



Full Council Meeting – MINUTES

held on Tuesday 17th January 2023 at 19.30, in the Club Room, Village Centre.

Present: Cllrs Patrick Foote, Oliver Madge (Chair), Ed Makgill, Glenda Mew, Kevin Noble, David Peart, Gwen Randall, and Bridget Culley.

In attendance: Parish Clerk, Maxine Owen Members of the Parish: 5.

Meeting start: 19:30

54. Introduction led by the chair: General Welcome. Error in sequential numbers continued from last meeting, but will continue in line with the published agenda for this meeting.
55. Time allowed for public speaking: Request to not allow the meeting to be on the same night as The Film held in the Village Centre. The Film is usually on the third Tuesday of the month, so any rearranging of the Full Council Meeting usually on second Tuesday should not roll on to the following week. It was confirmed that this meeting was only later due to New Year and holidays.
56. Receive apologies for absence: Cllr Phil Jeffrey
57. Declarations of interest: None.
58. Receive reports from Borough & County Councillors: None present.

ACTION: Clerk to contact Sam Carr & Tom Thacker to invite to next meetings. Attempt to alternate between the two councillors. - **CLERK**

59. Minutes of Extra Ordinary Council meeting held 6th December 2022

- 59.1 Approved by: Proposed: Cllr Makgill and seconded Cllr Randall.
- 59.2 Publish list of Actions with Minutes to keep track of progress.

ACTION: Go back and include actions from previous meetings to make progress monitoring part of standard process. - **CLERK**

60. Governance matters:

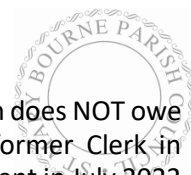
- 60.1 The AGAR for 21/22 was submitted in December 22. SBA (Government Auditors) have not yet sent confirmation of their approval of our submission, although the local Auditor has approved. Once formal approval is granted the documents will be published on the Parish Council Website. This approval is anticipated in the next few weeks.

ACTION: Clerk to chase if not received by the end of the month - **CLERK**

- 60.2 Cllr Madge advised that the Parish Council had received a Small Claims Court Notification from previous clerk Ben Sawyer for late payment of wages and expenses, despite signing the Settlement Agreement and concluding employment on 17th December 2022.

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Outcome: It was agreed by the full council that this claim should be contested. The Parish does NOT owe anything further to the former Clerk. A late payment was made to the former Clerk in December when it came to light that the Clerk had not received his wage payment in July 2022 – the administration of which he was responsible for at the time.

ACTION: Cllr Madge to respond to Court Documents and advise them that the claim will be contested. Clerk & Councillor Madge to prepare relevant documents to present to the Court. – **CLERK & OM**

61. Finance:

61.1 The following payments were approved: Proposed Cllr Foote, seconded Cllr Makgill

Date	Payee	Description	Net	VAT	Total
02.12.22	HR First	HR Support with Previous Clerk	£4025.50	£805.10	£4830.60
08.12.22	HALC	Planning Symposium/Training	£72.00	£14.40	£86.40
21.12.22	Philips Law	B. Sawyer's Solicitor	£480.00	£0.00	£480.00
21.12.22	Eclipse Pest Control		£130.00	£0.00	£130.00
21.12.22	HMRC	BS Tax on final salary	£268.25	£0.00	£268.25
23.12.22	Premier	Lengthsman	£1150.00	£230.00	£1380.00
23.12.22	Ben Sawyer	Missed Wages payment in July 2022	£491.79	£0.00	£491.79
31.12.22	Scofell Landscapes	Grass Cutting	£686.66	£137.33	£823.99
01.01.23	SMB Village Centre	Office Rental for Jan 2023	£130.00	£0.00	£130.00
04.01.23	Scottish Water	Water (Direct Debit)	£58.35	£0.00	£58.35
13.01.23	Maxine Owen	Clerk Invoice for December 2022 hours	£780.00	£0.00	£780.00
14.12.22	Groundlord	Lime trees x 3	£2000.00	£400.00	£2400.00
Bank Balances on 17.01.23:		Account A	£69,509.59	Includes £9440 Hide, £26.5K CIL, £7K Riverbank Project	
		Account B	£2116.82	Includes £2000 Grant from Greenham Trust	

ACTION: Make Payments as above - **CLERK**

61.2 **Budget Approval for Financial Year 2023 – 2024**

Cllr Madge went through the proposed budget numbers for the next financial year as put together and agreed by the Finance Committee in early January 2023. An increase of 14% on the Parish Precept will be proposed to Basingstoke and Deane for financial year starting April 1st 2023. Cllr Madge asked for understanding from the Council that the allocation of funds across the cost centres may need to be fluid as the accuracy in recording the Parish spend improves.

