

MINUTES

DROXFORD PARISH COUNCIL MEETING

6.00pm Thursday 17th November 2022

Droxford Village Hall

PRESENT: Councillors: Mark Dennington, Janet Melson (Chair), Di Shepherd, Lewis Smith

IN ATTENDANCE: District Councillor Malcolm Wallace
Ailsa Duckworth – Parish Clerk/RFO

PUBLIC: None

22.120 Apologies for absence

Cllrs Chris Horn and Colin Matthissen; County Cllr Hugh Lumby; District Cllrs Frank Pearson and Vicki Weston

22.121 Declarations of Interest

Cllrs Melson and Shepherd declared an interest relating to the planning application for tree felling (SDNP/22/05101/TCA)

22.122 Minutes of the meeting held 19th October 2022

Minutes of the meeting held on 19th October 2022 were approved as a true and accurate record.

22.123 Chair's Announcements

(1) Review of matters arising and actions from the Minutes of the 26th September 2022.

Outstanding actions were as follows:

- a) **Clerk** to submit Cllr Horn's response to the revised Upland Park application - **COMPLETED**
- b) **Clerk** to circulate slides from the Planning Training - **COMPLETED**
- c) **Clerk** to review banking rates; set up a Budget Planning meeting and change 6 months reserve to £12k - **ONGOING**
- d) **Clerk** to contact **County Cllr Lumby** to discuss the deeds and confirm with **Rosemary Hoile** if any copies were made - **ONGOING**
- e) **Clerk** to follow up with the **Cricket Club** on the unpaid invoice and unsigned contract - **ONGOING**
- f) **Clerk** to ask **EMS/Lengthsmen** to include leaf clearing at the Parish Green as a regular item on their worklists - **COMPLETED**
- g) **Chair** to discuss Climate Café suggestion with **Margaret Wallace** - **ONGOING**
- h) **Cllr Smith** to liaise with **Colin Richardson** on potential costs and locations of SmartWater signs – To be discussed under Item **11**.

22.124 Public Forum

- (i) No members of the public were present.

- (ii) County Cllr Lumby had sent a report which had been circulated prior to the meeting. There were no questions.
- District Cllr Wallace highlighted that CIL funds and grants were available to bid for, in particular from Winchester. It was also reported that Hampshire County Council, along with Kent County Council, as two of the largest upper tier councils in the country, have written to the Prime Minister requesting urgent action to address the financial crisis they will be facing over the next few years.

ACTION – Clerk to set up a meeting with the CIL Office and the PC

District Cllr Wallace left the meeting.

22.125 Planning

1. New Applications and Planning Report – Appendix A

NOTED: Decisions determined by SDNPA, including Appeals, Enforcement cases and Pre-applications were noted.

2. **NOTED:** SDNPA Parish Workshop – Slides from this had been circulated.

22.126 Finance and Governance

1. Payment of accounts

a) **APPROVED:** To authorise payment of accounts listed in Appendix B.

b) **NOTED:** To ratify payments between meetings made under the Scheme of Delegation (up to £500) or approved by councillors by email (over £500). Payments included the following to Hilliers to finalise the Parish Green ahead of Remembrance Sunday:

£138.60 – Hilliers

£537.78 – Hilliers

£43.20 – Hilliers

£234 – Hilliers

£122.18 – Hilliers

£82.80 – Hilliers

£25 – Poppy wreath

£84.05 – HMRC

c) **APPROVED:** To review and approve the Bank Reconciliation for October.

ACTION – Clerk to explore better banking rates.

2. Finance

a) **NOTED: Budget 23-24 – Cllr Matthissen** will review the budget with the **Clerk** and circulate a draft budget prior to the next meeting. **Cllr Dennington** will provide costs for maintenance and renovation, including filing storage within the Pavilion.

b) **NOTED: Community Infrastructure Levy (CIL) –** This item was discussed with District Cllr Wallace and the action noted in Item 22.124 (ii).

3. Governance

a) **NOTED: Councillor Heller Resignation –** The Chair confirmed that Cllr Heller had resigned from her post, and will write to express thanks on behalf of the PC and

residents for Cllr Heller's input, support and commitment during her time on the Council. The **Clerk** is to follow procedure for notifying the Returning Officer of the resignation and for appointing a replacement.

