

Minutes of a Virtual Meeting of North Baddesley Parish Council held on Tuesday 14th April 2020 via Video Conference at 7.00pm.

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

Absent: Cllr P Thompson

In Attendance: J Harrington, Parish Clerk (Minutes)

Members of the Public: None

19-20/0543**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Thompson due to work commitments.

19-20/0544**DECLARATION OF INTERESTS/DISPENSATIONS**

There were no declarations of interest/dispensations.

19-20/0545**OPEN PERIOD**

There were no members of the public present.

19-20/0546**MINUTES**

It was unanimously resolved that the Minutes of the previous meeting be accepted as an accurate record and would be signed by the Chairman at a future non-virtual meeting.

MATTERS ARISING**19-20/0547****ALLOTMENTS (Minute 19-20/0492)**

Cllr Walmsley had visited the allotments and confirmed that there was nothing of concern to report. Most of the allotments had been well looked after and there were none that had been badly neglected. The Clerk undertook to provide an up-to-date plan of allotment holders for the Allotment Committee.

ACTION: The Clerk to provide an up-to-date plan for the Allotments Committee.

19-20/0548

SEPTIC TANK (Minute 19-20/0493)

No further progress had been made.

19-20/0549

CHILDREN'S PLAYGROUND (Minute 19-20/0494)

All the recreational facilities had been closed due to the Covid-19 outbreak. The groundsman was still visiting the Recreation Ground every day to check on all the facilities. The Chairman noted that there was not a sign on the skatepark indicating that it was closed. The Clerk to ask the groundsman to put up a sign on the skatepark. **ACTION: The Clerk to liaise with the groundsman regarding a sign for the skatepark.**

19-20/0550

FENCING TO CAR PARK (Minute 19-20/0495)

The Chairman had yet to meet with the groundsman to discuss the location of the dragon's teeth around the car park.

19-20/0551

DEFIBRILLATORS (Minute 19-20/0496)

Cllr Middlewick had supplied the Clerk with a list of parts needed to repair the damaged defibrillator at All Saints' Church and these had been passed onto the manufacturers and cabinet makers. Cllr Middlewick had undertaken to liaise direct with the cabinet makers regarding carrying out the repair work.

ACTION: Cllr Middlewick to liaise directly with the cabinet makers.

19-20/0552

NEW WEBSITE (Minute 19-20/0497)

The Community Support Co-ordinator had supplied the Clerk with information about local organisations which the Clerk had uploaded onto the website.

Cllr Middlewick suggested adding a link for each organisation to their website and also undertook to send the Clerk information about the Village Hall which could also be uploaded. **ACTION: The Clerk to add the necessary links to the websites and Cllr Middlewick to supply information on the Village Hall.**

19-20/0553

TREES IN THE GROUNDS OF THE JUNIOR SCHOOL (Minute 19-20/0498)

Cllr Louden reported that works to trim leylandii at the bottom of Norton Welch Close had been undertaken, but the height of the trees needed to be reduced as this work had not been carried out. The Clerk to email HCC.

ACTION: The Clerk to continue to liaise with HCC.

19-20/0554

MUGA (Minute 19-20/0499)

No further progress had been made by the Men's Shed on the basketball backboards due the Covid-19 outbreak.

- 19-20/0555 REAR GARDEN EXTENSION LICENCE (Minute 19-20/0501)**
- Discussions took place over a further email received from one of the rear garden extension holders who had made a complaint. The Clerk to respond to the issues raised.
- There were also discussions regarding the sale of the rear garden extension land and it was agreed that a decision could not be made until the Hoe Lane development had been properly designed as there were numerous issues that still needed to be resolved. **ACTION: The Clerk to respond to the complainant.**
- 19-20/0556 REMEMBRANCE SUNDAY (Minute 19-20/0502)**
- The Clerk had not received a reply from the Scouts to her request for a meeting, possibly due to the Covid-19 outbreak. A virtual meeting by video conference would be suggested instead. **ACTION: The Clerk to invite representatives from the Scouts to a virtual meeting.**
- 19-20/0557 PUDDLE IN ROAD AT TRAFFIC LIGHTS Minute 19-20/0504)**
- County Cllr Alan Dowden had liaised with HCC's Highways Manager regarding flooding issues at the traffic lights at Botley Road/Nutburn Road. HCC had assured that the problem had been added to their system for investigation when a jetter became available.
- 19-20/0558 PAVILION BROADBAND (Minute 19-20/0505)**
- Cllr Walmsley had investigated different options for Broadband at the pavilion. All agreed that Plusnet appeared to be the preferred option and that the Clerk's phone, which had previously been tied into the pavilion contract, should be treated separately.
- 19-20/0559 NEW COMPUTERS (Minute 19-20/0509)**
- No further progress had been made regarding installing SSD into the two laptops used by the Chairman and the Clerk.
- 19-20/0560 FIRGROVE TO CASTLE LANE CYCLEWAY (Minute 19-20/0510)**
- No further information had been received from HCC regarding a plan of the whole scheme. The Clerk to chase.