OUTCOME: The Precept Increase request equates to a £7.73 increase per month on a band D household.

ACTION: Clerk to complete Precept Request Form and submit to Basingstoke & Deane Borough Council by 31st January 2023.

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61.3 The VAT reclaim was not made in 21/22, but this will be made by the beginning of February 23, and then 22/23 reclaim will be made during April 2023.

ACTION: VAT Reclaim for previous year to be made before beginning of February 2023. - **CLERK**

61.4 Both contracts for Lengthsman (Premier) & Grass Cutting (Scofell) need to be retendered this year in time for 1st April 2023 start with new contracts. Price increases are anticipated on both contracts. The Parish Cluster and SMB's role as administrator of the lengthman scheme needs to be reviewed as part of this process. Due to the mismanagement of this contract in the last two years, it is likely that other parishes in the cluster may wish to drop out of the cluster, so the admin fee benefit will reduce. It may be that we resign our role as administrators of this.

ACTION: Clerk to conclude investigation into status of cluster. Work with HCC contact to understand next year's plan/contract/funding available. Bring 13 Cluster parishes back on board with SMB managing the contract. – **CLERK**

Prepare tender documents for New Contracts with Lengthsman & Grass Cutting providers. - **CLERK**

61.5 Although our Reserves account looks healthy, much is earmarked already - £27K CIL, £10K Hide, £2K Grant from Greenham Trust for Play Area, £7 Watercress & Winterbourne river works. Ongoing, minutes will separate out the ringfenced reserves held by the council for Parish activities.

62 Planning:

62.1 Any objections from planning portal? None

ACTION: Check through CLERK inbox for any consultations that have been missed over Christmas and Holiday Period. - **CLERK**

63. Lake & Rec

63.1 **Hide:**

A consensus was reached on the Hide. It was agreed it should go ahead and be purchased and installed. The deadline for spending the National Lottery Grant is end of March 2023. The proposed supplier of the hide needs to respond by the end of January 2023 or a new supplier will be found.

The PC is aware that there are concerns about the Hide from Residents, The Fishing Syndicate, & and from a safety perspective. It was agreed the use of the hide would be by appointment only, but the Lake Committee will create a draft statement with a framework of how it's to be used, when it's used, who can use it, who manages that etc. There was also discussion about its potential mis-use, particularly that after-hours might be an issue. Installation of cameras could be a possibility, but would be fraught with Privacy issues. Wildlife Cameras could be an option for consideration. All agreed it could be a great asset to the Parish used and managed properly.

ACTION: Lake Committee to produce statement – **ALL Lake Committee**

Proposed Supplier to be contacted, and search for potential new supplier. – **CLERK & Cllr Randall**

Arrange a meeting early February for all interested parties - **OM**

63.2 **Cricket Nets:**

Junior Cricket have raised c.95% of the funding. The PC will add £2K to this so the contract can go ahead. A request for a contribution will be requested from the Borough & County Councillors. The nets will be owned by the PC, as they are built on Parish land, but a long-

Signed *Oli Madge* Date *13-02-23*



term use agreement with both Senior 7 Junior Cricket Clubs will be created for ongoing use. The nets will be installed by the PC, with Jonny Orange as part of the installation team. The VAT position was clarified for the council. Considering the footpath at the rear of the nets, a 'stop-net' barrier will be needed, and warning signs for footpath users. This requirement will be part of the hire and usage agreement, and will need to be used every session without fail.

Construction is due to start at the end of January with completion planned for March. Excavation equipment will need to access the site, but all disturbance should be made good again. It is planned for excess material to be 'lost' among the trees at the rear of the Rec. Councillors were invited to join the project.

