

MINUTES OF THE SHERFIELD-ON-LODDON PARISH COUNCIL MEETING HELD IN THE GARDEN ROOM OF THE VILLAGE HALL ON TUESDAY 8TH APRIL 2003

Present

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

In attendance

Keith Chapman (County Councillor)
Roger Gardiner (Borough Councillor)
WPC Mandy Jewell
Lucy Marshall (Parish Clerk)

Before the committee meeting commenced, Mrs Tina Taplin asked the Chairman if she could remind the Parish Council that the Visitors Centre at Longbridge Mill must be available to the public at all times, and that the brewery were not entitled to charge an entrance fee. Flour can be milled up to twelve times a year, at no charge. She also reported that the brewery were hoping to convert part of the buildings into a six bedroom hotel. The Chairman confirmed that such plans would be submitted to Basingstoke and Deane Borough Council and that the PC would only act as a consultee.

1. APOLOGIES FOR ABSENCE

3645 Apologies for absence were received from Marilyn Tucker, Borough Councillor.

The Chairman welcomed WPC Mandy Jewell, and 5 members of the public to the meeting.

He was sorry to report the death of Peter Reynolds, who had suffered a long illness.

2. DECLARATION OF INTEREST

3646 There were no declarations of interest.

3. MINUTES OF MEETING HELD ON TUESDAY 25TH MARCH 2003

3647 Harry Moore asked for a copy of the amended minutes from the last meeting.

Minute 3633 – Harry Moore said that it was incorrect to say that the item had largely been covered under item 13 of the agenda, but that the report was withheld. The Chairman confirmed that an earlier typed report by Harry had been circulated to PC members.

ACTIONS

LM

With reference to the tree felling by Orchard Lea, the following suggested wording was agreed: “The Parish Council Chairman agreed with Mr Brian Archer to accept half the cost of removal of trees on the boundary of the green.”

LM

Following these amendments, the minutes were approved as a true record of the proceedings, and signed by the Chairman.

BB

4. UPPER LODDON RIVER FLOOD STUDY

3648 Tracy Lander-Sims produced colour photographic evidence of extensive flooding in Wildmoor Lane from the Times Newspaper, April 2001. The Chairman said that any record of flooding is useful and asked for evidence to be sent directly to JacobsGIBB, the consultancy undertaking the study on behalf of the Environment Agency.

5. FLOOD ACTION PLAN

3649 This was almost complete, but Richard Gaiger wished to discuss storage of sandbags. It was confirmed that the Borough Council are responsible for providing them but they should be stockpiled somewhere centrally within the village and close to Bow Bridge. Exact locations to be agreed.

RG

6. WELCOME PACK

3650 Tracy Lander-Sims reported that a meeting will be held next week and she will submit a report at the next meeting.

TL-S

7. FREEDOM OF INFORMATION ACT

3651 No further action had been taken.

BB

8. OWNERSHIP OF ALLOTMENTS

3652 The Clerk had written to Nat West Bank regarding documents held by them, and a reply is awaited.

John Dodd raised the question of access to the allotments being owned by the Borough Council. The Chairman said that he could look at the Borough's deeds but thought that this issue would be solved once we apply to Land Registry. However, he asked John Dodd to liaise with Percy Sims and write down their recollections on ownership over the years.

JD

9. SHERFIELD PARK SURFACE WATER DRAINAGE

3653 Ivan Gosden reported that he had seen a map showing drainage of the new site, but felt it was inconclusive because the application was before 1996. He hoped that a site visit would resolve his problem but was not sure about the village. Originally, the Environment Agency and Thames Water Board had said that the developers must gain local knowledge on this issue, but no consultations had taken place. Some members were resigned to the fact that the water will probably have to follow the course of the brook.

10. THE RECTORY DEVELOPMENT – SURFACE WATER DRAINAGE

3654 Solicitors were now involved with this issue and a CCTV survey on the existing private drains had taken place. Water is still coming out of the manhole by Breach Lane Chapel. The view that this is surface water was not shared by members of the Parish Council and the Chairman agreed to contact the County Council.

