

**Minutes of the Meeting of North Baddesley Parish Council held on Monday 12<sup>th</sup> February 2018 at 7.00pm in the Sports Pavilion, Recreation Ground, Sandy Lane, North Baddesley.**

Present: Cllr D Knight (Chair), Mrs P Darnton, C Hill, D Middlewick, M Selfe and P Thompson

Absent: Cllrs Mrs A Tupper and A Warnes

In Attendance: J Harrington, Parish Clerk (Minutes)

Members of the Public: 2 Representatives from Baddesley Park Football Club, the Parish Council groundsman and one member of the public

**17-18/0343**

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs Tupper who was unwell and Cllr Warnes who had a work commitment.

**17-18/0345**

**DECLARATION OF INTERESTS/DISPENSATIONS**

Cllr Selfe declared an interest in Minute 17-18/0371 “Review of Procedures”, Cllr Knight declared an interest in Minute 17-18/0363 “Pavilion Plans” and Cllrs Knight and Darnton declared an interest in Planning Application 17/03203/FULLS – 1 Baddesley Close. Cllrs Selfe, Knight and Darnton did not take part in any discussions concerning these items. There were no other declarations of interest/dispensations.

**17-18/0346**

**PRESENTATION TO E COSIER**

Mr Cosier was unable to attend the presentation due to his wife’s continued illness and had informed the Clerk that he would try to attend the March meeting but otherwise the Chairman and the Clerk would visit Mr Cosier at his home to make the presentation.

**17-18/0347**

**POLICE REPORT**

There were no Police present and a report had not been sent in. The Clerk to invite the new PCSO Phoebe Settle to attend a future meeting.

17-18/0348

**OPEN PERIOD**

There were 3 members of the public present and the Parish Council groundsman. One member of the public had attended to comment on the newly installed children's playground. He felt that a few of the items in the infant section were too difficult for very young children to climb and could be a safety hazard. The Chairman pointed out that the manufacturers, Wicksteed, were the oldest company in the UK, if not the world, with a very well established reputation. The playground had been built to Rospa and British Standards and had been installed in many parts of the UK. The playground equipment had been designed to challenge children of all ages.

Two representatives from Baddesley Park Football Club had attended with the Parish Council groundsman to discuss proposed improvements to the football pitches. Frequency of grass cutting was discussed and agreed and further discussions centred around slitting and sanding. It was pointed out that a drainage system had been installed by HCC many years ago in the area of the former cricket field. The Clerk to investigate whether the original drainage plans could be obtained from HCC. It was agreed that Baddesley Park Football club would set a budget or how much they were willing to contribute to improvements and the Parish Council agreed that they would contribute also. The groundsman would detail what could be achieved within the set budget.

Cllr Mrs Darnton requested a fixtures list which would be supplied.

**RESOLVED: that Baddesley Park FC would email the Clerk with a budget amount, the Parish Council would decide upon their contribution and then a meeting would take place with the Groundsman to discuss what could be achieved for the budget amount. A fixtures list would also be supplied.**

The three members of the public left the meeting.

The groundsman informed that the sensor in the men's urinals was leaking and needed replacing. It was unanimously agreed that a new one should be purchased.

**RESOLVED: that the groundsman would purchase a new sensor for the men's urinals**

It was agreed that a Legionella testing programme would be put in place in the pavilion. This would involve monthly checking of the temperature of the water and a three-monthly testing of a sample of the water which would be sent off for analysis. If bacteria was found the water would be treated. The groundsman would put together a package.

**RESOLVED: that the groundsman would quote for a Legionella testing programme.**

Cllr Knight reported that the extractor fans in the toilets were dirty. It was agreed that cleaning of the extractor fans at the pavilion would be put in the cleaning programme.

**RESOLVED: that the Groundsman would clean the extractor fans in the toilets as part of the cleaning programme.**

Users of the pavilion had reported that the rooms felt cold. The groundsman agreed to look at the thermostats. It was also agreed that a checklist of all appliances needed to be compiled and a regular system of checking put in place. The groundsman agreed to compile a safety checklist and look at the cost involved.

**RESOLVED: that the Groundsman would look at the thermostats at the pavilion with a view to regulating the heating temperature and compile a checklist of all appliances and look at the cost involved in setting up a regular checking system.**

Repairs to the barrier gate at the entrance to Sandy Lane were still awaited. The groundsman to chase Jose Bessa who would be carrying out the works.

The speed bumps in Sandy Lane were not yet painted as the weather had been too wet. The groundsman agreed to put the works in hand as soon as possible.

The Chairman thanked the groundsman for attending and he left the meeting.

