

# PRESTON CANDOVER AND NUTLEY PARISH COUNCIL

## MINUTES OF MEETING OF THE COUNCIL

**Date:** Monday 21<sup>st</sup> October 2013. **Time:** 7:30pm

**Venue:** Preston Candover Village Hall

**Present:** Keith Irons Chairman

Alex Taylor

David Wilson

Rob Marks

Wendy Simson Clerk

PC Andy Reid

**Apologies:** Charles Bradshaw Vice-Chairman

Alan Owencroft

Daphne Prosser

Marion Philips

### 157 Apologies

The Clerk explained that Councillors Owencroft, Phillips and Prosser were not able to attend the meeting and had sent their apologies. The Vice Chairman was also not at the meeting.

### 158 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.

### 159 Police Update

The Chairman proposed that the agenda should be changed to allow PC Reid to give his report after the minutes of the previous meeting had been signed, to allow him to continue with his duties elsewhere. This was agreed.

**Action:** Clerk to amend agenda for next meeting

PC Reid explained that parking at the school was still an issue, with cars being parked in hazardous positions, including close to the entrance to Stenbury Drive. The Senior Police Office for highways and a member of the District Council team were to visit the village later in the week to look at possible solutions including putting yellow lines in particular areas.

The Chairman said that the situation could only get worse if the owners of the driveway to the tennis courts stopped parents from using this driveway to access the tennis court car park.

PC Reid explained that there had been 5 incidents in Preston Candover since the last meeting and 1 in Nutley, they are:-

- 17/9 – a car illegally parked in Stenbury Drive, Preston Candover was given a fixed penalty notice

- 30/9 – Neighbour dispute in Preston Candover
- 4/10 – A group of young men seen near Moundsmere Manor, Preston Candover, all were found to have cannabis on them and enforcement action has been taken
- 11/10 – A HGV knocked down tree branches in Preston Candover
- 12/10 – a Group of youths were seen in a car in a garden of a house on the Wield Road, Preston Candover.
- 18/10 – A road traffic accident with damage to 2 vehicles at Flockmore Farm, Nutley.

Councillor Marks asked about the purchase of a Speed Indication Device which the Parish Council have been considering. The Chairman explained that this was to be purchased from the section 106 funds but the Council was waiting for the Highways Department to agree this. PC Reid confirmed that he would be able to ensure the accuracy of the equipment which would be calibrated by using a laser in conjunction with the device for testing.

PC Reid explained that there were still plans for a local speed watch programme with other local councils combining to purchase the equipment, and by then visiting one another's villages to carry out the checks so nobody needed to catch their neighbours. The Chairman expressed an interest in Preston Candover being involved and PC Reid said that he would update the council at the next meeting.

**Action:** PC Reid to give an update on the Speed Watch Project

## 160 Matters Arising

**Lengths Man Role** – Councillor Taylor explained that he had been in contact with Hampshire Association of Local Councils (HALC) and investigated the project that they were running. The Project required a group of Parish Councils, usually about 10, to apply as a group. The lead Parish would receive £1,000 to administer the project and each of the Parishes would get up to £1,000 to pay for work done. A contractor would then be identified to carry out the work and the administrator would organise the work programme. The funds would all be paid to the lead Parish Council who would pay the invoices as they came through and report any issues. Councillor Taylor said that while he saw having the work done as being an excellent idea he felt that this system would be un-workable.

Councillor Taylor said that the local farm Moundsmere charged £35 per hour for getting heavy work done, such as strimming verges with a tractor, and using other specialist equipment and that this may be a much better way to get the work carried out.

The Parish Council discussed the Lengths Man at Upton Grey, George Hillier, who Councillor Philips spoke to about his role. The job description was much less heavy labour at Upton Grey and the Lengths Man's salary was paid directly by the Parish Council and no grants were claimed from HALC.

It was agreed that Councillor Taylor and the Clerk would draft an advert for the Oxdrove ready for the next meeting, listing the job description as including clearing ditches but also other work such as fixing the gate post at the play area.

