

Minutes of the Meeting of North Baddesley Parish Council held on Monday 14th October 2019 at 7.00pm in the Sports Pavilion, Recreation Ground, Sandy Lane, North Baddesley.

Present: Cllr D Knight (Chair), D Middlewick, P Thompson, R Walmsley, A Warnes, V Wotton and A Yellin

Absent: Cllrs C Hill and G Louden

In Attendance: Rosie Wilcox, Community Support Co-ordinator, Linda Bate, Youth in Romsey Representative, J Harrington, Parish Clerk (Minutes)

Members of the Public: None

19-20/0234

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Hill due to a work commitment and Cllr Louden who was abroad.

19-20/0235

DECLARATION OF INTERESTS/DISPENSATIONS

Cllr Walmsley declared an interest in Planning Application 19/02379/FULLS and did not comment. There were no other declarations of interest/dispensations.

19-20/0236

COMMUNITY SUPPORT CO-ORDINATORS

Cllr Knight welcomed Rosie Wilcox to the meeting. Rosie gave an overview of the work that the two part-time Community Support Co-ordinators were undertaking and the aims that they were trying to achieve. The project had started in June and was being overseen by Mike Dear of Sustainable Communities. Mike had organised workshops as learning was part of the project. The CSCs were liaising with as many groups in North Baddesley as possible by visiting, telephoning and emailing questionnaires. They were also contacting local businesses regarding potential apprenticeships. Mike was keen to get a weekly bulletin produced but to date he had not found anyone to undertake the task. It was hoped that information could be uploaded onto the website and Facebook in the future and posters would be produced for the noticeboards.

19-20/0237

OPEN PERIOD

The Chairman welcomed Linda Bate of Youth in Romsey to the meeting. Linda had attended to explain the purpose of Youth in Romsey, and emphasized the help and support that they offer to young people in the area. Youth in Romsey was introduced over 20 years ago and provided support and advice on a wide range of issues including mental health, sexual health, careers and technology. More young people were turning to Youth in Romsey as support in schools was being squeezed and the Mental Health services were overrun. Youth in Romsey covered the whole of Southern Test Valley but was a small individual group and therefore did not qualify for funding from a large number of sources. Staff comprised of 2 full-time and two part-time workers with a few volunteers. Workers liaised closely with parents and families and with the local schools. Youth in Romsey was seeking help from all the parish councils in the area to contribute towards a three-year plan to commit to giving young people what they need in the way of support and advice. If all the parish councils in the area contributed the service would continue to run. Several other avenues of funding were being sought.

The Chairman thanked Rosie and Linda for attending and they left the meeting.

19-20/0238

MINUTES

Minute 19-20/0190 should read “105 saplings” and not “103 saplings”. It was then unanimously resolved that the Minutes of the previous meeting be accepted as an accurate record and were duly signed by the Chairman.

MATTERS ARISING

19-20/0239

RECREATION GROUND COMMITTEE (Minute 19-20/0193)

It was agreed that the next meeting of the Recreation Ground Committee would take place after the next Planning meeting on 28th October. Items for discussion would include: Updating of Asset Register

Playground signs

Septic tank

Head of Terms – Hoe Lane development

Stackable tables and chairs for pavilion – choose from County Supplies catalogue

Cost of Rear Garden Extension Licence

19-20/0240

ALLOTMENTS (Minute 19-20/0195)

The fence post had been repaired and the fencing wire roll collected. All other action points on the Allotments Committee Minutes had been undertaken.

It was agreed that vacant allotments would only be offered to those on the waiting list and not to existing plotters. With regard to a complaint regarding the lighting of fires, it was agreed that plotters should be reminded of the rules.

19-20/0241 SEPTIC TANK (Minute 19-20/0196)

Cllr Knight reported that he had spoken to a resident building a house in Castle Lane opposite the entrance to Sandy Lane. He confirmed that he had been told the location of the sewerage pipes and that pipes from the sports pavilion could tap into these making a much easier connection to mains drainage. The Clerk undertook to contact Southern Water to obtain a plan showing the pipe in Castle Lane and asking for permission to connect into it.

