

MINUTES OF SHERFIELD-ON-LODDON PARISH COUNCIL MEETING HELD IN THE GARDEN ROOM OF THE VILLAGE HALL ON TUESDAY 7 OCTOBER 2003

Present

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

In attendance

Lucy Marshall (Parish Clerk)

1. APOLOGIES FOR ABSENCE

3794 Apologies for absence were received from Borough Councillor Roger Gardiner, County Councillor Keith Chapman, Chris Horton and WPC Jewell.

2. DECLARATIONS OF INTEREST

3795 None was reported.

3. MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2003

3796 The minutes of the meeting held on 9 September were approved and signed by the Chairman as a true record of the proceedings.

4. STANDING ORDER 13: TO CONSIDER WHETHER PAY AND CONDITIONS OF SERVICE OF EMPLOYEES SHALL BE REVIEWED

3797 The Parish Council agreed that the pay and conditions of its two employees would be reviewed and considered by the Finance and General Purposes Committee for approval by the Parish Council.

5. REPORT ON WELCOME PACK

3798 Tracy Lander-Sims tabled a draft leaflet, which would be circulated for more detailed consideration and comment by councillors. The welcome pack would be given to new residents at Sherfield Park, the first occupants are expected to move in at the beginning of 2004. The Chairman suggested that details of the new Ward and the requirement for Councillors to represent Sherfield Park on the Parish Council could be included. It was reported that Donald Dawson, Editor of the Loddon Valley Link, had offered to have the leaflets printed free of charge, and it was agreed that profit made from advertising could be donated to the Loddon Valley Link.

6. REPORT ON PARISH PLAN

3799 A letter of Intent would be presented to the next PC meeting.

7. BASINGSTOKE AND DISTRICT ASSOCIATION OF PARISH AND TOWN COUNCILS / CHINEHAM INCINERATOR LIAISON PANEL MEETING

3800 The Chairman reported his attendance at the most recent BDAPTC meeting, at which Senior Management arrangements, the Local Plan and Quality Status of Parish and Town Councils had been discussed. Many smaller parishes felt that they would not have the finances, or enough volunteer candidates for election, to be able to meet the requirements for quality status.

ACTIONS

LM

TL-S/DG

3801 The Chairman had also attended a recent meeting of the Chineham Incinerator Liaison Panel Meeting. The recent incidents of black smoke emissions were explained as having been caused by the wrong mixture of domestic heating oil to oxygen, which was used to reheat the chambers following servicing. The designers of the equipment had been consulted and had visited the plant to carry out adjustments. The Environment Agency was satisfied that all precautions were being taken and no legal action would be taken against Integra. Data and information about the Incinerator would be published on a website, which would be monitored by an independent body. The problem of light pollution from night-time illumination was under review. Visits for up to 15 people could be organised for interested parties. The site is not yet at full capacity but will eventually take waste and recycling materials from Hart and Rushmoor Councils as well as Basingstoke & Dean Council. John Dodd believed that the traffic light filtering system on the A33 at the entrance to the plant needed to be altered and the Chairman agreed to pass this information on.

BB

8. TO DISCUSS THE APPOINTMENT OF A PARISH LENGTHSMAN CO-ORDINATOR

3802 An extract from the HAPTC Bulletin had been tabled. The County Council is inviting all Parishes to nominate a local co-ordinator to channel information regarding routine works that are needed in their area to their local highway office, with a view to improving communication and ensuring that minor but necessary tasks are carried out effectively and efficiently. Bruce Batting agreed to take on the role of co-ordinator.

BB

9. TO REPORT ON OVERGROWN HEDGING IN GODDARDS CLOSE

3803 The Clerk had written to Sentinel Housing two weeks ago but had received no reply. A response would be sought within the next two weeks. The Housing Association would also be asked to cut back the hedges along the footpath between the allotments and Bow Grove.