ACTION – **Clerk** to follow up with WCC and **Chair** to formally write to Cllr Heller.

- b) **NOTED: Driver Belcher/Deeds** – The Clerk confirmed that copies of some of the deeds had been located by the previous Clerk, and that a meeting had been requested with County Cllr Lumby to progress obtaining replacements.

ACTION – **Chair** to request that all archived documents remaining with the previous Clerk be handed over for safe storage.

- c) **NOTED: Dates for meetings 2023** – It was agreed that monthly meetings would take place on the third Thursday of each month at 6pm, with the exception of August, when there is no meeting.

ACTION – **Clerk** to circulate dates for the meetings and confirm hall booking.

- d) **NOTED: White Horse Inn – Asset of Community Value** – A letter confirming that the White Horse Inn had been re-registered as an Asset of Community Value was circulated.

ACTION – **Clerk** to note when registration is due to expire (July 2027) to ensure renewal takes place.

4. Pavilion

- a) **NOTED:** There were no new bookings for the Pavilion.

ACTION – **Chair** and **Cllr Dennington** to oversee signing of the contract with the Cricket Club.

22.127 Allotments, Recreation Ground and Cemetery

1. **APPROVED: Allotments** – Quotes had been sought regarding the tree on the boundary. Cllr Shepherd will instruct APH Tree Care, the preferred quote, to go ahead with the works.
2. **APPROVED: Recreation Ground** – A paper had been circulated by Cllr Shepherd with a cost projection for the replacement, repair and ongoing maintenance for play equipment items at the Recreation Ground. The zipwire has previously been dismantled and RhinoPlay instructed to replace the flooring of the Quad Unit (Climbing Frame). A further Winchester based company are also providing quotes for comparison. It was agreed that a local company who could oversee maintenance and repair of a number of the items was preferable to a number of companies. Funding has been received to the value of £975 to date, with other grant applications currently in progress.
3. **NOTED: Cemetery** – A working party had been scheduled for 19th November to replace yews and plants on the bank. The Council agreed that the cemetery had been

significantly enhanced and was considered a huge improvement on its previous state.

4. **NOTED: Parish Green** – Installation of the plinth and the armillary sphere have been completed and the final planting plan has been finished, in time for the Remembrance Sunday service where the WWII memorial was re-dedicated by Rev'd Canon Anthony Hulbert. It was unanimously agreed that the renamed Queen Elizabeth II Garden of Reflection was a great accomplishment and the Chair expressed her thanks to Cllr Dennington for leading the project successfully to its completion. The Chair had written an article for The Bridge to be published in the next edition.

ACTION – Clerk to add the write up and photos to the website.

22.128 Lengthsmen

NOTED: The Lengthsmen are due to visit Droxford on the 21st December and Landowners will be contacted for their input as agreed at the meeting.

22.129 Footpaths & ROW

NOTED: Notes from the meeting were circulated. It was agreed that the Clerk would be the first point of contact for Landowners for liaison with the Parish Council.

22.130 Roads & Highways

NOTED: Cllr Smith reported that a meeting had been held with Colin Richardson, Chair of Droxford Neighbourhood Watch, regarding plans for making Droxford a SmartWater village. This would include the positioning of signs on approach to Droxford. Cllr Smith had examples of the signs, which would only be allowed at A4 size, as confirmed by Highways. The Council were not in favour of the design of the signs, but approved the £300 consultancy fee for Highways to come and discuss potential locations for both signage and white gates defining entrance points to Droxford.

ACTION – Cllr Smith to progress this with Highways.

22.131 Correspondence and other matters requiring the Council's attention.

- a) Use of the Village Green – It was agreed that consent should be sought for items to be placed temporarily on the Village Green, including the wooden stocks made for the Scarecrow Festival. Those requiring banners and signage to be erected must request prior approval, and it should be the same process for other items. The Chair has requested that the stocks be rehomed.

22.132 Information Exchange and items for the next meeting.

- (i) Correspondence received from John Symes regarding bidding for CIL funds.

22.133 Date of the next Meeting

6.00pm Thursday 8th December 2022, Droxford Village Hall.