

**MINUTES OF SHERFIELD-ON-LODDON PARISH COUNCIL MEETING HELD IN THE GARDEN ROOM OF THE VILLAGE HALL ON TUESDAY 20<sup>TH</sup> MAY 2003**

**Present**

Bruce Batting (Chairman)  
John Dodd (Vice Chairman)  
Richard Gaiger  
Ivan Gosden  
Sandy Johnston  
Tracy Lander-Sims  
Harry Moore  
Nick Robinson

**In attendance**

Lucy Marshall (Parish Clerk)

4 members of the general public were also in attendance.

**1. APOLOGIES FOR ABSENCE**

**3681** Apologies for absence were received from Councillors Keith Chapman and Roger Gardiner and WPC Mandy Jewell.

**2. DECLARATION OF INTEREST**

**3682** Tracy Lander-Sims expressed a personal interest in the development of the Rectory, as her property adjoins the land being developed. On behalf of the Council, the Chairman asked Mrs Lander-Sims to exclude herself from any discussion of this issue.

The Chairman reported that if Councillors circumstances had changed, eg: ownership of land, they should complete a form for Revision of Registrable Interests for submission to the Borough Council. Copies of the form were held by the Clerk.

**3. APPOINTMENT OF CHAIRMAN**

**3683** Bruce Batting informed the Council that he had been Chairman for several years and asked if anyone else wished to take on the role. No-one expressed a wish to take on the Chairmanship and so he agreed to continue for a further year. This was proposed by John Dodd and seconded by Ivan Gosden.

**4. APPOINTMENT OF VICE CHAIRMAN**

**3684** Nominations for Vice Chairman were as follows:

John Dodd; proposed by Harry Moore, seconded by Sandy Johnston.

Ivan Gosden; proposed by Tracy Lander-Sims, seconded by Nick Robinson.

It was confirmed that the Parish Council's Standing Orders do not preclude there being two Vice Chairman, and so this arrangement was accepted by the nominees and by the Council.

**5. MINUTES OF MEETING HELD ON TUESDAY 8<sup>TH</sup> APRIL 2003**

**3685** Nick Robinson asked for the minutes of the previous meeting to record that it had been agreed that a budget report would be produced for Council meetings.

**ACTIONS**

(Following the meeting, Mr Robinson confirmed that minute 3674 did in fact cover this issue adequately.)

The minutes were then approved as a true record of the proceedings and signed by the Chairman.

## **6. MATTERS ARISING**

### **(i) Flood Action Plan**

**3686** Dick Gaiger had produced a document which he agreed to circulate to all Parish Councillors.

RG

### **(ii) Welcome Pack**

**3687** Tracy Lander-Sims reported that the pack should be ready by August, and would hope to have a draft for consideration at the July Parish Council Meeting.

TL-S/NR

Nick Robinson reported that the cost of a suitable, plastic covering for the pack would be in the region of £500-£600 and he expected that advertising fees would cover this expense. However, he hoped that the Council would agree to cover any shortfall.

### **(iii) Ownership of Allotments**

**3688** The Chairman reported that the Deeds of the Allotments were currently in the Strong Room at his place of work. Nick Robinson asked to see them when convenient.

BB

### **(iv) Sherfield Park Surface Water Drainage**

**3689** Ivan Gosden reported that he had met with Croudace but was not satisfied with their claim that the increased volume of surface water would not impact upon his land or the village. They were not prepared to sign an indemnity, to say they will not affect the village. They claimed that balancing ponds would be created to prevent flooding. Members of the Council were in agreement that only the flow of water could be regulated, not the volume, and the drainage ditches destined to take the flow (Bow Brook through Sherfield, and a smaller ditch within the MoD Camp which needs to be cleared) would not cope with the volume. It was again stated that the developers had not consulted with the Parish Council nor land owners at the time of applying for planning consent, as they are required to do. Mr Gosden reported that he would continue to pursue the matter.

It was agreed that the Borough Council would be asked to verify whether Croudace had fulfilled their legal obligations. The Chairman agreed to write to the Borough Council and then to Andrew Yallop, Managing Director of Croudace with a copy to Andrew Hunter MP.

BB

### **(v) The Rectory Development – An Update**

**3690** Sandy Johnston reported that a claim is to be made against Berkeley Homes as it appears that land they intend to develop and claim to own does in fact belong to the Baptist chapel. The Rectory Deeds went missing, but Reverend Russell has a document showing that the land belongs to the Baptist church. It is possible that Berkeley Homes will withdraw from the development.

It is hoped that any future developer will show more courtesy and will welcome input from the local community. It was noted that Laing Homes have housing schemes for older people, which might overcome the issue of limited parking on the site.

It was suggested that, as a new burial ground is required by St Leonard's Church, the

Rectory land could be a suitable site. This idea was very well-received by the Parish Council and the Chairman agreed to put the suggestion to Revd Politt.

BB

**(vi) Traffic Calming**

**3691** The task of producing plans for the traffic calming scheme was being delegated and documents had been promised from Hampshire Highways within two weeks.