LM

10. TO REPORT ON PC DONATION TO CITIZENS ADVICE BUREAU

3804 The Clerk read aloud minute 3585 from the PC minutes of 14 January 2003, in which it was stated that the Parish Council had agreed to donate £50 to Tadley CAB in the new financial year. No such payment had been made. It was agreed, therefore, that the Parish Council would make the £50 payment to Tadley CAB, under Section 142, and reply to Basingstoke CAB, suggesting that they seek a donation from the Parish Council again next year.

LM

11. TO REPORT ON RESPONSE TO CONSULTATION PAPER ON INDEMNITIES FOR RELEVANT AUTHORITY MEMBERS AND OFFICERS

3805 A working party had met on 24 September to discuss the proposals and questions posed within this consultative document. A response had been sent on 30 September.

12. TO DISCUSS POSITION OF VILLAGE BOTTLE BANKS

3806 Bruce Batting had received an email from Ian Jenner of Weston House, complaining that the noise from the bottle banks was a nuisance. Bruce Batting had contacted the Environmental Health Department at the District Council, requesting their assessment of the problem, and whether it constitutes a statutory nuisance.

OPEN FORUM

The meeting was adjourned so that items not appearing on the agenda could be discussed.

13. PLANNING: UPDATE AND NEW APPLICATIONS

3807 A document was tabled showing applications considered since the last Parish Council meeting, together with the other matters discussed at the last Planning Meeting, held 6 October. There had been no objection to applications BDB/56723 and BDB/56713.

14. REPORTS

(a) Planning Committee

3808 This had been discussed under minute 3807.

(b) Finance and General Purposes Committee (FGPC)

3809 The minutes of the meeting held on Tuesday 17 September had been circulated.

- (i) Cricket license** – The White Hart Cricket Club has disbanded and so in 2004, the license fee of £130 will be paid in full by Sherfield Cricket Club. Sherfield CC has also agreed to pay half the cost of grass cutting of the outfield, the other half being charged to the Parish Council.
- (ii) Longbridge Mill** – It was noted that the owners of Longbridge Mill Pub and Restaurant have expressed an interest in maintaining the A33 roundabout. A planting scheme and maintenance regime is awaited, before a formal approach can be made to Longbridge Mill. BB
- (iii) Four Winds Court Services** – A quote of £2704 (plus partial VAT charge of £299) had been presented for cleaning, repair and repainting of the tennis courts. As there is currently a reserve of £3,000 for tennis courts, the FGPC recommended to the Parish Council that work should be carried out this autumn. This was agreed. Four Winds had proposed a further annual charge of £397 for ongoing maintenance, fixed for 3 years. As annual income from the tennis court fees was in the region of £350, this was questioned by members of the committee. The Clerk would clarify the figure quoted and the matter would be given further consideration. LM
LM
P Council
- (iv) Swing unit, playground** – The Finance and General Purposes Committee had considered quotations presented by Sandy Johnston and wished to recommend that the swing unit is repainted, new swing seats are purchased, including a strapped seat suitable for disabled children. As the playground fund stands at £6500, it was agreed that this work could be carried out in the current financial year. However, Sandy Johnston wished to seek two further quotes to put to the Parish Council next month. SJ
P Council

(c) Village Green Committee

3810 The following outstanding issues were considered.

- (i) Restoration of War Memorial** – It was reported that Clem Keeble had written a further letter, appealing to the Parish Council to enhance the names of servicemen on the Memorial Cross. The PC had precepted £200 for annual maintenance. The Clerk tabled a document listing quotations received for work to be carried out before the Remembrance Sunday Service. Martin West, a sign writer from Old Basing, had provided the cheapest quotation of £250-£300 and John Dodd proposed that he be given the task. This was seconded by Ivan Gosden and agreed by all those present. LM

