

Minutes of a Virtual Meeting of North Baddesley Parish Council held Via Video Conference on Monday 8th February 2021 at 7.00pm.

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

Absent: Borough Cllr Mrs C Dowden

In Attendance: J Harrington, Parish Clerk (Minutes)

Members of the Public: One

20-21/0404**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs C Dowden due to having to attend two other meetings.

20-21/0405**DECLARATION OF INTERESTS/DISPENSATIONS**

The Parish Council declared an interest in Planning Application 21/00351/FULLS and did not take part in any discussion. There were no other declarations of interest/dispensations.

20-21/0406**OPEN PERIOD**

There was one member of the public present. Irene Knight had attended in her role as a member of the library management committee. Irene was responsible for maintaining the charity register of trustees. After discussions it was agreed that all Parish Councillors wished to relinquish their roles as trustees of the library, apart from Cllr Knight who would remain on the register.

Irene reported that the committee were still trying to keep the library open but there was no computer system and reduced stock. The situation was being monitored for the time being.

The Chairman thanked Irene for attending and she left the meeting.

20-21/0407**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**20-21/0408 ALLOTMENTS (Minute 20-21/0365)**

Due to COVID-19 restrictions, no formal meeting had taken place at the allotments. However, Cllr Walmsley had visited to keep an eye on them and produced some notes (attached). It was agreed that the Clerk would request the groundsman to remove the pile of burnt debris as soon as possible. The plot holder who had placed some planks of wood across the fence and access path causing a hazard, to be asked to remove them. Cllr Walmsley agreed to send to all Councillors, a copy of the final draft of the revised allotment rules. Once agreed, the Clerk would send them out to all plot holders. Following a request for an allotment swap, it was agreed that an Allocation Procedure was needed. The Clerk to produce a draft.

ACTION: the groundsman to be requested to move the pile of burnt debris, the Clerk to organise the removal of the planks of wood, Cllr Walmsley to send out the revised Rules, the Clerk to produce a draft Allocation Procedure.

20-21/0409 SEPTIC TANK (Minute 20-21/0366)

Cllr Middlewick was meeting with a representative from Purbeck Engineering and their electrician the following day to discuss the pump and electrical requirements.

20-21/0410 DEFIBRILLATORS (Minute 20-21/0367)

Cllr Middlewick had met with the landlady of the Bedes Lea and a location had been chosen on the front elevation of the building opposite the garage. An electricity socket was already in place and a paving slab would be placed on the grass underneath.

Cllr Middlewick was meeting with the Scouts the following Saturday to discuss the location for a defibrillator at the Scout Hut.

20-21/0411 MUGA (Minute 20-21/0368)

Works to install the missing panel at the MUGA had been completed.

20-21/0412 PAVILION WATER (Minute 20-21/0369)

No further progress had been made.

20-21/0413 PARISH PLAN (Minute 20-21/0370)

No further progress had been made.

20-21/0414 BUS SHELTERS (Minute 20-221/0371)

No further progress had been made.

20-21/0415 USE OF PAVILION AND RECREATION GROUND (Minute 20-21/0372)

Due to COVID-19 lockdown, the pavilion remained closed. Electrical remedial works were due to start on Monday 15th February.

It was agreed that the Clerk would place a notice in the noticeboard informing that all the facilities were closed until further notice, apart from the children's playground.

Works to replace/repair thermostats had yet to be undertaken. The Clerk to chase the groundsman.

Dog mess at the Baptist Church entrance to the pavilion had been reported to the dog warden but a reply was still awaited. The Clerk to chase.

ACTION: the Clerk to put a notice in the noticeboard, chase the groundsman regarding the thermostats and chase the dog warden.

20-21/0416 TENNIS COURTS (Minute 20-21/0373)

The tennis courts remained closed. A chemical treatment had not yet been carried out. **ACTION: The Clerk to chase the groundsman.**

20-21/0417 OAK TREE OVERHANGING 8 TORNAY GROVE (Minute 20-21/0374)

Discussions had taken place between the Clerk and the Insurance Company. A representative from the Insurance Company had visited the residents and inspected the tree. A report was awaited. The Clerk to keep members updated.

20-21/0418 CHARITY ACCOUNTS (Minute 20-21/0375)

There were lengthy discussions concerning registering the charity as a Charitable Incorporated Organisation (CIO) and whether the charity could be registered for VAT. It was agreed that the governing document should be the model foundation document, recommended by the Charity Commission, which applied to CIO's whose only voting members were its charity trustees. Cllr Knight confirmed that the charity needed to be governed by a number of trustees rather than one 'body'. It was agreed that Cllr Wotton would start drafting a Constitution based on the foundation model.