The footpaths leading from Weston House to the village shop are in a poor state of repair and many elderly people feel unsafe when walking along them. This has been reported to the Area Surveyor's Office at Hook, although Mr Ian Wetherall is very hard to get hold of, as he is having to take a certain amount of time off to care for his wife. Members of the Parish Council were unhappy that his duties could not be delegated to a deputy in his absence.

It was confirmed that the metal post by the roadside outside the village hall had been installed during the most recent speed recording exercise and is due to be removed.

**(vii) Double Taxation**

**3692** Tracy Lander-Sims had attended a focus group meeting on 17 April. The Consultancy which had organized the meetings would be circulating a summary of discussions and conclusions to all parties involved, in due course.

**(viii) New Signatories for Bank Account**

**3693** The Chairman reported that HSBC require proof of signatures before accepting the Sherfield-on-Loddon Parish Council Mandate, which all members had signed at the last meeting. Therefore, Nick Robinson, Harry Moore, Ivan Gosden, Dick Gaiger, Tracy Lander-Sims and Sandy Johnston were requested to present their passports/ driving licenses at HSBC in Basingstoke.

All

**(ix) Storage of Parish Council's Computer**

**3694** Harry Moore reported that Clem Keeble had recently been given a new computer, so the Council considered other local people and/or groups which might welcome the use of the PC's PC. It was agreed that Jan Martin, Village Hall Bookings Secretary, would be asked if she wished to borrow the machine. Nick Robinson left the meeting briefly, to offer the machine to Jan, which she accepted gratefully. A suitably worded document would be signed by the Chairman and Mrs Martin, confirming that the PC remains the property of the Parish Council.

BB  
LM

**(x) Biodiversity Study**

**3695** The Chairman reported that he had been unable to reply by the deadline of 6 May, but informed the Parish Council that Country Watch, Hampshire Association of Parish and Town Councils and Newnham Parish Council had submitted very detailed responses.

**7. TO DISCUSS THE VILLAGE GREEN COMMITTEE**

**3696** The Chairman reminded the Council that a letter signed by ten members of the Village Green Committee, referring to the disbandment of the group, had been circulated after the last meeting, and he had since replied, outlining his proposals for the new Finance and General Purposes Committee (FGPC) and reiterating that the Village Green Committee would continue to function as it always had, as an advisory committee. This would overcome the issue of breaching the Code of Conduct.

As Chairman of the Village Green Committee, Harry Moore said that he was reassured by

the Chairman's letter and was happy to accept the new arrangements whereby the FGPC would obtain estimates, hire contractors and prioritise projects for the Green. He said that if accepted by the Parish Council this arrangement would help to progress the work of the VGC in a better way than ever.

All estimates would be given to, or sought by, the Clerk who would then compile them for presentation to the FGPC.

The Chairman was pleased at the reaction to his letter and proposals, and said that he hoped the arrangements would work smoothly.

Harry Moore then suggested that contractors must be aware that their estimates are for works to be carried out up to one year ahead, and this was agreed.

John Dodd asked if cash could be readily available for emergency work. In the case of extreme emergency, a payment can be made by the Clerk on behalf of the Council whether or not there is budgetary provision, subject to a limit of £500.00 and reported to the Chairman. (See Financial Regulations, para 3.4.)

The Chairman then reported that he has instructed a contractor to work on the ditch by Dove Cottage. It appeared highly unlikely that the ditch water is contaminated with sewerage. Hampshire Drains would be inspecting the site on Thursday 29<sup>th</sup> May and attempt to clear any blockage.

A camera will be used to inspect various drains around the village on 24<sup>th</sup> June and the results will be catalogued; Andy Wheeler has offered to bear the cost of this exercise.

## **8. APPOINTMENT TO COMMITTEES**

**3697** A document had been circulated with the agenda, outlining the proposals for Parish Council committees for the forthcoming year. The proposed terms of reference were accepted.

**Village Green Committee:** This is an advisory committee whose members include the following parish councillors: Bruce Batting, John Dodd, Sandy Johnston, Harry Moore.

**Planning Committee:** It was agreed that the planning committee membership should be expanded to: Bruce Batting, Sandy Johnston, Nick Robinson and Harry Moore. Ex officio members: John Dodd, Ivan Gosden.

The committee would meet on a weekly basis, to enable comments to be submitted within the given timeframe. As meetings must be held in a public place, it was agreed that the Planning Committee would meet in the Cricket Pavilion and the general public would be given the statutory notice of the dates of meetings.

BB  
LM

It was noted that the Borough Council will require at least 5 objections before taking an application to committee and as a Parish Council response will now count as a single, collective objection, there may be occasions when Parish Councillors will need to submit responses individually. With this in mind, members of the general public wishing to express an objection could attend the Planning Committee meetings but would be advised to submit their written objections directly to the appropriate Planning Officer at BDBC.

