

Minutes of a Virtual Meeting of North Baddesley Parish Council held Via Video Conference on Monday 14th September 2020 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: Borough Cllr Mrs C Dowden and J Harrington, Parish Clerk (Minutes)

Members of the Public: None

20-21/0160**APOLOGIES FOR ABSENCE**

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

20-21/0161**DECLARATION OF INTERESTS/DISPENSATIONS**

Cllr Yellin declared an interest in Planning Application 20/01997/TPOS. There were no other declarations of interest/dispensations.

20-21/0162**OPEN PERIOD**

There were no members of the public present.

20-21/0163**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 the next non-virtual meeting.

MATTERS ARISING**20-21/0164****ALLOTMENTS (Minute 20-21/0102)**

Cllrs Walmsley, Warnes and Thompson had met at the allotments the previous Saturday and Cllr Walmsley had produced a set of Minutes (attached).

The noticeboard refurbishment had been completed and slabs had been installed making significant improvements to the drainage channel. The Clerk reported that there were now 6 vacant allotments to be let. There was one overgrown allotment and the Clerk would write to the plothead.

One of the vacant allotments was double sized and needed to be split in two. The Clerk to ask the groundsman to put some stakes down the middle of the plot.
ACTION: The Clerk to let the 6 vacant plots and write to the holder of the overgrown plot.

20-21/0165 SEPTIC TANK (Minute 20-21/0103)

Works to lay a sewer pipe across the football pitches had been completed. The Chairman was due to meet with the civil engineering contractors to discuss a revised quotation for completing the works.

20-21/0166 DEFIBRILLATORS (Minute 20-21/0104)

A new defibrillator had been installed at All Saints' Church to replace the original one which had been water damaged. The Clerk to liaise with the groundsman to arrange for the defective defibrillator to be sent back to the manufacturers. The Ambulance Service had been informed that the new defibrillator had been installed and was ready for use.

ACTION: The Clerk to liaise with the groundsman with regard to returning the defective defibrillator to the manufacturers.

20-21/0167 TREES IN THE GROUNDS OF THE JUNIOR SCHOOL (Minute 20-21/0105)

HCC had advised that they did not have a budget to deal with issues relating to trees in the grounds of the Junior School and would only have works done on trees for health and safety reasons. HCC suggested that residents make direct contact with the school regarding the issues and that the school would then contact HCC if they were happy to pay for the works. Cllr Louden undertook to speak to residents.

ACTION: Cllr Louden to liaise with residents over contacting the school direct regarding the trees.

20-21/0168 MUGA (Minute 20-21/0106)

Cllr Wotton expressed concern that repairs to the MUGA had not yet been undertaken. The Clerk undertook to liaise with the groundsman.

ACTION: The Clerk to liaise with the groundsman concerning repairs to the MUGA.

20-21/0169 REAR GARDEN EXTENSION LICENCE (Minute 20-21/0107)

It was agreed that contact with rear garden licence holders regarding their boundaries would be deferred for the present time.

20-21/0170 REMEMBRANCE SUNDAY (Minute 20-21/0108)

It was agreed that the annual Remembrance Day Parade would be unlikely to go ahead due to recent Government guidelines concerning Covid-19. Cllrs Knight and Middlewick undertook to hold a small ceremony at the war memorial to lay the wreath. The Clerk undertook to liaise with the Church and the Scouts to find out their plans.

ACTION: The Clerk to liaise with the Church and the Scouts regarding their plans for Remembrance Sunday.

20-21/0171 PAVILION BROADBAND Minute 20-21/0109)

BT had attended the pavilion to rectify a fault and improve Broadband speed. First Contact Fire and Security had installed a new data system in preparation for the Apprenticeships Project. The Clerk undertook to seek a new deal to reduce Broadband costs. **ACTION: The Clerk to seek a new Broadband deal.**

20-21/0172 CO-OP PAVEMENT (Minute 20-21/0112)

Despite several reminders, including sending photographs to the Co-op Head Office, no further progress had been made. The Clerk to chase.