19-20/0561

CO-OP PAVEMENT (Minute 19-20/0511)

The pavement at the entrance to the Botley Road Co-op had been tarmacked but there were further issues with a broken manhole cover next to the pavement and a large hole in the road. Cllrs Warnes and Loudon undertook to investigate and the Clerk undertook to report to the Co-op Head Office.

ACTION: The Clerk to report the broken manhole cover and hole in the road to the Co-op Head Office.

19-20/0562

PAVILION ELECTRICITY (Minute 19-20/0513)

Cllr Middlewick asked the Clerk to ensure that the groundsman had turned off the electric immersion heaters and to get a meter reading whilst these were turned off to see if there were any leakages. No further information on tamperproof thermostats had been received from the groundsman.

ACTION: The Clerk to liaise with the groundsman.

19-20/0563

PAVILION WATER (Minute 19-20/0514)

A meter reading was awaited from the groundsman.

19-20/0564

PAVILION BOILER (Minute 19-20/0515)

The Clerk had been in the process of obtaining quotes to repair the boiler when the Covid-19 outbreak had caused everything to be put on hold. It was suggested that the process be re-started and the Clerk undertook to arrange access to the pavilion for the original Company that had supplied an initial quotation. **ACTION: The Clerk to contact the original Company that had supplied a quotation and seek two further quotes.**

19-20/0565

PARISH PLAN (Minute 19-20/0516)

No further progress had been made due to the Covid-19 outbreak.

19-20/0566

BADDESLEY BEADLE (Minute 19-20/0517)

The Clerk undertook to contact the Editor before the July edition went out, to agree on any suggestions that either party might have. The Clerk also undertook to email all advertisers informing that the Beadle would only appear online for the time being and that there would be no cost whilst copies were not being delivered to all households.

19-20/0567

SCOUT HUT LEASE (Minute 19-20/0518)

The Clerk had not received a reply to her request for a meeting with the Scouts, possibly due to the Covid-19 outbreak. A virtual meeting by video conference would be suggested instead.

ACTION: The Clerk to invite representatives from the Scouts to a virtual meeting.

19-20/0568

TENNIS COURTS (Minute 19-20/0522)

The tennis courts had been closed due to the Covid-19 outbreak, but it was suggested that the groundsman could spray the courts with weed killer in the meantime to get rid of the moss.

ACTION: The Clerk to liaise with the groundsman.

19-20/0569

PAVILION ALARM (Minute 19-20/0524)

Cllr Knight suggested that a meeting be arranged with First Contact Fire and Security, following the rules of social distancing, to look at works to provide an alarm for the container. **ACTION: The Clerk to set up a meeting with First Contact Fire and Security**

19-20/570

BUS SHELTERS (Minute 19-20/0525)

The groundsman had removed moss from the roof of the bus shelter at the Bedes Lea and graffiti from the panels. The Clerk to suggest to the groundsman that painting of the bus shelters could take place whilst the weather was dry and that a hole needed to be cut in the bus shelter at the Bedes Lea as previously suggested. **ACTION: The Clerk to liaise with the groundsman.**

19-20/0571

FINANCE

Proposed action points listed in the Finance and General Purposes meeting held on 9th January 2020 were discussed and agreed apart from the item referring to the Baddesley Beadle. After a review of additional information, the proposal was changed, and the Minutes of the meeting of 9th March 2020 depicted that change had been agreed.

19-20/0572

IMPROVEMENTS TO FOOTBALL PITCHES

£25,000, awarded to Baddesley Park F/C from the Football Association for improvements to the football pitches, would be released gradually in sums of approximately £4-5,000 per year over a 6-year period. The works were agreed in principle following a meeting with representative from the Football Club.

However, the sum of approximately £18,000 was needed to commence the works but the Football Club did not have enough funds to proceed. The Parish Council agreed in principle to a loan to get the works started, dependent upon the sum of money required, and upon terms and conditions of the loan being set out in a separate financial contract specifically for funding.

ACTION: The Clerk to inform the Football Club of the Parish Council's decision

A Service Level Agreement had been provided by the Football Club which was currently being considered by the Parish Council and would be discussed, amended or agreed at a later date.

19-20/0573

LIBRARY

The library was currently closed due to the Covid-19 outbreak.