17-18/0349

**MINUTES**

It was unanimously resolved that the previous Minutes be accepted as an accurate record and were duly signed by the Chairman

**MATTERS ARISING**

17-18/0350

**CHILDREN'S PLAYPARK (Minute 17-18/0305)**

It was agreed that once the Astroturf had been inspected the playpark could be signed off and opened for public use. The Clerk to ask for certification from Wicksteed before it was opened. The fence would need to be removed and the swings put in place. The groundsman to fill a large puddle at the entrance to the Recreation Ground with shingle. **RESOLVED: the Clerk to liaise with Wicksteed over signing off the playpark ready for public use and the groundsman to fill the puddle with shingle.**

17-18/0351

**ALLOTMENTS (Minute 17-18/0307)**

The Clerk provided the Allotments Committee with a numbered plan of the allotments and a suggestion of new numbering. The Chairman undertook to find the key to the allotments noticeboard. The Allotments Committee reported that no-one turned up for their last meeting on site. Cllr Mrs Darnton suggested that they keep a log to record attendance. **RESOLVED; that the Allotments Committee would keep a log of attendance at their meetings.**

17-18/0352

**DEFIBRILLATORS (Minute 17-18/0308)**

Purchase of the two defibrillators had been delayed until the start of the new financial year.

**17-18/0353 SCOUT HUT LEASE (Minute 17-18/0310)**

No further progress had been made.

**17-18/0354 TREES IN SANDY LANE (Minute 17-18/0311)**

HCC had confirmed that, under the Highways Act 1980 Section 154, it is the responsibility of the landowner to ensure that any trees under their control do not obstruct a public right of way. HCC are responsible for protecting the public's right to pass and re-pass over someone else's land. HCC confirmed that they did not own the land over which footpath 8 passed but did own a small area of land on the eastern side ( the former cricket field which the Parish Council leases for a peppercorn rent). It was agreed that the Clerk would look at the lease to determine who was responsible for the maintenance of the trees on this piece of land. It was also agreed that a Tree Surgeon would be asked to look at the trees in the lane to determine which ones were in the most urgent need of maintenance works. The Clerk would also look at the lease for Sandy Lane car park which was rented from Cranbury Estates to see who was responsible for maintaining the trees in that area also.  
**RESOLVED: that the Clerk would look at the lease with HCC and the lease with Cranbury Estates and liaise with a Tree Surgeon**

**17-18/0355 TENNIS COURTS (Mi) nute 17-18/0312**

Two quotations for works to pressure wash and treat the tennis courts were compared. It was agreed that Benica solutions would carry out the works for a total cost of £830 plus VAT.

**17-18/0356 SCHOOL CROSSING PATROLS (Minute 17-18/0314)**

A lot of support had been received from other Parish Councils to fight against proposed cuts to school crossing patrols. However HCC had issued a statement indicating that they did not intend to cut the school crossing patrols.

**17-18/0357 COMMUNITY GOVERNANCE REVIEW (Minute 17-18/0315)**

TVBC and neighbouring parishes had been informed of the Parish Councils proposals. TVBC had asked for evidence to back the proposals and the Clerk would supply them with this information.

The Chairman informed members that a representative from TVBC would be attending the next TVATPC meeting for further discussions.

**17-18/0358 DESIGNATED PUBLIC ORDERS SPACES (Minute 17-18/0316)**

TVBC had confirmed that they would replace the signs where they were currently placed. A copy of the new sign design was not yet finalised. The Clerk to request a list of the original locations as some of the signs were missing.

**RESOLVED: that the Clerk would liaise with TVBC over the location of the signs.**

**17-18/0359 SOCIAL MEDIA POLICY (Minute 17-18/0321)**

It was agreed that the Parish Council would adopt HALC's Social Media Policy and the Clerk would put it on the website. **RESOLVED: that the Clerk would put the adopted Social Media Policy onto the Parish Council website.**

**17-18/0360 VILLAGE DAY (Minute 17-18/0324)**

Cllr Hill undertook to send the Clerk a photo and an article for the website.

There were proposals to keep the event open until 7pm with a bar, hog roast and live music. Organisers had yet to find someone to open it.

**RESOLVED: that the Clerk would email a reminder to Cllr Hill regarding a photo and an article for Village Day**

**17-18/0361 EXTENSION TO SPORTS PAVILION/FACILITIES AT RECREATION GROUND (Minute 17-18/0324)**

Two quotations for the caged areas and surfacing for the new MUGA, tennis courts, lawn bowls and cricket nets had been received. A further quotation was awaited.

It was agreed that the Recreation Ground committee would meet to discuss the quotes for the grass matting, picnic table, bench and rubbish bin.

**17-18/0362 TRAINING (Minute 17-18/0337)**

The Clerk was unable to book Cllr Middlewick on the Data Protection course on the 6<sup>th</sup> March but would endeavour to book a future course.

**17-18/0363 PAVILION PLANS (Minute 17-18/0340)**

*Cllr Knight declared an interest and left the room during the debate.*

It was agreed that more written evidence of the works undertaken to date should be provided to the Parish Council. The Clerk to liaise with Knight Architectural Design. **RESOLVED: that the Clerk would liaise with Knight Architectural Design for more written evidence.**

**17-18/0364 POTHOLE OUTSIDE BEDES LEA (Minute 17-18/0341)**

No works had yet been carried out. The Clerk to chase.