ACTION: The Clerk to chase.

20-21/0173 PAVILION WATER (Minute 20-21/0113)

The groundsman had yet to provide the Clerk with a water meter reading. The Clerk to chase. **ACTION: The Clerk to chase.**

20-21/0174 PARISH PLAN (Minute 20-21/0114)

Due to a computer crash, information regarding the latest updated plan had been lost. However, works were in progress to update from an old plan.

20-21/0175 SCOUT HUT LEASE (Minute 20-21.0115)

Following a meeting with Hoe Lane developers, there were discussions around a suggested archery facility at Mountbatten Park. The Clerk undertook to liaise with the Scouts to include the facility in the new lease.

ACTION: The Clerk to liaise with the Scouts to include the archery facility in the new lease.

20-21/0176 BUS SHELTERS (Minute 20-21/0116)

The groundsman had purchased paint, and works would be undertaken in the next couple of weeks. The hole to be cut in the bus shelter at the Bedes Lea would be fitted with a trim to prevent dangerous sharp edges.

20-21/0177 IMPROVEMENTS TO FOOTBALL PITCHES (Minute 20-21/0119)

The groundsman had undertaken to purchase materials and commence work within the next couple of weeks. Baddesley Park Football Club had requested permission to liaise with the groundsman concerning applying fertilizer to the pitches on the former cricket field. Permission was granted provided that the Football Club confirmed that they would pay for both materials and labour.

ACTION: The Clerk to liaise with Baddesley Park Football Club and the groundsman.

The Women's team had not yet removed their goalposts from the pavilion. The Clerk to issue a deadline. **ACTION: The Clerk to liaise with the Women's team regarding removing their goalposts from the pavilion.**

20-21/0178 USE OF PAVILION AND RECREATION GROUND Minute 20-21/0120)

The Clerk had purchased all the materials, and Cllr Middlewick had met with the groundsman to discuss the measures that needed to be put in place to make the pavilion Covid-safe. The groundsman still had a few items to install and would let the Clerk know when the work had been completed. Most of the hirers had informed the Clerk that they would be waiting until 2021 to restart their activities. The Clerk undertook to contact the Camera Club to find out their plans.

20-21/0179 TENNIS COURTS (Minute 20-21.0121)

The groundsman was considering scraping moss from the surrounds of the tennis courts, as suggested by Rosemary Williams, rather than using a chemical treatment.

20-21/0180 OAK TREE OVERHANGING 8 TORNAY GROVE (Minute 20-21/0122)

No further progress had been made. The Clerk to chase TVBC for a reply. **ACTION: The Clerk to chase TVBC for a reply.**

Borough Cllr Mrs Celia Dowden joined the meeting.

20-21/0181

CHARITY ACCOUNTS (Minute 20-21/0125)

A Letter of Engagement with Parkinson Partnership had been signed and a list of queries had been received. The Clerk would liaise with the Accountant to answer the queries. It was noted that there would be a lot of work involved given the nature of the queries from Parkinson Partnership, so the outcome was not anticipated for some time yet. **ACTION: The Clerk to liaise with the Accountant to answer queries from Parkinson Partnership**

20-21/0182

WEBSITE (Minute 20-21/0128)

It was agreed that the old website could now be taken down. The Clerk to liaise with Hugo Fox. **ACTION: The Clerk to liaise with Hugo Fox to remove the old website.**

20-21/0183

TREES (Minute 20-21/0131)

Borough Cllrs Alan Warnes and Mrs Celia Dowden had inspected the trees at Baddesley Close and confirmed that there were no problems with the view of drivers being blocked. A tree at no 23 Baddesley Close needed to be removed. Cllr Warnes undertook to contact TVBC.

With regard to the fallen branches at Seymour Parade, HCC had confirmed that they had reinspected the privately-maintained oak trees and they did not have any concerns regarding their safety. However, they had requested that the tree owners carry out some work to reduce the crowns of both the trees.