BB

11. THE RECTORY DEVELOPMENT – SECTION 106 AGREEMENT

3655 The Chairman had written to the Chief Solicitor asking if Berkeley Homes would make a contribution towards the new football pavilion, under Section 106. The developer is required to pay money towards on-site and off-site open space/community facilities. No reply had been received. However, the Chairman learnt that Section 106 had been completed, without contacting the Parish Council, and the following figures had been agreed:

£9,738 towards offsite play and recreation provision.

£7,790 towards community facilities (but not a football pavilion).

The first figure could be used to provide additional play equipment for older children, discussed at earlier meetings eg; aerial runway, but this would need to be discussed with Jon Leyland at BDBC.

The committee was reminded that the Village Hall is in need of a new car park surface and fire protection. The Chairman suggested that some money could be presented to the Village Hall Management Committee and Nick Robinson agreed to advise them that money could be available in due course.

NR

12. TRAFFIC CALMING

3656 No amended plans were available at present but the Chairman was expecting a call from Richard Hague on Monday.

The route would be walked, once the plans were on display.

13. DOUBLE TAXATION

3657 Consultation packs are to be returned by 21st April. CWA Consultancy is organising two focus groups to discuss the issue. Tracy Lander-Sims, Harry Moore and John Dodd agreed to attend the meetings on 15th/17th April.

LM

14. REARRANGEMENT OF INVESTMENT ACCOUNTS

3658 The accountant who had conducted the annual audit had recommended that the three National Savings investment accounts should be combined into the one, General Fund. The Chairman reminded the meeting that although income from Tennis and Allotments is paid into separate accounts, any expenses for these areas/activities are paid from the General Fund. Sandy Johnston hoped that when equipment, etc, is needed for the Tennis Courts, the Council would recall the large sum of money which had been held within the Tennis Fund.

The Council discussed whether the funds could be transferred elsewhere, but it was agreed that they remain with National Savings.

Nick Robinson proposed that the Tennis and Allotment accounts be transferred into a single, General Account. This was seconded by Ivan Gosden.

15. NEW SIGNATORIES FOR BANK ACCOUNT

3659 It was confirmed that all Council members could sign the mandate, and become a signatory for the account held with HSBC Bank plc. Each cheque requires two signatures. All members signed the form.

16. PARISH COUNCIL WEB SITE

3660 Alix Scott is currently on holiday, but would contact the Clerk on her return.

17. HEALTH AND SAFETY POLICY

3661 The Clerk had drafted a document, highlighting possible area of concern regarding health and safety, particularly with regard to the work carried out by the Village Green Committee. This was tabled for consideration. Harry Moore agreed to discuss these issues further with Lucy Marshall.

LM

All members were reminded of the need to draw the councils attention to potential risks and hazards to the general public within the parish.

All

18. STORAGE OF PARISH COUNCIL'S COMPUTER

3662 As the new Clerk did not require the Parish Council's computer, the Chairman suggested that, rather than being stored away, it could be put to use by Marion Morse, or someone else in the village. After discussion, it was felt that Clem Keeble could be offered the use of the computer.

BB/LM

19. LETTER FROM THE WINGED FELLOWSHIP TRUST

3663 The Chairman read aloud a letter from an organisation in Surrey which arranges holidays and respite care for disabled people, seeking funds from the council. After discussion, members agreed that despite being a worthy cause, priority should be given to local charities.

LM

OPEN FORUM

3664 The meeting was adjourned and members discussed issues not appearing on the agenda.

A letter from the majority of members of the Village Green Committee was tabled but would be discussed in more detail at the next meeting, when the item could be placed on the agenda. The Chairman agreed to reply to the letter following the discussion at the next meeting, outlining the position regarding co-option.

BB
LM

20. PLANNING

3665 New applications: The Chairman advised that all new applications were as listed. He answered questions on planning applications from members. Objections would be raised re; application BDB/55037. Regarding application BDB/55146 it was noted that a similar application from the owners of a neighbouring property had been rejected.

The meeting discussed the new terrace in Longbridge Close. It was understood that, originally, the houses were to have been housing association properties, to let to local people on the waiting list. However, the houses were being advertised for sale through Sherdons Estate Agent. The Chairman agreed to speak to the Chief Executive of Kingfisher for an explanation.