RESOLVED: that the Clerk would contact Southern Water for a plan and for permission to connect into the pipes.

19-20/0242 PLAYGROUND SIGNS (Minute 19-20/0197)

It was agreed to defer making a decision about the signs until the next Recreation Ground Committee meeting.

19-20/0243 FENCING TO CAR PARK (Minute 19-20/0198)

It was agreed that dragon's teeth were a better option than fencing. A quote was awaited from the groundsman. Once received, the Clerk undertook to obtain two more quotes based on the groundsman's specification.

RESOLVED: that the Clerk would seek two more quotations for dragon's teeth.

19-20/0244 BROADBAND (Minute 19-20/0199)

Cllr Wotton reported that poles had been put up in Ringwood Drive and wires attached but no further progress had been made.

19-20/0245 PHONE BOX (Minute 19-20/0200)

The phone box had been painted. The Clerk to ensure that the defibrillator sign was put up. A member of the public had offered to check the defibrillator from time to time.

RESOLVED: that the Clerk would ask the groundsman to put up the defibrillator sign.

19-20/0246 OLD NOTICEBOARD IN FLEMING AVENUE (Minute 19-20/02017)

The old noticeboard in Fleming Avenue had been painted.

19-20/0247 NEW WEBSITE (Minute 19-20/0202)

The Clerk undertook to get more training on the website.

19-20/0248

HOE LANE DEVELOPMENT (Minute 19-20/0203)

The developers had been in touch to arrange a meeting to discuss their latest designs and to finalise the Head of Terms. It was agreed to invite them to the December meeting. Discussions concerning the Head of Terms would take place at the next Recreation Ground Committee meeting and it was agreed that the Scouts should be invited to the November meeting to keep them involved with any decisions. **RESOLVED: that the Clerk would invite the developers to the December meeting and the Scouts to the November meeting. The Clerk would also re-send the Head of Terms to members.**

19-20/0249

GUIDES (Minute 19-20/0204)

The Guides were no longer using the pavilion for their meetings but had relocated to the Scout Hut in Mountbatten Park. However more lightweight stackable tables and chairs were still needed for the pavilion and it was agreed to discuss the options at the next Recreation Ground Committee meeting.

19-20/0250

COMMUNITY CENTRE FENCE (Minute 19-20/0206)

No further progress had been made concerning ownership of the fence between the Community Centre and the Health Centre. The Clerk undertook to contact TVBC to find out who is responsible for the boundary fence.

19-20/0251

TREES IN THE GROUNDS OF THE JUNIOR SCHOOL (Minute 19-20/0209)

An update was awaited from Cllr Louden.

19-20/0252

MUGA (Minute 19-20/0210)

There were discussions over the size and production of the basketball backboards. The Men's Shed quoted £180 plus VAT for production, painting and delivery. The groundsman would undertake installation. Cllrs Walmsley and Middlewick declared an interest and did not take part in the vote. It was agreed amongst the rest of the members to accept the quotation from the Men's Shed.

19-20/0253

MANHOLE COVERS (Minute 19-20/0211)

No works had yet been undertaken to lower the manhole covers in the path bordering the sports pavilion. The Clerk to chase the groundsman. **RESOLVED: that the Clerk would chase the groundsman concerning the manhole covers.**

19-20/0254

PLAYPARK (Minute 19-20/0212)

The Clerk to chase the groundsman for the list of spares needed for the playpark and their cost.

RESOLVED: that the Clerk would liaise with the groundsman over the list of spares.

19-20/0255

COMMUNITY CENTRE (Minute 19-20/0214)

TVBC had informed that the earliest that they could enter into negotiations concerning the Community Centre was a year before expiry of the lease, i.e. February 2021. The Parish Council accepted this response but felt that it could at least start the process of relinquishing the lease and then plan in the earliest possible meeting. The Clerk to liaise with TVBC.