The tree at Queen's Ride had been removed.

ACTION: Cllr Warnes to contact TVBC regarding the tree at no. 23 Baddesley Close.

20-21/0184

CONTAINER ON CRICKET FIELD (Minute 20-21/0132)

The rusty container had not yet been removed. The Clerk to liaise with the groundsman.

20-21/0185

CHILDREN'S PLAYPARK (Minute 20-21/0141)

The climbing frame and zip wire had not yet been repaired. The Clerk had chased the manufacturers who had reported that they were working reduced

hours due to Covid-19. The Clerk to continue to chase. The groundsman had been given permission to purchase some Heras fencing to fence off the climbing frame whilst it was out of use.

ACTION: The Clerk to continue to chase Wicksteed.

20-21/0186

REVIEW INSURANCE

The Insurance Schedule had been emailed to all Councillors and discussed at the Finance meeting held on 7th September. All agreed that there was adequate cover in place. The Parish Council were tied into a 3-year fixed contract and the Clerk undertook to agree the Schedule with Came and Company and pay the invoice. **ACTION: The Clerk to complete the necessary steps with Came and Company.**

20-21/0187

REVIEW ASSET REGISTER

A copy of the Asset Register had been forwarded to all Councillors. Cllr Knight had updated the Register earlier in the year and, as it was closely tied in with the Insurance Schedule which had been reviewed at the Finance meeting, it was agreed that there were no further additions or deletions to make.

20-21/0188

LIBRARY

The Library was only taking in books at the moment and its future was still unknown.

CORRESPONDENCE

20-21/0189

RISK ASSESSMENTS

The Clerk had met with the groundsman to discuss implementing the measures highlighted in the Health and Safety and Fire Risk Assessments. It was agreed that full consideration would be given to each item at the next Recreation Ground meeting. In the meantime, the Clerk highlighted those items needing urgent approval/attention from the Parish Council as follows:

Purchase of two banded pallets to store red diesel – approved.

Purchase of COSHH store – declined – agreed to use metal box on tennis courts as previously suggested for flammable materials. Hazardous materials (ie cleaning materials) could be stored in the cleaner's cupboard.

Quote for compliance checks to be carried out by the groundsman was discussed – decision deferred until Recreation Ground meeting.

Fixed 5-year electrical installation check – agreed the Clerk to arrange

Issue regarding filing cabinet blocking fire extinguisher bracket and call point in CCTV room to be investigated by Cllr Knight.

Water leaks from roof in several areas of pavilion – the Clerk to get quotes to clear downpipes and improve overflow pipe in the first instance.

Tree Survey – The Clerk to liaise with the Tree Surgeon and look out old invoices.

20-21/0190

MUGA

A request for two new basketball nets at the MUGA was approved and the Clerk undertook to purchase them.

ACTION: The Clerk to purchase two new basketball nets.

20-21/0191

BADDESLEY PARK FOOTBALL CLUB

Baddesley Park Football Club had asked for two types of signage for the Recreation Ground to be considered. After consideration and revision of the signage, permission was granted. The Clerk to liaise with Baddesley Park Football Club. **ACTION: The Clerk to liaise with Baddesley Park Football Club regarding the signage.**

20-21/0192

SKATEPARK

Local youngsters were organising a petition to update the skatepark. Cllr Knight informed that the skatepark had to be taken off the original planning application for works to extend the pavilion and update the facilities, as TVBC were concerned about noise levels. A noise survey had been carried out but following a complaint from a resident, the skatepark was removed from the original planning application. Following discussions, it was agreed that the Parish Council would investigate submitting a separate planning application for a new skatepark and would investigate the original costings at their next Recreation Ground Committee meeting.

ACTION: The Clerk to liaise with Valley Park Parish Clerk regarding costings for their skatepark.

