

**CANDOVERS PARISH COUNCIL**  
**MINUTES OF MEETING OF THE COUNCIL**

**Date:** Tuesday 6<sup>th</sup> May 2014. **Time:** 7:30pm  
**Venue:** Candover Valley Club, Brown Candover

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

**Apologise:** Jonathan Moseley Chairman

**753 Apologies**

The Chairman sent his apologies as he was unable to attend the meeting.

**754 Minutes of the last meeting**

The minutes for the last meeting held on 11<sup>th</sup> March 2014 were reviewed and agreed by the Council as an accurate record. The Vice Chairman signed to confirm this.

**755 Police Update**

PC Reid gave an overview of crime in Brown and Chilton Candover during 2013. There had been no crime in Brown Candover a drop from 2 each year in 2012 and 2011. There were a number of other incidents including:-

- The death of an elderly female resident
- Two reported illegal hare coursing reports
- A female who fell from her bicycle and was taken to hospital by air ambulance
- A false burglar alarm activation
- A slight road traffic accident
- A door to door salesman

In Chilton Candover there was 1 crime in 2013 which was the same as 2012 and 2 fewer than 2011. The crime was the smashing of a window in a garage. There was an incident of a suspicious van seen in a farm yard and when the registration number was circulated it was found to be a man wanted on warrant and was subsequently arrested.

In 2014 there has been 1 crime of possession of drugs in Brown Candover and nothing to date in Chilton Candover. There have been a number of incidents including:-

- Trees across the road
- Flooding issues
- Cables down in Gunners Lane
- A broken down car in the flood water

- Speeding cars
- A Car Rally
- A noisy wedding reception

## 756 Matters Arising

**Sand Bags** – It was agreed that the Clerk would place an advert in the Oxdrove detailing where sandbags would be collected from through Brown Candover and a date for collection. Before the bags were collected the ones which the Parish Council had purchased could be claimed and stored at one of the farm buildings.

**Action:** Clerk to place advert in Oxdrove.

Consultants for writing Neighbourhood Plan – The Clerk had asked HALC for guidance about this and was told

*“If you look on the Neighbourhood Planning page of our website (link below) you will find some general information, some very useful documents issued by Locality and a link to the NALC/CPRE Guide to Neighbourhood Planning.*

[http://www.hampshire-alc.gov.uk/Advice\\_\\_Information/planning-neighbourhood.aspx](http://www.hampshire-alc.gov.uk/Advice__Information/planning-neighbourhood.aspx)

*As a matter of interest, Locality does not agree with the appointment of consultants (referred to in their Quick Guide) and you will find out more about this and other guidance in their documents on our website.”*

Councillor Curtis Hayward explained that Northington had been given support to write their plan by the Community Development Officer from Winchester Council. Bob Parks explained that Basingstoke & Deane had a similar person called Sherry Morgan but she is currently off long term sick.

As part of drawing up a plan a survey would need to be carried out to collect the communities view. It was agreed that this could be taken round with the raffle tickets for the fete at the end of June and then collected in early July with any tombola donations. It was agreed that part of the next Parish Council meeting be allotted to progressing this plan.

The Parish Council discussed the Northington plan and it was agreed that this was to be sent to HALC for comment and confirmation that it met the requirements.

**Action:** Clerk to put Local Plan on agenda for next meeting

**Action:** Councillor Curtis Hayward to forward soft copy of Northington’s plan to Clerk to be sent to HALC.

**Deeds for burial ground** – The Clerk apologised that she had failed to get the deeds to the Archive Library in Winchester.

**Action:** Clerk to ensure they are deposited before next meeting

**Insurance on Telephone box/library** – it was agreed that the public liability insurance covers any eventuality for the telephone box, as it is unlikely to be stolen.

**Defibrillator** – The funds required to buy a number of defibrillators for the valley including one for Brown Candover were close to be raised and it was hoped that the kit would be installed this summer.

## 757 Financial Statement

The payment for the hedge cutting had been circulated since the last meeting and had been approved via email at £550. The cheque had been raised by the Clerk and passed to the contractor.

As this was the final transaction for the 2013/14 financial year, the accounts had then been closed and had been sent to the internal auditor. The internal auditor had reported that the accounts were a true and accurate record of the annual accounts for 2013/14. The internal auditor made the following recommendations:-

- The Clerk's salary and PAYE be recorded in the minutes and annotated to show the period that they covered.
- The purchase of sandbags and procurement of hedge cutting were agreed in principle but needed to be authorised in the next meeting minutes
- The minutes should be initialled on each page as well as signed on the final page.