**17-18/0365 HOE LANE DEVELOPMENT (Minute 17-18/0342)**

TVBC had confirmed that outline planning permission had been deferred.

**17-18/0366 COMMUNITY WARDEN SCHEME**

As there had been no further progress made and no update from Nursling and Rownhams Parish Council, it was agreed that Cllr Knight would telephone the Chairman. Cllr Knight left the room to make the call. The Chairman of Nursling and Rownhams Parish Council confirmed that the scheme had been abandoned.

**17-18/0367 SPEEDING CONTROLS – ROWNHAMS LANE**

Speeding controls in Rownhams Lane and the use of repeater signs were discussed at length.

The Chairman confirmed that the speed repeater sign in Castle Lane was owned by Chilworth Parish Council. TVBC owned repeater signs which they constantly moved to different locations in the area.

Statistics had shown that the signs were not effective and they were expensive to purchase and run. Evidence compiled by HCC had shown that there were no accidents in the lane and therefore it did not warrant the use of certain traffic calming measures. The Parish Council had no powers to implement the use of traffic calming measures in the lane, it was the responsibility of HCC.

**17-18/0368 LIBRARY**

The lease was due for renewal and Aster had significantly increased the amount. New locations were being looked at and a proposal was put forward to erect a portacabin on the land at Heath Road. The area of grassed land owned by TVBC opposite the library was also being looked at. The Parish Council would keep to their original agreement to help the library out if they could.

**CORRESPONDENCE****17-18/0369 FLEMING AVENUE AND LAVINGTON GARDEN CAR PARKS**

It appeared that Lavington Gardens and Fleming Avenue car parks were being used to run a scrap metal business. Scrapped cars were being stripped down in the car parks and a van and cars with scrap metal stored on them were constantly parked there. It was agreed that the Clerk would inform TVBC, HCC and the Police.

**RESOLVED: that the Clerk would liaise with TVBC, HCC and the Police**

17-18/0370

**TREES**

A request had been received from a resident to plant more trees in the village. The Clerk to reply that most of the land in the village was owned by TVBC but the Parish Council had planted many trees on their own land in recent years.

17-18/0371

**REVIEW OF PROCEDURES**

*Cllr Selfe declared an interest and did not take part in discussions.*

It was agreed that, following on from the Clerk and Cllr Middlewick attending a course on the new General Data Protection Regulations due to come into force on 1<sup>st</sup> May, the Parish Council would review all their procedures regarding handling and storage of personal data and put in place a new Data Protection Policy.

17-18/0372

**OTHER CORRESPONDENCE**

None

17-18/0373

**HEALTH AND SAFETY/ RISK ASSESSMENT**

There were currently no health and safety issues.

17-18/0374

**QUESTIONS/REPORTS FROM MEMBERS PRESENT**

There were no questions/reports from members present.

17-18/0375

**APPROVAL OF ACCOUNTS FOR PAYMENT**

Contractor costs, Clerk Salary, HMRC	4901.85
Sustainable Communities – CDW and CE and F Project	250.00
Sustainable Communities – Contract 3	67.50
Benica Solutions Ltd – Various as invoice (paint, cleaning products, supplies for pavilion, disposal of fly-tipped rubbish)	490.28
Winchester Garden Machinery – Service and repairs to tractor	920.37
CP Lubricants – Gasoil and heating oil	1032.15
Foster Tree Care – Treeworks at Mountbatten Park	375.00
J Harrington- Reimbursement for ICO Registration	35.00
County Locksmiths – 2 master keys for pavilion	21.00
Benica Solutions Ltd – Maintenance of St John’s Churchyard	128.00
Benica Solutions Ltd – Pavilion cleaning	600.00
S M Butler – 2 qtrs accounts, charity accounts and internal audit	1881.00
<b>TOTAL</b>	<b>£10,702.15</b>

Proposed: **Cllr Mrs P Darnton** Seconded: **Cllr D Middlewick**

17-18/0376

**TREES**

18/00206/TPOS Borden Way, Harris Way and Ennel Copse, North Baddesley Carry out various tree works as described in the submitted schedule. **No objection – subject to Arboricultural Officer’s approval**

17-18/0377

**PLANNING APPLICATIONS**

18/00009/FULLS 21 Rownhams Lane North Baddesley Demolish bungalow and garage; erect a pair of semi-detached chalet bungalows and garages. **Objection – Not in keeping with street scene.**

17/03203/FULLS 1 Baddesley Close North Baddesley **Cllrs Knight and Mrs Darnton declared an interest and left the room during the debate** Demolition of existing house and the erection of 5 no dwellings with car parking and new accesses. **Objection – overdevelopment, parking spaces for plots 1,2 and 3 are too near corner and could be dangerous**

18/00312/FULLS 150 Botley Road North Baddesley Single storey rear extension to form a lounge/ breakfast room, extension of dormers in bedroom 2 creating a flat roofed section between and extending the floor space and creation of new side access. **No comment**

18/00373/FULLS 10 Middle Road North Baddesley Proposed single storey rear extension to replace conservatory. **No comment**

The meeting closed at 10.30pm