

## PRESTON CANDOVER AND NUTLEY PARISH COUNCIL

### MINUTES OF PARISH ASSEMBLY & ANNUAL GENERAL MEETING OF THE COUNCIL

**Date:** Monday 15<sup>th</sup> June 2015.

**Time:** 7:30pm

**Venue:** Preston Candover Village Hall

**Present:** Alex Taylor Chairman  
Charles Bradshaw Vice-Chairman  
Daphne Prosser  
Tish Owencroft  
Arnout Van Der Veer  
Adam Alexander  
Wendy Simson Clerk  
PC Reid  
Ron Darley

**Apologies:** Ruth Chattell  
Rob Marks

#### **499 Apologies**

The Clerk had received apologies from Councillors Chattell and Marks to say that they would not be able to attend the meeting.

#### **500 Co-Option of Councillors**

The Chairman handed over to Ron Darley who had been invited to the meeting to ensure that the co-option process was completed correctly as there had been an issue raised with the process completed at the May meeting. It had been identified that an agenda item for the co-option had not been entered on the agenda and so the co-option process was not legal. The 5 vacant positions had been advertised on all the Parish Council notice boards to ensure if there were any other interest parties that they had the opportunity to apply for a position on the Council. The 3 elected Councillors, Taylor, Owencroft and Prosser had signed a resolution to agree to the agenda item being discussed again at the June meeting, John Beale who had stood for election in May had offered his apologies but due to workload he felt he would not be able to stand.

Ron Darley talked through the co-option process which forms part of Preston Candover and Nutley Parish Council's Standing Orders. This document was circulated in April for review by the Councillors.

Ron explained that as Councillors Marks, Bradshaw and Van Der Veer had been Councillors in 2014/15, that they had a strong history of the good work they did within their role. Ruth Chattell wasn't able to attend the meeting but had prepared a statement about her skills and qualification to become a Councillor, the Clerk read this statement to the Council.

The Council then discussed the vacant position and Adam Alexander, who had attended the May meeting with a view to working with the Parish Council reporting on the bridleways and rights of way which he used on a regular basis. At the May meeting there wasn't a vacancy

for a Councillor but at the June meeting a vacancy had become available and the Council discussed and agreed that Adam should be offered the post. Adam agreed to stand as a Councillor.

Ron confirmed that all 5 nominees were eligible as they had lived in the Parish for 1 year. The Chairman then proposed all five candidates (Charles Bradshaw, Robert Marks, Arnout Van Der Veer, Ruth Chattell and Adam Alexander) and Councillor Owencroft seconded the proposal.

Councillors Taylor, Owencroft and Prosser then used prepared voting forms to select the five candidates (of five on the voting paper) they wished to elect. Ron confirmed that all five of the proposed Councillors had been elected and they then signed the Declaration of Office forms.

#### **501 Police update**

PC Reid apologised for not being able to attend the Parish Assembly in May but had been called away from the area by a family issue.

PC Reid gave an update of the incidents since his last report in April, these were:-

- 10<sup>th</sup> April – suspicious man called at Kenwards asking to buy metals, coins etc (PC Reid has since give out crime prevention advice packs to all residents)
- 28<sup>th</sup> April – non dwelling burglary reported at The Purefoys public house
- 30<sup>th</sup> April – alarm activation at Preston Candover School
- 6<sup>th</sup> May – an injured deer at Preston Grange
- 11<sup>th</sup> June – alarm activation at a house in church lane
- 15<sup>th</sup> June – speed enforcement in Preston Candover

In 2015 to date there has been 1 theft, 1 possession of drugs, 1 non dwelling burglary and 1 assault (dog bite).

The Chairman asked about progress with the rural policing policy and PC Reid confirmed that the Police were keen to push forward with the proposal. The final decision is being made by Simon Hayes, the Police and Crimes Commissioner.

The Vice Chairman asked about planning for future policing in the valley and if when PC Reid decided to retire would he be able to train up his replacement. PC Reid confirmed that this was his expectation.

#### **502 Minutes of the last meeting**

The Council agreed the minutes as a true record of the last meeting and approved the Chairman to sign them off.

#### **503 Matter arising from previous meeting**

**Bank account** – The Clerk asked Councillor Van Der Veer to sign the bank mandate to get the signatories changes.

**Action:** Clerk to send off the paper to Lloyds

#### **504 Financial statement**

The Clerk had taken the 2014/15 account to the internal auditor on Friday 29<sup>th</sup> May. The internal auditor, John Murray, was identified by the Parish Council some years ago and having been a town Clerk, he has all the experience and qualifications to complete the task.

Mr Murray, works with about 12 Parish Councils across Hampshire so is very experienced with the audit criteria.

The audit feedback was:-

- It would be helpful if your budgets – presented to the Council when they were discuss the precept – were attached to the minutes
- I would like to see your full Insurance Documentation next year
- Your increase in box 9 (expenditure) should be explained to BDO (external auditors) in your reasons for variances despite the fact that it is below the 10% limit.

Mr Murray also noted that some of the payments were signed off between meetings which was not considered good practise. Mr Murray asked if all these payments were budgeted which the Clerk confirmed they were. Mr Murray warned against any payment being agreed outside of the meeting without a full consultation.

The following payments were made at the meeting:-

- £105.00 – John Murray for Internal Audit work
- £402.00 - Jim Kimber for grass cutting
- £250.00 – Gavin Edmunds for tree work
- £185.81 – Daphne Prosser for plants
- £235.60 – PAYE
- £354.30 – Clerk’s salary for April to June
- £12.00 – lease on field by village hall

Councillor Prosser brought the Council up to date with the work carried by the BT building and the cost of the damaged plants. There are also two trees by the telephone box which may need to be felled, one is owned by the village hall and one by the Paravicini’s. It was agreed that if the trees were to be felled that the community needed to be made aware.