- 20-21/0419** It was also agreed that the Clerk would inform Parkinson Partnership regarding the current set up for Trustees, the proposed new arrangement of the CIO and answer their questions regarding ownership of the land.
ACTION: Cllr Wotton to start drafting the Constitution and the Clerk to liaise with Parkinson Partnership
- 20-21/0420** **CONTAINER ON CRICKET FIELD (Minute 20-21/0376)**
No further progress had been made.
- 20-21/0421** **SKATEPARK (Minute 20-21/0377)**
No further progress had been made.
- 20-21/0422** **SPEED LIMIT REMINDER SIGNS (Minute 20-21/0378)**
Permission had now been granted from both HCC and SSE.

Initial lamp posts were chosen, and it was agreed that the groundsman would be asked to put up the plates and ensure that fixings were backed with neoprene rubber strips to protect the column shaft. Cllr Middlewick would then calibrate the signs before a trial run was made. Once the Parish Council were happy that the system was working, the Romsey Advertiser would be contacted for a photoshoot. **ACTION: The groundsman to be requested to put up the plates and Cllr Middlewick to calibrate the signs.**
- 20-21/0423** **BOROUGH COUNCILLOR GRANT AWARDS (Minute 20-21/0379)**
No further progress had been made.
- 20-21/0424** **BEADLE (Minute 20-21/0380)**
The Editor had confirmed that the next edition of the Beadle should be available for delivery the first week of March.
- 20-21/0425** **CONTAINER ALARM (Minute 20-21/0381)**
Baddesley Park Football Club had not responded to the quote to connect their container to the Parish Council's alarm system. Cllr Thompson agreed to liaise with the football club. **ACTION: Cllr Thompson to liaise with the football club.**

- 20-21/0426 REAR GARDEN EXTENSION BOUNDARIES (Minute 20-21/0382)**
- One of the rear garden extension holders had contacted the Clerk regarding boundary issues and trees. It was agreed that Cllr Walmsley would visit to view the trees and discuss the issues. The Clerk to arrange.
ACTION: the Clerk to arrange for Cllr Walmsley to visit the rear garden extension holder.
- 20-21/0427 IMPROVEMENTS TO FOOTBALL PITCHES (Minute 20-21/0383)**
- No further progress had been made.
- 20-21/0428 PROJECTS CLUBS (Minute 20-21/0384)**
- No further progress had been made due to COVID-19.
- 20-21/0429 STREET LIGHTING (Minute 20-21/0385)**
- HCC had indicated 3 areas where streetlights could be adopted, and it was agreed that the Clerk would liaise with HCC to progress the matter.
ACTION: The Clerk to liaise with HCC.
- 20-21/0430 FLY-TIPPING IN SANDY LANE (Minute 20-21/0386)**
- Notices had been erected and cameras bought, although they had not yet been installed. Cllr Middlewick was overseeing the project and requested that the groundsman monitor the situation.
ACTION: The Clerk to liaise with the groundsman
- 20-21/0431 LAND AT CORNER OF BRACKEN ROAD AND ROWNHAMS LANE (Minute 20-21/0387)**
- The area continued to be monitored but no further information was available.
- 20-21/0432 COMMUNITY CENTRE (Minute 20-21/0390)**
- The Clerk had liaised with TVBC's Property and Asset Management Department and a meeting was proposed for the following Monday to discuss handing the Community Centre back to TVBC when the lease expired in February 2022. It was agreed that drainage problems in the patio area of the Community Centre would be addressed at the meeting and the groundsman would be requested to repair the small missing section of the fence. **ACTION: the Clerk to confirm the meeting and liaise with the groundsman**

20-21/0433 TVBC (Minute 20-21/0402)

Cllr Warnes confirmed that Neil Gwynne was now in place as Climate Champion and was very keen for progress to be made regarding the Climate Emergency initiative.

20-21/0434 LIBRARY

See Minute 20-21/0406.

CORRESPONDENCE**20-21/0435 HOE LANE DEVELOPERS/SCOUT HUT**

Hoe Lane developers had sent to the Parish Council's Solicitors, a final Schedule of Works and Heads of Terms for the refurbishment of the Scout Hut and associated works to the road and car park area. A meeting was arranged for the following Monday to discuss the Schedule and Heads of Terms in more detail before agreement could be confirmed to the Solicitors. It was agreed that representatives from the Scouts would be invited to the meeting. The Clerk to arrange.