(ii) Ditch/Drain Dove Cottage to Jubilee Cottage – The Chairman had received quotes for clearing/re-piping and all seemed very expensive. After discussion it was suggested that an alternative solution would be to open the drain to form a ditch. It was agreed that the Clerk would obtain a quotation from Dave Miller. LM/BB

(iii) Henns Ditch Bridge – Ben Stoopman had presented a quotation of £115 to the Chairman, for extensive repairs to the bridge. As the bridge is in a poor state of repair, work would need to be carried out in this financial year. This was proposed by Harry Moore and seconded by John Dodd and approved by the Council. Harry Moore and John Dodd agreed to attend the site as “banksmen” whilst work is being carried out, in order to fulfill insurance requirements. BB/LM
HM/JD

(iv) Jubilee Pond – A figure of £250 had been allocated in the precept for this maintenance task, based on a quotation from Martin Moore of Moore and Moore Carp. The Clerk had left messages and tried to make contact with Mr Moore on a number of occasions but without success and it was assumed that he no longer wanted to take on the task at his quoted price. Several new quotations had been received from other companies and were considered by the Parish Council. After discussion, it was agreed that Butlers Landscapes should be given the contract to remove 85% reeds from the pond, including those close to the island, for £390 per day (suggested 2 days’ work). This would include removal of reeds to a local, agreed site. Regarding the removal of the broken willow bough and strimming of the centre island, DSO’s quote of £80 was accepted. These arrangements were proposed by Harry Moore and seconded by John Dodd and accepted by all those present. The Clerk would contact the contractors and arrange for work to begin as soon as possible. LM

(v) Chestnut tree, entrance to Football Club car park – It was agreed that the lower branches of the chestnut tree at the entrance of the car park, on the corner of the green, should be removed to provide the 4m clearance required by emergency vehicles for access onto the pitches. The Clerk would submit a Notice of Intent to the Borough Council, as the tree is within a conservation area. LM

(d) Allotments

3811 John Dodd reported that the annual allotment holders meeting had been held on 23 September. Several rental payments were still outstanding. Those attending were very pleased that the plots 1 and 2 had now been cleared and it was hoped that these would remain in a tidy condition by whoever takes them on. Allotment holders wished to be provided with a portaloos and the cost for this would be investigated. The Clerk confirmed that Sentinel Housing had been asked to repair the broken guttering overhanging one of the allotments. John Dodd said that the idea of hiring a skip for rubbish had been well received, and he advised the Parish Council that it would cost £180. Harry Moore proposed that arrangements are made for a skip to be installed centrally within the allotment area and this was seconded by Ivan Gosden and approved by all present. JD/LM

(e) Tennis Courts

3812 Sandy Johnston presented tennis court booking fees of £33 to the Clerk. He reported that once the leaves had fallen, the branches overhanging the courts would be trimmed.

(f) Children’s Play Area

3813 Play equipment brochures had been circulated to Councillors for consideration. More quotes were expected. With regard to an aerial runway, Sandy Johnston said that these could be noisy and he would be pleased to arrange for a group of Councillors to see an aerial runway at Tadley. Improvements to the swing unit had been discussed under minute 3809, para (iv).

(g) Bramley School

3814 Year 5 & 6 are on a residential trip. The school is not interested in having an allotment plot, as it could not be maintained during the summer holidays.

(h) Village Hall

3815 Drawings had been produced for the new kitchen. However, a formal quotation would be needed before the Parish Council could consider making a grant next year. The Chairman agreed to discuss with Esme Ward the need for Environmental Health to make an inspection of the kitchens.

BB

(i) Cricket Pavilion

3816 The Chairman had received a third quotation for repairs, from Joe Bates. He hoped to obtain a further quote in time for the Finance and General Purposes Committee meeting on 21 October.