20-21/0193

ROUNABOUTS COPSE

Cllr Loudon informed the Parish Council that complaints had been received from residents at Fleming Court regarding frequent noise from motorbikes which were being ridden in Roundabouts Copse. This had been reported to the Police on several occasions but they seemed powerless to act even though the perpetrators were clearly using the land without permission and their vehicles were probably not fit to be used on public roads.

Cllr Mrs Dowden confirmed that this had been brought to TVBC's attention several years ago and that residents needed to write to the Police indicating

that the vehicles were not taxed and were being driven on the public highway. Residents needed to keep a log of what was happening, to get a pattern, in order for the police to attend.

It was also agreed that the Clerk could write to the adjacent landowners asking them to reinforce their borders and put up signage to prevent access.

ACTION: Cllr Louden to liaise with residents to keep logs and write to the Police, and the Clerk to write to the adjacent landowners.

20-21/0194 SPEEDING IN ROWNHAMS LANE

Following a complaint about speeding along Rownhams Lane, there were discussions around the use of speed repeater signs. These were quite costly and required a programme of maintenance to be put in place. Cllr Mrs Dowden suggested contacting Valley Park Parish Clerk for information regarding costings for their speed repeater signs.

ACTION: The Clerk to contact Valley Park Parish Clerk for information regarding costings of their speed repeater signs.

20-21/0195 GREEN AT LAVINGTON GARDENS

An email had been received from a resident expressing concern that Lavington Green was being considered as a re-wilding area. A petition was being organised on Facebook to this effect. Cllr Wotton confirmed that the petition had not gained many signatures and appeared to have been discontinued.

Borough Cllr Mrs Dowden confirmed that there were no imminent plans by TVBC to turn the area into a re-wilding area. If it were to be considered in the future, a proper consultation would be carried out.

ACTION: The Clerk to inform the resident.

20-21/0196 PARISH COUNCILLOR VACANCY

Two people had expressed an interest in the Parish Councillor vacancy.

Information had been sent out, but no replies had been received. The Clerk to follow up. **ACTION: The Clerk to liaise with those who had expressed an interest in the vacancy.**

20-21/0197 BOROUGH COUNCILLORS' GRANT AWARDS

Borough Cllrs Warnes and Mrs Celia Dowden had toured the village with Marianne Piggin of TVBC to investigate suitable areas for outdoor gym equipment. Three areas were identified: Lavington Gardens, the Community Centre and the Recreation Ground. Cllr Warnes informed that successful CIL bids were in the region of £36-37,000 for the 3 areas.

Suitable areas were also sought for the installation of benches and two areas were suggested: at the top of the slope along Botley Road towards Scragg Hill

(opposite Baddesley Close), near the side access road, and outside All Saints' Church on Rownhams Road in front of the area owned by Aster. All the above would need support from residents.

20-21/0198

OTHER CORRESPONDENCE

HALC AGM – Virtual meeting to be held on Thursday 24 September 2020 at 7pm – Cllr Knight to attend.

Thank you letter from True Life Church for their allotment

Thank you letter from Victim Support for donation of £50
Countryside Voice – Summer 2020

20-21/0199

BOROUGH COUNCILLOR REPORT

Borough Cllr Mrs Celia Dowden gave her report as follows:

The Masterplan for South of Romsey Town had been presented to TVBC and accepted. The long-term plan was 5-10 years.

A motion had been passed on Trespass, following an illegal encampment in Rowhams, urging the Government to act.

The Climate Emergency Plan had been accepted in April, reviewed monthly, and a full report would be published in November.

A Covid Recovery Plan had been implemented. Other organisations that had implemented their own plans initially would be contacted.

The Ministry of Housing, Communities and Local Government had recently published three consultations on reform of the planning system. Cllr Mrs Dowden urged the Parish Council to respond to the planning White Paper by the deadline of 15th October.

Cllr Mrs Celia Dowden left the meeting.

20-21/0200

GRANTS

Cllr Knight produced a spreadsheet detailing all the grants applied for, and those that had been successful.