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

20-21/0436 TENNIS COURTS/LTA

Following a meeting with Rob Peters of the LTA, an online booking system was discussed.

It was agreed that the present system worked well and there was no need at the present time to change to online booking although this would be reviewed annually in the future. **ACTION: the Clerk to inform Rob Peters**

20-21/0437 FOOTPATH TO TOOTHILL FORT

Cllr Baker had queried the existence of a footpath, having seen a sign for a footpath pointing towards Toothill Fort and not found any actual evidence. Cllrs Knight and Thompson confirmed that the footpath went across the fields and could be accessed although it was awkward to get to. It was assumed that the landowner had made it difficult for walkers and it was agreed that it should be reported to HCC Rights of Way.

ACTION: Cllr Thompson undertook to visit the footpath and report back as to whether it had been blocked off and Cllr Baker to inform Rights of Way.

20-210438 OTHER CORRESPONDENCE

There was no other correspondence.

20-210439 GRANTS

Cllr Knight confirmed that a Lottery grant had been received for the Youth and Community Club for life skills, and another Lottery grant for the Recreation Ground had been submitted. Work was currently being carried out on a Henry Smith grant.

20-210440 HEALTH AND SAFETY/ RISK ASSESSMENT

The pavilion remained closed for electrical repair works to be carried out and due to COVID-19. There were currently no other health and safety concerns.

20-21/0441 QUESTIONS/REPORTS FROM MEMBERS PRESENT

Cllr Wotton pointed out that there were currently no documents available online to support the Hoe Lane Reserved Matters application. Cllr Walmsley undertook to contact TVBC. **ACTION: Cllr Walmsley to contact TVBC.**

Yellow paint was spattered around the pavilion car park. The Clerk to request the groundsman to remove it.

ACTION: the Clerk to liaise with the groundsman.

20-21/0442 APPROVAL OF ACCOUNTS FOR PAYMENT

11th January 2021 – 8th February 2021

Contractor costs, Clerk Salary, HMRC	5077.99
Benica Solutions Ltd – Various as invoice, includes supplies for pavilion, fixings for MUGA, thermostat batteries, replacement barrier lock, materials and labour for yellow lines in car park, bin emptying and supplies as required by Legionella report.	770.64
Benica Solutions Ltd – Labour and materials for double yellow lines outside Baptist Church	239.04
Cllr D Middlewick (expenses) – Reimbursement for 2 CCTV cameras, sign and batteries etc. for Sandy Lane	128.95
Sustainable Communities – Contract 3 (Grant funded)	101.00
Sustainable Communities – Project Contract Agreement A4A (Grant funded)	125.00
CP Lubricants – Heating oil for pavilion	750.75
Business Stream – Pavilion water – sundry invoice for meter inspection	33.60

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Business Stream – Allotments water	31.48
Benica Solutions Ltd – Bin emptying at Recreation Ground	126.72
S M Butler – PC accounts and bookkeeping (2 qtrs.)	900.00
S M Butler – Charity Accounts, bookkeeping and VAT tax query	575.00
S M Butler – Internal Audit	715.00
Youth worker – Youth work – December – Grant funded	636.99
Youth worker – Youth work and Community Development work – December – Grant funded	250.00
Youth worker – Youth work – January – Grant funded	613.59
Youth worker – Youth work and Community Development work – January – Grant funded	250.00
TOTAL	£11325.25

Proposed: Cllr G Louden Seconded: Cllr P Thompson

Cllr Warnes left the meeting.

20-21/0443

TREES

21/00261/TPOS	8 Baddesley Close North Baddesley	T1 -Silver Birch – Fell <i>Objection -retained during recent development to maintain character and should be reduced or maintained rather than felled.</i>
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20-21/0444

PLANNING APPLICATIONS

20/03270/FULLS	Wisteria Cottage 146 Botley Road North Baddesley	Two storey extension to the front creating an entrance hall, first floor bathroom and ensuite shower room. <i>No comment</i>
21/00351/FULLS	133 Botley Road North Baddesley <i>The Parish Council declared an interest and did not comment</i>	Part change of use to hand car wash business to include provision of new splash barrier, drainage and ramp installation, replacement of sliding door and window with shutter doors and siting of storage container on site. <i>The Parish Council cannot comment as it has an interest.</i>

The meeting closed at 9.30pm