CORRESPONDENCE

19-20/0574

COVID-19 – REGULATIONS ON VIRTUAL MEETINGS

New Regulations concerning the holding of virtual meetings had come into force on 4th April 2020. The new regulations allowed Parish Councils to hold “virtual meetings” or have some members attend remotely and some be physically present, as long as those attending remotely could be heard and, where practicable, seen, and be heard/seen by other members and by members of the public.

Annual Parish Meetings (Annual Assemblies) could not be held remotely.

19-20/0575

BARRIER GATE AT MOUNTBATTEN PARK

There had been several reports that the barrier gate at Mountbatten Park had been left open because it was difficult to close. The groundsman had discussed with the Clerk the possibility of a new lock but, as this would cost in the region of £300-£400, a new gate, costing approximately £1500, was proposed. It was agreed that a new gate was the best option and the works would be put in hand. **ACTION: The Clerk to liaise with the groundsman over the installation of a new barrier gate at a later date.**

19-20/0576

BUS SHELTER IN ROWNHAMS ROAD

HCC had queried ownership of the bus shelter opposite Edwina Close on Rownhams Road. It was agreed that the bus shelter belonged to the Parish Council.

19-20/0577

RATS

A report had been received from a resident that rats were present in the back gardens of properties in Rownhams Lane. Cllr Warnes confirmed that TVBC would only attend if rats were entering properties. Residents would have to employ a private company to get rid of the rats.

ACTION: The Clerk to inform the resident.

19-20/0578

ROMSEY SHOW

A request had been received from Romsey Show organisers for an advertising board to be erected on Parish Council land. The request was denied.

19-20/0579

PAVILION RATES

TVBC had confirmed that the pavilion was eligible for 100% retail discount in 2021 in respect of the expanded retail discount scheme announced by the government in response to the Covid-19 outbreak.

19-20/0580

EXTERNAL AUDIT

PKF Littlejohn, the external auditors, were awaiting government guidance regarding an extension to the reporting timetable due to Covid-19.

19-20/0581

OTHER CORRESPONDENCE

CPRE Fieldwork magazine – Spring 2020
Countryside Voice – Spring 2020

19-20/0582

GRANTS

Cllr Knight reported that he was still applying for lots of grants, mainly in the region of £5000, although there was one for £10,000. The aim was to get funding in place for schemes that would go ahead once the Coronavirus crisis was over.

TVBC had awarded a Covid-19 grant of £500 to run a support group for vulnerable local residents. Details were on the Parish Council's website.

19-20/0583

HEALTH AND SAFETY/ RISK ASSESSMENT

All facilities at the Recreation Ground remained closed due to the Covid-19 outbreak. However, the groundsman was maintaining a daily check of the area.

19-20/0584

QUESTIONS/REPORTS FROM MEMBERS PRESENT

Cllr Walmsley reported on the allotments (see Minute 19-20/0547) There were no other questions or reports from members present.

19-20/0585

APPROVAL OF ACCOUNTS FOR PAYMENT**9th March to 14th April 2020**

Contractor costs, Clerk Salary, HMRC	5003.81
Arco Ltd – Maintenance items for pavilion, ie mops and buckets, signage	123.01
Benica Solutions Ltd – Pavilion cleaning - February	600.00
Benica Solutions Ltd – Maintenance of St John’s churchyard - February	128.00
Benica Solutions Ltd – Fence panels for Ringwood Drive (tree in Mountbatten Park was blown over in gales and fell on fence in Ringwood Drive)	66.67
Business Stream – Pavilion water	58.60
Sustainable Communities – Contract 3 – Grant funding	118.75
Sustainable Communities – Henry Smith Project – Grant funding	83.33
Youth worker -Youth work and community development work - February	250.00
Youth worker -Youth work and community development work - March	250.00
Refund made to rear garden extension holder for overpayments made	62.00
Refund made to rear garden extension holder for overpayments made	6.00
Youth worker – Youth work and supplies – February	631.46
TVBC – Emptying of dogbins	1440.00
Beadle Editor	140.00
Benica Solutions Ltd – Pavilion cleaning - March	600.00
Benica Solutions Ltd – Maintenance of St John’s churchyard - March	128.00
Youth worker – Youth work and activities - March	619.90
Habistore – paint and 2 padlocks	33.64
Benica Solutions Ltd – Bin emptying Feb and March	141.12
TOTAL	£10,484.29

Proposed: Cllr G Louden Seconded: Cllr D Middlewick

19-20/0586

Cllr Warnes left the meeting.

PLANNING APPLICATIONS

20/00650/FULLS 79 Borden Way
North Baddesley

Garage conversion to provide kitchen and store. ***Objection – concern over loss of parking space.***

20/00766/FULLS 21 Middle Road
North Baddesley

Raising ridge height to provide bedroom, ensuite and office, replacement fenestration and rendered walls. ***No comment***

The meeting closed at 8.50pm