for fitting new barge boards at £195 including VAT. As Councillor Prosser was not able to contribute to this discussion, there was no quorum and

the Chairman was not able to gain agreement for the work and for the cost to be agreed. Councillor Phillips confirmed her agreement with progressing with this contractor at the meeting.

Action: Chairman to send an email to all Councillors with the proposal to get their thoughts.

Highways & Rights of Way – Councillor Phillips explained that she was responsible for Rights of Way and that Councillor Prosser looks after Highways.

Action: Clerk to make two separate items on the agenda for future meetings.

Councillor Prosser explained the salt bins had been filled and the roads swept recently.

Street Lighting – The Chairman explained that he had signed the contract paperwork for the maintenance contract with SSC. The contract should be in place by the next meeting and the initial inspection of all lamps should be carried out soon.

The Council discussed lighting in the area of the Village Hall and school as it was very dark, particularly in the parking area at the front. It was agreed that once the contract with SSC was in place that the viability and cost of installing an additional light be identified and discussed at a future meeting.

The Council also discussed if additional lighting would be required at the tennis club where parents would be parking for the school. This would also be raised at the next meeting.

Action: Clerk to put additional lighting on the agenda for next meeting.

64 **Financial statement**

Payments to be made – The Clerk explained that the funding from Basingstoke & Deane had been received for development of the Community website (£375). The Parish Council had also received the invoice for the development work carried out by “Joy & Revolution” (£500 plus VAT). This payment was agreed by the Council and Councillor Prosser signed the cheque. The Clerk also explained that her salary payment was due at £314.40 and also the PAYE payment at £78.60; these were both agreed by the Council.

The Clerk explained that she had received a letter from HMRC about the PAYE payments as they were in arrears. The Clerk explained that this was due to the Council paying every other month and MHRC calculating it quarterly. The Clerk therefore suggested that the HMRC cheque be written each quarter to fall in line with the Government. This was also agreed by the Council and an additional cheque raised for the final payment in 2012/13 was also signed.

Action: Clerk to get a second signature for cheques.

65 **Planning Applications**

There have been three planning applications submitted since the January meeting:-

- Hectors House – the erection of a double garage with an artist studio above. The Council looked at these plans and had no objections.
- Rose Cottage – the erection of a side and rear extension. Again the Council looked at the plans and also had no objection.
- Wilanda House – the erection of a conservatory following the demolition of the existing one and conversion of the garage to living accommodation and erection of anew double garage. They also plan to erect a shed and build a swimming pool. Again the Council discussed the plans with no objections.

Action: Clerk to ensure no further comments from the Council and send feedback by the required date

At the January meeting Councillor Davidson had agreed to look further at the plans for Malmsmead and respond to Basingstoke & Deane.

Action: Clerk to email and confirm that this was done.

66 Council Property

Nothing further to report.

The Council did discuss the lay-by opposite the Old Post Office, where there was a large pothole ,and getting Highways to carry out some work to help with drainage as it has large puddles and then mud when it has rained.

Action: To be raised with Mr Holdsworth potentially at next meeting.

67 Section 106 funds

Nothing to report

68 Flooding

No update

69 Valley & Council Website

The Chairman explained that the website design is in place and content is now required. A meeting has been scheduled for Saturday 2nd March at the Candover Valley Club for 10am where Nick Irons will present to all interested parties what the website will look like, how content should be submitted and who will edit the pages.

Action: Chairman to invite all interested parties to this meeting.

The Chairman asked the Clerk to supply the minutes of all meeting in the 2012/13 year. This will include those written in the old format, which the Chairman has asked the Clerk to look at transferring to the new design.

Action: Clerk to look at moving the May to September minutes from the old format to new.

The Chairman has also investigated the cost of placing an advert in the Oxdrove to tell people about the website. The cost for an advert for 1 year is £160. The Clerk suggested that Candovers Parish Council may be interested in contributing to this cost.

Action: Chairman to talk to Chairman of Candovers Parish Council about Oxdrove advert cost.

70 Play area inspections

No update

71 Rights of Way

Councillor Phillips explained that she had not yet been told who has been appointed by Basingstoke & Deane{I think this is Hampshire County Council?} to look after the Rights of Way but will inform the Council once they are in place.

The Oxdrove is in a very poor state due to 4x4 and quad bikes using it and ploughing up the mud. There is little that can be done about this as it is a BOAT (Byway Open to All Traffic) through the Preston Candover area.

The Chairman explained that he had sent over the link to the map website earlier that evening.

72 General Correspondence

The Clerk had two pieces of correspondence:-

- Some information required from the insurance company about the new quote for 2013/14
- Hampshire Association of Local Councils has sent a list of their training events for 2013.

Action: Clerk to forward to all Councillors.

73 Any other business

Councillor Prosser informed the Council that she has a new email address which is daphne.prosser@btinternet.com. The Clerk will forward minutes, etc via this route going forward.

74 Date of next meeting

Monday 11th March 2013 at 7:30pm at the Preston Candover Village Hall. This is a change to the usual 3rd Monday in the month as the Chairman will be away. Councillor Prosser and Phillips agreed to this change.

Action: Chairman to send proposed change to other Councillors