RESOLVED: that the Clerk would liaise with TVBC over relinquishing the lease.

19-20/0256

BUS SHELTERS (Minute 19-20/0215)

Cllrs Warnes and Walmsley had inspected the bus shelters and reported that they were all structurally sound. It was agreed that the two bus shelters in Fleming Avenue would be painted blue, the same as the other street furniture in the precinct. The ends would not be removed as they provided shelter from the rain. It was also agreed that the groundsman would be asked to cut out a letterbox type aperture in the bus shelter outside the Bedes Lea to enable those waiting for a bus to see when it was coming without having to step outside of the shelter. There were talks of applying for a Borough Councillor grant of £1000. **RESOLVED: that the Clerk would ask the groundsman to paint the bus shelters in Fleming Avenue blue and to cut out an aperture in the bus shelter outside the Bedes Lea.**

19-20/0257

SKATEPARK (Minute 19-20/0218)

The Parish Council accepted a quotation in the sum of £1923 excl VAT for works to repair the skatepark. The Clerk to inform the welder to put the works in hand and to ensure that safety equipment was used throughout the process.

RESOLVED: that the Clerk would liaise with the welder over works to repair the skatepark.

19-20/0258

RECREATION GROUND (Minute 19-20/0220)

TVBC had confirmed that 106 funding would be released for the outside furniture for the playground area. The Clerk would order the furniture as soon as the funding had been released.

One quotation for the gravel path had been received and a further two were awaited. The Clerk to chase.

19-20/0259

REAR GARDEN EXTENSION LICENCE (Minute 19-20/0221)

There were discussions around the revised Licence and covering letter. It was agreed that an explanatory letter would be sent out initially and then a further letter along with the new Licence shortly afterwards. Further discussions concerning the annual cost of the lease to take place at the next Recreation Ground Committee meeting.

19-20/0260

NALC REVISED FINANCIAL REGULATIONS (Minute 19-20/0222)

Cllr Walmsley had reviewed NALC's model Financial Regulations and highlighted proposed amendments which were unanimously agreed. The Clerk to amend the Regulations accordingly for adoption at the next meeting.
RESOLVED: that the Clerk would amend the Financial Regulations.

19-20/0261

KING'S SOMBORNE MEETING (Minute 19-20/0223)

Cllr Warnes had attended a meeting at King's Somborne Village Hall on 21st October. The main theme of the meeting was how Parish Councils could work better together. Detailed information attached.

19-20/0262

EXTERNAL AUDIT

The Clerk had circulated copies of the External Auditor's Report to all members before the meeting. Attention was drawn to the External Auditor's comments "the smaller Authority has not provided sufficient evidence of consideration of risk management arrangements by the whole authority during 2018/19". It was agreed that the risk assessment provided by the Internal Auditors, not as part of their Internal Audit Report, was adequate but although it had been circulated to all members, it had not been sufficiently considered at a meeting and minuted. The Clerk would ensure that this did not happen again in the future. As the risk management arrangements were the same every year, due to the fact that most procedures remained the same, a record of any changes would be kept on a spreadsheet by the Clerk during the year and brought to the Parish Council's attention. The risk assessment would be recirculated to all members and discussed and approved at the November meeting.

19-20/0263

LIBRARY

Cllr Hill was not present so there were no further updates on the Library.

CORRESPONDENCE

19-20/0264

BEADLE

The Editor of the Beadle had suggested a full colour version be trialled in January. The price would be similar to the current price. He had also suggested dropping the County and Borough reports completely as they were normally out of date and could be read in the Romsey Advertiser months before the Beadle went to print. The reports were also not particularly focussed on North Baddesley but covered a much wider area. It was agreed that a full colour version should be trialled in January and that the County and Borough Council reports should be dropped.

19-20/0265

REMEMBRANCE SUNDAY

The Clerk had made all the necessary arrangements for Remembrance Sunday – a road closure order was awaited from TVBC, the Police would be attending and the wreath was ordered. Cllr Wotton undertook to read out the names of the soldiers from both world wars at the memorial.