BB

Football Pavilion

3817 Nick Robinson had produced a revised plan of the football pavilion, which would provide a meeting room. All agreed that his plan was a better design and provided much better use of the small space available. An alternative solution would be for a larger club house to be built elsewhere on the Village Green. One suggestion was behind Mussons Barn, on the Green side of Henns Ditch. It was suggested that the Parish Council would not need to apply to the Secretary of State for approval and further paperwork on this issue is awaited. It was important that the Football Clubs and Parish Council liaise closely and it was agreed that a steering group should be formed. This would be discussed at the next meeting of the Parish Council.

P Council

15. ROADS, TRAFFIC AND FOOTPATHS

3818

(i) Traffic Calming - A notice announcing a speed reduction to 30 mph throughout the village had been posted up on the noticeboard and will appear in the press. Hampshire Highways are trying to confirm a starting date for installing permanent traffic calming units. This would be followed up and residents would be informed by an announcement on the noticeboard.

LM

The Chairman had returned an application to the Borough Council for a “Rural Gateway” to be installed at the Bow Bridge end of the village, and at the chicane.

(ii) Flooding – The Chairman is arranging to meet a highways engineer from Hampshire Highways.

BB

(iii) Footpath 11 – A proposal to change the route had been received, which would adopt the parallel path which is used by most walkers. No objection.

(iv) Footpaths 15 & 16 – A Bramley resident had written to Michael Johnn, Rights of Way Officer, as she had noticed that standard footpath signs had been replaced with “permissive footpath” signs. This would be clarified.

- (v) **Footpath map** – It was agreed that the Footpath Guide is now out of date and should be replaced. Sandy Johnston agreed to discuss this with Michael Johnn.

SJ

16. FINANCE REPORT

3819 The Clerk had tabled a finance report, showing balances of all accounts at 30 September 2003, together with a second quarterly budget report.

	HSBC A/c	General Investment A/c	Consols	Grand Total	Uncleared HSBC
Balance B/F Q2	9,696.53	21,575.55	24.17	31,296.25	
Income Jul/Aug/Sept	14,689.63	0.00	0.00	14,689.63	0.00
Outgoing Jul/Aug/Sept	5,353.02	0.00	0.00	5,353.02	779.35
Balance C/F to Q3	19,033.14	21,575.55	24.17	40,632.86	19,812.49

HSBC Credits for September 2003: £10,924.82 (includes second precept payment, allotment fees, court fees, booklet sales, interest)

HSBC Debits for September 2003: £2,681.53 (including £779.35 uncleared cheques)

HSBC Bank statement at 30/9/03: £19,812.49

Approval of Payments

£352.50	DSO, Basingstoke & Deane – Clearance and levelling of allotment plots 1 & 2
£10.00	Sherfield Village Hall – Annual Allotment Holders Meeting, Garden Room
£100.00	RBL Poppy Appeal (in precept, paid 17 th Sept)
£17.14	South East Water (paid, 17 th Sept)
£165.36	Litter Warden (new rate £5.28/hr = £137.28/mth + back pay to 1/4/03 = £28.08)
£723.48	Clerk's salary & ½ yr allowance (gross; £483.33 + £400)
£223.72	Inland Revenue - Tax (£118.76) and NIC (£104.96)

Audited Accounts 2002/3

The Internal Audit of the Parish Council's Accounts for 2002/3 had been prepared by David Hitchins of Cryer and Co and copies were tabled. These, together with the approval of payments, were proposed for acceptance by Ivan Gosden, seconded by Nick Robinson and agreed by all those present.

17. ITEMS FOR DISCUSSION AT NEXT MEETING

3820 (a) Steering Group to discuss Football Pavilion. (b) First draft precept. Councillors were invited to contact the Clerk with other items for discussion within the next few weeks.

LM
All

18. DATE OF NEXT MEETING

3821 The next meeting of the Parish Council will be held in the Garden Room at 7.30 pm on Tuesday 11 November 2003. (Following the meeting, all Councillors agreed to move the next meeting to Tuesday 18 November.)

LM

Meeting closed 10.05 pm.