20-21/0201

HEALTH AND SAFETY/ RISK ASSESSMENT

Health and safety issues needing attention were:

Repairs to the MUGA – the Clerk to liaise with the groundsman
Repairs to the climbing frame and zipwire – awaiting repair by Wicksteed
Points raised in the Health and Safety and Fire Risk Assessments – the Clerk to deal with urgent issues and the rest to be discussed at the next Recreation Ground meeting
A “No Parking” sign to be installed on the wall above the defibrillator on the side of the sports pavilion – the Clerk to organise.

20-21/0202

QUESTIONS/REPORTS FROM MEMBERS PRESENT

Cllr Warnes confirmed that Marianne Piggin would draw up a plan regarding the proposed location of the outdoor gym equipment which would be circulated to all members. Cllr Knight to supply any information he may have on outdoor gym equipment.

Cllr Middlewick reported that the Village Hall was now open.

Cllr Knight raised the query of whether to re-open the pavilion. The Clerk confirmed that the Camera Club and a Fitness Group were the only ones that were intending to use it. The Clerk to contact them and find out their plans. Cllr Middlewick confirmed that the Walking Group wanted to use the toilets and permission was granted. The Clerk to confirm with the groundsman.

ACTION: The Clerk to contact the Camera Club and Fitness Group.

20-21/0203

APPROVAL OF ACCOUNTS FOR PAYMENT

13th July 2020 – 14th September 2020

Contractor costs, Clerk Salary, HMRC (July)	5002.01
Contractor costs, Clerk Salary, HMRC (August)	5002.01
Victim Support - Donation	50.00
Men’s Shed – Basketball backboards	216.00
Sustainable Communities – Contract 3 – grant funding (July)	90.00
Sustainable Communities – Henry Smith Project – grant funding (July)	83.33
Sustainable Communities -Project Contract Agreement – grant funding	125.00
First Contact Fire and Security – Alarm Update and rewire	2936.40
J Harrington – Title Plan from Land Registry for former cricket field	3.00
Paul Pimley – Beadle Editor	140.00
TS Plumbing and Heating Ltd – New boiler for pavilion	4454.77

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Benica Solutions Ltd – New net for tennis courts	216.00
Youth worker – Youth work and community development work (July) – grant funded	250.00
Arco Ltd – Covid-19 equipment	15.37
First Contact Fire and Security Ltd. – Annual fire alarm service	474.00
Benica Solutions Ltd – Annual PAT testing	118.56
Benica Solutions Ltd – Bin emptying and blue barrier fencing	158.38
Benica Solutions Ltd – Pavilion cleaning (July)	600.00
Benica Solutions Ltd – Maintenance of St John’s churchyard (July)	128.00
S M Butler – Accounts – Year end, AGAR, etc.	1154.50
S M Butler – Accounts – first 2 qtrs 2020/21	900.00
Arco Ltd – Covid-19 equipment for pavilion	23.02
Sustainable Communities – Contract 3 – grant funding (August)	90.00
Sustainable Communities – Apprenticeships Project – grant funding	125.00
Sustainable Communities – Henry Smith Project – grant funding (August)	83.33
Sustainable Communities – W G Edwards grant – grant funding	200.00
TVBC – Community Centre rent	150.00
J Harrington – Clerk costs – allowance/mileage/ postage/stationery (quarterly)	523.02
Embershield – Health and Safety and Fire Risk Assessments	690.00
Purbeck Civil Engineering Ltd – Dig trench and lay pipe for connection of sports pavilion to mains drainage	6936.00
Arco Ltd – Fire safety signs for pavilion	22.63
Arco Ltd – Fire exit sign	9.90
Chamberlayne Estates – Allotment Tithe	1.05
Chamberlayne Estates – Sandy Lane car park rent	349.00
Youth worker – Youth work and expenses (August)	645.47
Youth worker – Youth work and Community Development work (August)	250.00
Cllr D Middlewick – Reimbursement for 3 door-stay-open devices for pavilion	359.94
Arco Ltd – Fire Action Notices	15.84
Benica Solutions Ltd – Pavilion cleaning (August)	600.00
Benica Solutions Ltd – Maintenance of St John’s churchyard (August)	128.00
TOTAL	£33887.52

Proposed: Cllr G Louden Seconded: Cllr R Walmsley

Cllr Warnes left the meeting.