The Parish Council then went through the Annual Governance Statement as part of the 2013/14 audit and the Vice Chairman signed off the documents. As part of this process the Parish Council reviewed the risk assessment processes which had been implemented for 2013/14 and agreed to continue them into 2014/15. This included Councillor Curtis Hayward reviewing the accounts at the half year point.

The Council then discussed and signed off the following payments:-

- £99.40 - HALC membership (this had been reduced by 20% because of the shared Clerk role with Preston Candover & Nutley Parish Council)
- £25.00 - Clerk's finance training through HALC
- £265.00 – Insurance (this included a reduction of £13.95 for signing up to a 3 year fixed price)
- £50.00 – Internal audit
- £350.00 – Grant to St Peter's church
- £1,000.00 – Grant to Candover Valley Club
- £400.00 – Grant to Candovers Cricket Club
- £300.00 – Grant to 1<sup>st</sup> Candover Scout Group

The Clerk explained that the Parish Council had received £3,437.00 from Basingstoke and Deane which was 50% of the precept (£1,500) along with the General Grant (£1,100), Grass Cutting Money (£620) and Council Tax Support (£217). There had also been 32p of interest paid on the bank account.

This gives a current balance of the bank accounts as £10,071.86 with a budgeted further income of £1,523.68 and budgeted expenditure of £3,730.60 to give a closing balance of £7,864.94 at year end.

## **758 Planning**

**Moth House** – The confirmation of approval which was received for the use of one of the separate outbuildings as a dwelling was not in relation to the retrospective application made at the end of 2013. The previous applications for outbuildings are as following:-

- 6/5/04 – BDB/58600 Conversion of garage and log store to two storey dwelling involving raising the roof (withdrawn)
- 26/5/04 – BDB/60919 Conversion of garage and log store to two storey dwelling involving raising the roof (withdrawn)
- 7/11/05 – BDB/62224 Conversion of garage and log store to two storey dwelling involving raising the roof (granted)

- 23/2/12 – BDB/75934 Erection of oak framed outbuilding following demolition of existing (withdrawn)
- 21/6/12 – BDB/76610 Erection of oak framed out building for estate office, games room and gym (granted)
- 27/11/13 – 13/02519 Retrospective application

There has been no decision made about the retrospective application made in 2013.

**Gates at Woolpack Inn** – A letter had been received from Mr Clive Hancock, Agent for Woolpack Inn Limited, on 12<sup>th</sup> March 2014 which had been circulated to the Councillors. It was agreed by the Council that they should implement the same rules for all applications and so as the gate did not meet the requirements against which permission was granted that the gate should be changed.

**Action:** [Chairman to speak to Mr Hancock](#)

#### **759 Candover Valley Club update**

Mr Parks reported that the Candover Valley Club were doing well with raising £20,000 for the renovation work to the front bar and patio area. £3,000 had been collected through the golf day and the quiz which had been run as fund raising events.

#### **760 Flooding**

There have been two meeting (31<sup>st</sup> March & 30<sup>th</sup> April) held in the valley to discuss the flooding and making sure that changes are made to ensure future years are not an issue. At the second of these meeting the Environment Agency, Borough Council and Highways team have agreed to draw up a plan of the work to be carried out and then return to the valley to present it. At this point costs will be discussed and any contribution by the Parish Council or local landowners discussed.

Councillor Curtis Hayward had spoken to the Environment Agency about the issue with the pumping station and Southern Water placing a grid across the waterway to prevent blockages. However this has impeded water flow and Councillor Curtis Hayward was looking to get it removed. The Environment Agency had suggested that they be included with any correspondence as they would have powers to ensure the work is done.

#### **761 General Correspondence**

Revised version of the Local Plan from Basingstoke & Deane –there is little which directly impacts the Candover Valley

Letter from Jenny Francis at Pegs Cottage – raising concern about the volume and speed at which tractors travel up and down the Woodmancott Road. Mrs Francis asked the Parish Council to contact Mr Peter Croswell and ask that the tractors slow down and are more respectful of other drivers.

**Action:** [Chairman to write to Mr Croswell and explain the concern.](#)

#### **761 Any Other Business**

**War Memorial** – Councillor Willmott explained that he and Mr Brand had identified what was required and had formed a small team to get the work done. The Clerk asked if the £250 budget for the work would be sufficient and it was agreed that it may only be the brass

plaque which the Parish Council would need to pay for and therefore the costs would be on budgets.

**Wind Turbines** – The Vice Chairman reported that the plans for the wind farm at Woodmancott are on-going and we await a determination date from Basingstoke & Deane Borough Council.

**762 Date of next meeting**

Tuesday 17<sup>th</sup> June 2014 at 7:00pm at the Candover Valley Club.

Future meetings:-

Tuesday 2<sup>nd</sup> September

Tuesday 21<sup>st</sup> October

Tuesday 9<sup>th</sup> December