19-20/0266

TENNIS

Rosemary Williams had provided a report (see attached)

19-20/0267

TREEWORKS

Works to cut back trees overhanging the Recreation Ground from inside the car park of the garage on Botley Road were being undertaken. A Risk Assessment Method Statement had been supplied by the contractors who were accessing the trees via the Recreation Ground.

19-20/0268

OTHER CORRESPONDENCE

Email from the Rural/Market Towns Group dated 26 September 2019

19-20/0269

GRANTS

Due to lack of time, discussions concerning grants were deferred until the next meeting.

19-20/0270

HEALTH AND SAFETY/ RISK ASSESSMENT

There were currently no health and safety issues.

19-20/0271

QUESTIONS/REPORTS FROM MEMBERS PRESENT

There were no questions or reports from members present.

19-20/0272

APPROVAL OF ACCOUNTS FOR PAYMENT

Contractor costs, Clerk Salary, HMRC	5003.81
Wicksteed – New swing seat for playpark	57.00
Came and Company – Parish Council Insurance	5586.05
First Contact Fire and Security – Pavilion alarm	1049.26
First Contact Fire and Security – Fire extinguishers	159.84
Habistore – Toilet and drain unblocker for pavilion	8.70
Arco – Fire signs for pavilion	29.38
TLC Online – Beadle Printing	1549.30
Business Stream – Pavilion water	43.67
Sustainable Communities – Contract 3	75.00
Benica Solutions Ltd – Pavilion cleaning	600.00
Benica Solutions Ltd – Maintenance of St John’s churchyard	128.00
PKF Littlejohn – External Audit	720.00
First Contact Fire and Security – Call out for pavilion alarm and new part	186.00
Winchester Garden Machinery – Repairs to tractor	463.17
Paul Pimley – Beadle Editor	140.00
Scouts – Beadle Delivery	75.00
HALC – Clerk’s Update	12.00
Kat Lemon – Youth work September	896.18
Benica Solutions Ltd – Painting phone box and materials	440.36
Benica Solutions Ltd – Pavilion cleaning	600.00
Bencia Solutions Ltd – Maintenance of St John’s churchyard	128.00

TOTAL £17950.72

Proposed: Cllr R Walmsley Seconded: Cllr D Middlewick

19-20/0273

TREES

19/02294/TPOS	36 Tottehale Close North Baddesley	T1 Oak – Reduce up to 2m and crown lift up to 5m. Removal of snapped limbs <i>No objection – subject to Arboricultural Officer’s approval</i>
19/02379/TPOS	Land to the West of 1 Ennel Copse North Baddesley	Works to trees as per schedule received. <i>No objection – subject to Arboricultural Officer’s approval</i>

19-20/0274

PLANNING APPLICATIONS

- 19/02399/TPOS Land to the Rear of
10 Rosslyn Close
North Baddesley Remove overhanging branch of 1 Oak
*No objection – subject to Arboricultural
Officer’s approval*
- 19/02326/FULLS 127 Rownhams Lane
North Baddesley Building of an oak framed, timber clad
summer house (Retrospective)
*Objection – overlooking, height and closeness
to boundary in breach of planning
regulations*
- 19/02267/FULLS 118 Rownhams Road
North Baddesley Subdivision of single dwelling to form
two dwellings *Objection – close to major
junction, concern over size of parking
spaces and turning area.*
- 19/01781/FULLS Willow Cottage
Nutburn Road
North Baddesley Conversion of existing adjoining double
garage into kitchen; two storey rear extension
to form extended living accommodation,
erection of new outbuilding and installation
of replacement septic tank (part
retrospective) *No comment*
- 19/02202/FULLS 159 Rownhams Lane
North Baddesley Single storey front extension to provide
additional living space and entrance hall,
insertion of windows. *No comment*

The meeting closed at 9.50pm