20-21/0204

TREES

20/01849/TPOS 20A Rosslyn Close T1 Sorbus Aucuparia – Fell to ground
North Baddesley level. *No objection – subject to
Arboricultural Officer’s approval.*

20/01888/TPOS	7 Willow Gardens North Baddesley	T(1) Judas tree – Fell <i>No objection – subject to Arboricultural Officer’s approval.</i>
20/02021/TPOS	208 Ringwood Drive North Baddesley	T1- Oak – Crown raise to 5m from lawn level removing secondary and tertiary branches. <i>No objection – subject to Arboricultural Officer’s approval.</i>
20/02101/TPOS	99 Rownhams Road/Ennel Copse North Baddesley	Tree works as per submitted schedule. <i>No objection – subject to Arboricultural Officer’s approval</i>
20/02033/TPOS	194 Ringwood Drive North Baddesley	T1 – Holly – Fell, T2 – Holly stump – grind out stump 12-18 inches below ground level, T3 – Hazel – Crown reduction to reduce height and spread by up to 2 metres. <i>No objection – subject to Arboricultural Officer’s approval.</i>
20/01997/TPOS	21 Street End North Baddesley <i>Cllr Yellin declared an interest and did not take part in discussions.</i>	T1 Pear – Remove major deadwood, reduce and reshape by 4 metres, crown lift to give 1.5 metres clearance from shed. <i>No objection – subject to Arboricultural Officer’s approval.</i>
20/02067/TPOS	224 and 226 Ringwood Drive North Baddesley	T1 Oak – Reduce limbs growing towards 224 and 226 by up to 4m. <i>No objection – subject to Arboricultural Officer’s approval</i>
20/02160/TPOS	Quercetum 2 Botley Road North Baddesley	T1 – Oak – Remove deadwood T2 – Oak – Reduce crown by up to 30%, crown clean and remove deadwood T3 – Oak – Remove deadwood and crown clean T4 – Oak – Remove deadwood and crown clean <i>No objection – subject to Arboricultural Officer’s approval</i>
20-21/0205	APPEALS	
20/00650/FULLS	79 Bordon Way North Baddesley	Garage conversion to provide kitchen and store

20-21/0206

PLANNING APPLICATIONS

20/01727/FULLS	38 Langham Close North Baddesley	Conservatory to rear elevation of property <i>No comment</i>
20/01638/FULLS	17 Willow Gardens North Baddesley	Construct supporting boundary wall with fence top, second internal supporting wall and landscaping. <i>No comment</i>
20/01909/FULLS	50A Rownhams Lane North Baddesley	Demolition of garage and car port and erection of two storey and single storey extension to provide store and office with bedroom accommodation over (Amended scheme) <i>No comment</i>
20/01880/FULLS	8 Juniper Close North Baddesley	Single storey rear extension to provide additional living space, following removal of existing lean-to. <i>No comment</i>
20/01944/FULLS	1 Woodside Road North Baddesley	Single storey side extension to provide additional bedroom, and single storey rear extension to provide larger kitchen/dining area. <i>No comment</i>
20/02060/FULLS	43 Langham Close North Baddesley	Single and two storey rear extensions <i>No comment</i>
20/02042/FULLS	17 Juniper Close North Baddesley	Conservatory <i>No comment</i>
20/02104/FULLS	155 Rownhams Lane North Baddesley	Extension of dropped kerb in front of Property <i>No comment</i>
20/02111/CLPS	24 Tanners Road North Baddesley	Application for a Lawful Development Certificate for proposed construction of a single storey extension to the side of the original dwelling house. <i>No height information supplied so therefore cannot comment.</i>

The meeting closed at 9.37pm