**Action:** Councillor Prosser to update the Council at the next meeting with costs of felling if required.

## **505 Rights of way**

Marion Philips has passed on all the paperwork to Councillor Alexander who had made contact with Basingstoke and Deane about the broken sign at the entrance to Moundsmere, however the road is too fast and would need partial closure for safety reasons. Councillor Alexander has volunteered to change the post if it was supplied; he is now waiting for feedback.

Oak Hill Lane has been hard cored which looks good but Councillor Alexander asked if anyone knew who had done it. It was suggested it may have been the owners of Moundsmere but this couldn’t be confirmed.

Councillor Alexander has volunteered to fit a longer hunter latch to the bridle gate as the current one is too short at his own cost, the Council approved this.

The Chairman informed the Council that the map board had been sent back as the frame was not square and was starting to come apart, Marion Philips has agreed to see this through to its conclusion and has therefore taken it to the manufacturer.

## **506 Website**

Councillor Van Der Veer explained that he and Councillor Marks were looking to collect email addresses for the community so the website could send out information.

The Clerk asked that they include Councillor Peisley from Candovers Parish Council in any discussion about changing the website as it is jointly owned by both Councils.

**507 Planning**

The owners of the White House are putting in an urgent request to fell an apple tree which is on the corner of their house and is stopping the build of a dam round the property to stop further flooding in future years. Councillor Van Der Veer, who is the owner, explained that a grant of £5,000 is available towards the work but it needs to be completed by 31<sup>st</sup> July to be eligible. The plan is to replace the tree with 3 mature fruit trees in the garden to replace the one being removed. The Councillors discussed the plan and gave no objections.

**508 Council property**

The area behind the bus shelter is to be cleared with a working party of local residents headed up by the Chairman.

**509 Flooding**

A meeting is to be held at Preston Candover Village Hall on Tuesday 23<sup>rd</sup> June at 10am to allow Hampshire County Council and the Environment Agency to present their plan for the work to be carried out in the valley to prevent future flooding.

**Action:** Vice Chairman to report at next meeting

**510 Children's play areas**

Councillor Owencroft has a meeting booked with the representative from Lapset for the area to look at the space in the Children's Play area and what could be purchased. It was agreed by the Parish Council that they would not spend all of the £4,529 of the section 106 money and some would be held back for repairs in the future.

**Action:** Councillor Owencroft to bring options to July meeting

The paint which Councillor Owencroft has inherited is red and will be used to paint the rails on the slide when there are some warm days forecast. Councillor Owencroft has agreed to do this work herself.

**511 Recreation Ground**

The Vice Chairman has spoken to Sabrina Girdling about taking on the role of Executive Chair and ensuring that the finances are kept up to date and income for the charity is maximised. Councillor Alexander explained that Oliver Mills, the Grandson of the person who let the land to the community, may be interested in support they facility.

**512 Highways**

Councillor Prosser has been informed that the old sign for the Dummer Road junction can't be found so a new one is being made.

There are still a number of issues which require the Highways Team input and so Councillor Prosser is looking to book a meeting with Keith Thompson.

Councillor Prosser is also to speak to Joshua Allan about the footpath at the back of the lay-by as it was hoped that this would be installed during the children's school holidays when the lay-by is used less.

**513 TAG Farnborough**

The Vice Chairman has been working hard to ensure the impact of the plans to extend Farnborough and for it to be used as relief for Heathrow and Gatwick are understood by all the Parish Councils that it will affect. He has written to the Chief Executive of the CAA and ensured that Mark Ruffell has been copied in on all communication. The Environment Health Department at Basingstoke and Deane had deemed it not important but have since reviewed this case and are expected to give some feedback.

Councillor Van Der Veer expressed his concern that the Parish Council need to protect the valley from this as the noise of planes coming over the valley at 1km about the ground would be huge.

**514 Community Shop Update**

The Community Shop Group were planning to hold their consultation meeting on 5<sup>th</sup> and 6<sup>th</sup> July, however this has been postponed as Hampshire Highways have asked a number of questions. The consultation meeting is now planned for September.

**515 War Memorial**

There is no further news but the Vice Chairman explained for the new Councillors that the Council had put in an initial grant application to match fund the work required on the war memorial. This initial process was due to take approximately 3 months and if successful full quotes for the work be required which would take a further 3 months to sign off. Once these had been approved the stone could then be ordered which would take another 3 months to be delivered. It was hoped that the memorial would be repaired in time for the November services.

**516 General Correspondence**

**Cango buses** – The Clerk had been informed that Basingstoke and Deane are closing the call centre which operates the Cango bus service so it would return to have a timetable which it would follow from Basingstoke to Alresford.

**Boundary Commission** – the Boundary Commission are looking at the Parish Council boundaries and if any changes are required. The Clerk reported that two properties on the Ellisfield Road had approached the Parish Council about moving from Ellisfield Parish Council area to Preston Candover and Nutley. The Clerk had passed on the information and contact details to the residents. The Vice Chairman asked to take the information away and look into it.

**517 Any other business**

The Parish Council discussed supporting St Mary's church with a grant either in the current financial year or for 2016/17. The Councillors were particularly keen for help to be given for the maintenance of the churchyard at St Mary's in Preston Candover.

**518 Date of next meeting**

Monday 20<sup>th</sup> July 2015, at Preston Candover Village Hall at 7:30pm.