ACTION: Grant Requests to be made to Councillors – **CLERK/OM**

63.3 Ninny's House:

Current agreement runs until end of February 2023. Nicola Facey has said that they want to stay long term. This means the Senior & Junior Cricket and Ninny's need to work out how the arrangement works through the Summer between them. Cllr Madge to facilitate a meeting between all parties before another contract is drawn up with Ninny's House. Ninny's House also using the Club Room, so will have an impact on the use of the Parish Office.

ACTION: Meeting to be organized between Junior & Senior Cricket, Ninny's and PC – **Cllr Madge**

63.4 Benches on the Rec

Tony Grunsall's memorial bench is now ready for installation and will be mounted on paving slabs by Chris Randall. The far bench on the fence line, which is also a memorial bench, is being replaced with another. The Lengthsman has been asked to provide a quote to facilitate this. Any additional assistance with this would be gratefully received. Dates to be confirmed.

ACTION: Cllr Madge in touch with relevant families to advise them of what is happening and timings and contractor costs - **OM**

63.5 MUGA

Two requests for use of MUGA for overspill car parking.
18th Jan 2023 for The Lunch
24th January 2023 for a Funeral

Cllr Randall advised that the Bowling Club recently realized it would be difficult for an ambulance to attend the Bowling Club if ever necessary. A solution would be to allow access to the MUGA for a vehicle to get as near as possible to the building.

This is also a necessary consideration for the ongoing development of the play area and any redesign of the whole space.

OUTCOME: Both dates approved by Full Council.

ACTION: Provide Bowling Club the Padlock Code for the MUGA for use in emergencies- **CLERK**

64. Communication:

64.1 Currently three methods of communication for PC. – Hill & Valley, SMB PC Facebook page, PC Website. It was agreed that the PC could be more creative with the space offered each month in the H & V. Proposed to try something other than just the minutes within H & V for a while to see how that is received by the parish. Provide links to PC website for access to the minutes. PC Website to remain in current format, used more for legal/governance driven notices. The Village Community website to be for less formal information, plans and updates.

ACTION: Cllr Madge to submit new format for Hill & Valley for next edition. – **Cllr Madge**

Signed *Cllr Madge* Date **13-02-23**



65 Responsibilities & Other Matters Arising

65.1 **Flood Group:** Gullies were emptied today (17th January 2023). Cllr Foote spoke with crew on site and was advised they would report back to HCC as they had found a blockage in one of the pipes that would need further attention. The drains just not coping with the level of rainfall. The council concluded that tankers would probably be back in the village shortly, this appears to be a solution that Southern Water are pursuing, and it was discussed that it would be unlikely they ever replace the sewers in their entirety. When Southern Water lined the pipes a few years ago they did mend everything, although now households are responsible for laterals on their own land.

The lengthsman is clearing the grips on Egbury Road as a priority on 30th January, and has Stoke second on the list, now followed by Upper Wyke where a parishioner advised there is increased flooding there, as the grips are overdue clearing. It was mentioned that there are no grips lower down on Egbury Road, and with altered driveway access and other development the chance of heavy rain running off is limited.

ACTION: Add Upper Wyke to priority list for grip clearance – **CLERK**

65.2 **Footpaths:** Muddy but clear at the moment. Footpath Map has been restored and ready to go up on the wall. To be positioned by the entrance to the village hall.

ACTION: Get digital copy from Michael Widen - **CLERK**

65.3 **Highways:** The bridge has now been fixed. The cars belonging to the converted Chapel opposite the school are still parked close to the bend. It is considered dangerous by everyone, but the owners have had planning permission refused again by BDBC for the change of use of their land so they can park on there instead of the road.

65.4 Use of **Parish Office** to be discussed as part of the review of the Clerk Role in the next few months.

65.5 Request from a **Wood Fired Pizza company** to use the Village Centre a couple of times a month was discussed. Agreed that it would be OK to start on a trial basis. They would need to specify which days at what times, and ensure this doesn't clash with times that the Village Centre is already very busy. Concerns were also raised about ensuring that the litter was managed appropriately, and did not add cost to the PC.

Meeting dates for 2023 were agreed would remain on the second Tuesday of the month. By exception the next meeting will take place on Monday 13th February. Second Tuesday would be Valentine's Day.

ACTION: Contact the pizza company – **Cllr Madge/CLERK**

Date of next meeting: Monday 13th February 2023

Meeting end: 21:03

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Signed *Oli Madge* Date *13.02.23*
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