**Action:** Councillor Taylor and Clerk to draft advert

The Chairman also asked that the Clerk raise the matter at the Candovers Parish Council meeting on 10<sup>th</sup> November.

**Action:** Clerk to add to the agenda at Candovers Parish Council meeting.

**Village Hall grant for decorating** – The Chairman explained that he had given the Chairman of the Village Hall Committee the paperwork to apply for a grant but had not received anything back. The Council agreed no further action could be taken until this had come through.

**Survey** – The Chairman explained that 139 completed surveys had so far been entered onto Survey Monkey and that there were approximately another 100 to be put on. Councillor Marks explained that a small number were still being dropped off at the village shop and the Council agreed that the close for accepting these would be Friday 25<sup>th</sup> October.

The Chairman said that in the survey the Parish Council had committed to holding a public meeting to discuss the results and consider next steps. Councillor Marks explained that HALC were holding a meeting about local shops for the whole of Hampshire at the Preston Candover village hall on 14<sup>th</sup> November and suggested that the Parish Council should have their meeting in the evening on this day. On the agenda needed to be the feedback from the survey but also public sector loans that were available and also volunteers to help run the shop.

**Action:** Councillor Marks to ensure village hall could be booked for the evening of 14<sup>th</sup> November.

**Action:** The Chairman and Councillor Wilson to look at the survey monkey data and create the PowerPoint for the evening.

The Parish Council also discussed the longer survey which had been developed earlier in the year and it was agreed that it would be put on the website in November and all those who ask to be contacted by the site automatically would receive the survey. The Parish Council did discuss using the email addresses of those who had completed the shop survey but the Chairman pointed out that the survey stated that the contact details would not be used or passed on.

**Telephone box** – The Chairman said that the Clerk had been advised by BT that the Village Hall Committee had purchased the telephone box in Preston Candover.

**Contact List** – The Clerk had circulated the updated contact list which the Parish Council agreed was now correct.

**Action:** Clerk to place updated contact list on all Parish Council notice boards.

**War Memorial** – The Chairman explained that some information had been received about grants which were available for refurbishing the war memorial in advance of the 100<sup>th</sup> Anniversary of the start of World War 1 next year.

**Action:** Chairman to bring information about grants and possible costs for the work to the next meeting.

## 161 Financial statement

The following payment were discussed at the meeting and agreed:-

- £120.00 for grass maintenance

The Clerk explained that the second part of the precept had been received from Basingstoke & Deane Borough Council for £3,500 and 85p interest had been paid on the accounts.

The Clerk asked the Parish Council about whom to send the Grant Application paperwork to in readiness of the budgeting process to be carried out at the November meeting. The Council agreed that the Scouts should get an application for both 2013/14 and to be added into the budget for 2013/14. The Chairman explained that he had already given paperwork

to the Village Hall Committee who was the only other group who regularly applied for any grant funds.

**162 Planning Applications**

None, however the Chairman ensured everyone had been invited to the meeting about the Wind Farm at Woodmancott on 31<sup>st</sup> October.

**163 Council Property**

The Chairman said that a survey was still required of the land at Preston Oakhill's.

**164 Section 106 funds**

The Chairman explained that there was still money to be spent from the section 106 money which the Parish Council received as a result of the housing development at Farrier's Close, as follows:-

- £18,067 held in trust with Hampshire County Council's Highways Department which could be used for work such as the road junction at Wield, the street lamp at the lay-by in Preston Candover and the speed indication device.
- £2,004 for Community use
- £2,604 for open spaces
- £4,029 for play areas
- £6,080 for community use had already been spent by the Village Hall Committee on the decking area.

The Chairman proposed that the Council should spend the £4,608 from the community use and open spaces allocations to carry out improvement work on the area in the centre of the village, to include the field next to the village hall. The Chairman explained that he had, with the kind co-operation of Lord Sainsbury, been able to secure a 21 year lease of the field for the Parish Council. He also pointed out that there was money for a tree to be planted as part of the Jubilee Celebrations in 2012, which could be purchased and planted in this area.