BB

Decisions made by Borough Council: In addition to those listed, the Chairman reported that removal of conifer trees and hedge trimming was to be carried out at Winton Cottage.

The meeting discussed a large pool under construction at Summerstead Farm. The Chairman believed that this property was outside Basingstoke & Deane Borough and came under the control of Hart District Council but he agreed to check the position.

BB

21. REPORTS

3666 Village Green Committee Report: There was nothing to report.

3667 Allotments: John Dodd said that he would contact Brian Saunders of BDBC tomorrow, regarding fencing. He requested a set of Standing Orders and copies would also be sent to Tracy, Dick and Sandy.

JD
LM

3668 Tennis Courts: Sandy Johnston passed £56 rental to the Clerk. Nothing further to report.

3669 Children's Play Area: The sum of £15,295 had been paid by BDBC and so the invoice for the play equipment, totalling £19,093.75 (inc VAT) could now be settled. On behalf of the Council, the Chairman thanked BDBC for the funding and Sandy Johnston for his hard work in organising the project.

LM

3670 Bramley School: Nothing to report.

3671 Village Hall: Nothing to report. Nick Robinson will inform the Village Hall Management Committee that now would be the best time to approach the Parish Council for funding.

NR

Sandy Johnston reported that a meeting to discuss the Village Fete had been held last night. No major event would take place outside the arena. Profits would be shared between the Village Hall, to help with resurfacing, and the charity Headway. Councillor Chapman advised the committee that a grant of £5,000 could be available to the Village Hall Committee and the Chairman agreed to contact Esme Ward tomorrow.

BB

3672 Football Pavilion: Nothing further to report. Another meeting is needed with the football clubs and the Planning Authority.

BB

22. ROADS, TRAFFIC AND FOOTPATHS

3673 John Dodd had reviewed the drop kerbs in the village and believed that the current provision is probably sufficient.

Broken stiles need to be repaired. Harry Moore and Sandy Johnston to liaise.

HM/SJ

23. FINANCE

3674 Statement of Accounts: A statement had been produced by the accountant and tabled showing draft figures at year end 2002/3. (Attached to these minutes). These were proposed by Nick Robinson and Seconded by John Dodd.

David Hitchens, the accountant, would be asked for notes to accompany his statements. Future monthly reports would include details of budget for the year, how much had been spent and remaining budget. It was suggested that a special meeting could be held to discuss financial matters, but no decision was taken.

LM

3674 Approval of Payments: A PAYE system will be in operation this month. Salaries have not increased, but the PC will incur an employers contribution. As Inland Revenue documents were still awaited, a figure could not be presented to the Council at the meeting.

A payment to HAPTC of £200 had been agreed at the last meeting. It was agreed that the annual subscription of £54 should be paid to the Society of Local Council Clerks.

LM

These payments were proposed by Nick Robinson, and seconded by Tracy Lander-Sims.

24. CORRESPONDENCE

3675 Parish Charter: This had been circulated to all members and would be placed on the agenda for discussion at the June Meeting (deadline for comments, 24th June).

3676 Biodiversity Study: A single document was being circulated for review, but members of the committee were advised that the document could be downloaded very easily from the “Whats New” section at www.basingstoke.gov.uk. Deadline for comments, 9th May.

All

3677 Historic Buildings Survey: A list of historic buildings within the parish had been distributed. BDBC had indicated they hoped the PC would encourage the properties owners to maintain the buildings appropriately. However, it was apparent that several of the buildings listed had disappeared or been converted (having had BDBC approval).

3678 Defra Quality Town and PC Initiative: This had been circulated for information. Defra would be accepting applications from Parish and town councils for “quality” status later in the year.

25. DATE OF NEXT MEETING/AGM

3679 Although Standing Orders state the meeting should be held on the second Monday in May, it was agreed that the meeting would be held on Tuesday 13th May in the Garden Room, from 7.30 p.m.

(Following the meeting, the date was changed to **Tuesday 20th May**, to allow all members to be present.)

LM

3680 The Annual Parish Meeting will be held in the Village Hall on Friday 2nd May, from 7.30 p.m.

LM

The Chairman closed the meeting at 9.15 p.m.