**Finance and General Purposes Committee:** The following membership was agreed: Ivan

Gosden, Dick Gaiger, Tracy Lander-Sims and Harry Moore. Ex officio members: Bruce Batting, John Dodd. Proposed by Bruce Batting, Seconded by Sandy Johnston. The committee would meet in the week following each meeting of the Village Green Committee.

A document showing Village Green projects agreed for 2003/4 was tabled.

**Traffic and Roads AND Footpaths:** It was agreed that these were “areas of particular responsibility” rather than committees.

Harry Moore reported that a parishioner had fallen whilst climbing over a stile as the handrail had given way. Ivan Gosden agreed to fix it.

IG

The County Council has a responsibility for Rights of Way and the Chairman would write to Michael John, who heads that department, asking him to address the problem of the condition of stiles in the village, the problem of flooding across the road by Loddon School, Wildmoor and the hazard of a farm gate which swings open into the road, opposite Scats Country Store. Harry Moore agreed to send a note to the Clerk regarding this latter problem.

BB  
HM

**Areas of Particular Responsibility:** There were no changes to be made to the listing presented in the document.

With regard to allotments, John Dodd reported that the new fencing, described at the Annual Parish Meeting, would cost approximately £5,000. No date had been fixed for the removal of rubbish.

JD

An updated version of the Parish Council Committees list for 2003/4 would be made available to Parish Councillors and displayed on the Parish Notice Board.

LM

## **OPEN FORUM**

The meeting was temporarily adjourned for open discussion, and no formal minutes were recorded. However, items of note were:

- Minutes of the Annual Parish Meeting held on Friday 2 May were tabled for approval at PC on 10 June.
- Village Green Committee to consider how to widen pathway behind Village Hall.
- Parish Plans – latest document to be circulated, then discussed at PC on 10 June.
- Greater notice to be given for Annual Parish Meeting, and avoiding bank holiday weekends if possible.
- Grass cutting – Letter from Mike Barnes to be circulated. Minutes show PC had agreed to terminate his “contract” at the end of last year. The matter to be discussed at the PC meeting 10 June.
- Elections 2004 – polling likely to be moved from 6 May to 10 June (European Election Day) when four new councillors will be required from Sherfield Park (no pro rata arrangement).
- Playground equipment must be inspected weekly and written record kept. S Johnston agreed to do this but other PC members willing to assist him if required.
- Play area is to be mown at same time as football pitches – new key requested from fencing supplier, to allow mower into play area.
- Tadley CAB – invitation to attend AGM 25 June.
- Country Watch – AGM, Old Basing, 30 May.

- Our Common Land – 5<sup>th</sup> edition available at £25.

## **9. FINANCE REPORT**

**3698** The Clerk had tabled a finance report, showing balances of all accounts at 30 April 2003.

	HSBC A/c	General Investment A/c	Tennis A/c	Allotments A/c	Consols	Grand Total
<b>Balance B/F Q1</b>	<b>6,128.19</b>	<b>14,459.64</b>	<b>4,052.52</b>	<b>2,210.89</b>	<b>24.17</b>	<b>26,875.41</b>
Income						
Apr/May/Jun	26,579.27	433.77	161.89	53.31		27,228.24
Outgoing						
Apr/May/Jun	20,170.81					20,170.81
<b>Balance C/F to Q2</b>	<b>12,536.65</b>	<b>14,893.41</b>	<b>4,214.41</b>	<b>2,264.20</b>	<b>24.17</b>	<b>33,932.84</b>

As agreed at the last Council meeting (minute 3658) the Tennis and Allotment accounts would be transferred into the General Investment account and would appear as a single figure in next month's report.

Attached to the document was a draft budget report which the Council agreed to receive on a quarterly basis.

### **Approval of Payments**

£802.93	Cornhill Insurance
£20.00	Each, HAPTC Course for New Councillors (15.7.03, 7-9pm Winchester)
£23.50	Village Hall fees – Apr/May/Jun and Village Green Ctte 15 April 2003
£800.00	Loddon Link and Churchyard Maintenance
£467.72	Clerk Salary
£133.35	Litter Warden Salary
£28.28	Inland Revenue
£82.85	St John Ambulance First Aid, one day course (inc vat)
£27.77	Petty Cash
£25.00	“Our Common Land” 5 <sup>th</sup> Edition

Payments proposed by Nick Robinson, seconded by Harry Moore.

The Clerk reminded everyone that the use of chainsaws on the Village Green is not covered by the insurance policy. Contractors with their own insurance cover should be used if necessary. Sandy Johnston requested a copy of the Insurance policy, which was given to him at the meeting.

Places would be booked on the HAPTC Course for Tracy Lander-Sims and Dick Gaiger.

LM

Harry Moore confirmed that he would seek a volunteer from the Village Green Committee to attend a one day first aid course as, although not a legal requirement, it was felt to be a useful and necessary exercise.

HM

## **10. DATE OF NEXT MEETING**

**3699** The next meeting of the Parish Council will be held in the Village Hall on Tuesday 10 June 2003, at 7.30 pm. The Chairman closed the meeting at 9.45 pm.