**Action:** Chairman to speak to Village Hall Committee about plans for field and centre of village

**Action:** Chairman to speak to resident who has offered to draw up plans for the area.

**165 Flooding**

Nothing to report

**166 Valley & Council Website**

The Chairman said there were now some instructional videos online explaining how to put information onto the website which Councillor Philips and Mrs Peisley, the representative at Candovers Parish Council, should be able to access.

**Action:** Chairman to pass on video information.

Councillor Wilson suggested that the feedback from the Village shop survey should go on the website and be depicted through graphs and pie charts. The Chairman also suggested that residents should be directed to a registration form which would ensure emails could be sent to them, including the survey.

**Action:** Chairman to ensure data and registration are both on the website.

**167 Play areas**

Councillor Owencroft was not at the meeting but the Clerk had circulated the most up to date inspection report. Councillor Wilson suggested that a small working group be put together to get the actions on the report completed.

**168 Highways**

The Chairman explained that the road sign at the end of the Dummer Road in Axford was still missing, this sign directed vehicles either to Alresford or Basingstoke.

**Action:** Chairman to speak to highway department about this.

**169 Rights of Way**

The Chairman explained that a group of 20+ motorcycles had been seen racing through Preston Candover on Sunday 13<sup>th</sup> October. They were using village roads and part of the Oxdrove as a circuit. This had been reported to PC Reid and some photos had been taken as evidence.

**170 Village Hall**

The Parish Council discussed the Village Hall's New Year celebration drinks party which was held on 2<sup>nd</sup> January last year and to which the Chairman and Councillor Wilson attended. They reported back that the event had a very low turnout and the Parish Council discussed if this was the best use of the funds. The Parish Council also discussed the annual Christmas tree burning which happens mid January and is very well attended. It was suggested that, perhaps, the funds could be given to this event instead of the New Year's drinks party

**Action:** Chairman to speak to Chairman/Secretary of Village Hall Committee about this change.

**171 General Correspondence**

The Chairman explained that he had circulated some information about a fine which the Parish Council had incurred for failing to submit the P14 and P35 forms at the end of 2012/13. The Clerk explained that she had received a letter in April which suggested that as the Parish Council had not completed any P11s during the year that a nil return was required. This was duly completed. However, this was incorrect and due to correspondence being sent to both the current and previous Clerk's address the notification of this error was not received until September when the paperwork was 4 months overdue and a £100 per month fine had been levied. The Clerk explained that she had spoken to the Chairman and had written a letter appealing against the fine but this had been rejected. The Chairman had written to have the appeal reviewed but was not confident of the situation being changed. The Chairman explained that the Clerk had offered to pay the fine herself but this was rejected by the Chairman and the Councillors. The Chairman suggested that the fine be paid immediately so no further interest is added to the bill. This was agreed by the Council and the payment signed off.

**Action:** Clerk to send on payment of fine.

**172 Any other business**

The Chairman explained that the fax/printing machine, which was purchased following the last meeting for Councillor Owencroft, has been found to be unsuitable. However, when the Chairman received it back the 14 day return period had expired. The Council agreed to keep the equipment for use when an office area can be located.

Councillor Taylor explained that when delivering the survey at Moundsmere Close that one of the residents explained that one of the flats had been rented by someone who rarely used it.

**Action:** Clerk to make the Vice Chairman aware as he sits on the Charity Committee which manages the properties.

Councillor Marks explained that he had been discussing the broadband speed in the valley with the Chairman from Candovers Parish Council and the cost of having it brought into the valley. Councillor Wilson explained that he had also thought of paying to have the speed upgraded but had received an email to say that fibre optic cables were due to come through the valley by 2015.

The Chairman raised the HALC training dates including a session on finance training on 4<sup>th</sup> November for the Clerk to attend.

**Action:** Clerk to check her availability.

**173 Date of next meeting**

Monday 18<sup>th</sup> November 2013 at 7:30pm, in the Preston Candover Village Hall.