



DROXFORD PARISH COUNCIL

MINUTES

FULL COUNCIL MEETING

6.00pm Thursday 19th September 2024

Droxford Village Hall

PRESENT: Councillors: Paul Cooper, Louise Hudson, Colin Matthissen (Chair), Peter Richardson and Lewis Smith

IN ATTENDANCE: Ailsa Duckworth – Parish Clerk/RFO

PUBLIC: None

24.137 Apologies for absence: Apologies were received from Cllrs Matt Avison and Janet Melson.

24.138 Declarations of Interest: Cllrs Hudson and Smith declared an interest in separate items on the Planning Report. As both items were for information only, it was agreed that no dispensation was required.

24.139 Requests for Dispensation: None received.

24.140 Minutes of the Full Council meeting held on 18th July 2024.
The minutes of the meeting were approved and signed by the Chair.

24.141 Public Session: No members of the public were present.

24.142 Response to Public Participation: None required.

24.143 Reports from County and District Councillors: Written reports had been received and circulated prior to the meeting. District Cllr Danny Lee sent apologies. District Cllr Suzanne White reported that a second transport forum, previously attended by Cllr Smith on behalf of DPC, would be convened in November.

24.144 To review Actions List: The following actions were discussed and prioritised:

- a. Agreeing a date for a Landowners meeting.
- b. Agreeing a date for a Strategic meeting.
- c. Undertaking a Legionella risk assessment at the Pavilion.

- 24.145 Clerk's Report including updates on previous decisions:** It was reported that all allotment payments were up to date, but that charges need to be reviewed. All other updates were included under the agenda.
- 24.146 Finance Reports:** Received and Noted.
- a. **NOTED:** Financial Status and bank balance.
 - b. **APPROVED:** Payments as per approval list, including those made prior to the meeting.
 - c. **NOTED:** Cllr Matthissen reported that the expected payments for the White Gates and the play equipment would result in the reserves being less than the £85k limit covered by the Financial Services Compensation Scheme. The Clerk reported that the annual confirmation of eligibility for this scheme had been returned to Unity Trust Bank. It was agreed to discuss with the Internal Auditor.
 - d. **NOTED:** Further questions had been asked by the External Auditor on the AGAR submission. Information on these had not previously been submitted because, in accordance with the guidelines, the percentage variance was within the acceptable limit. It was agreed that the Clerk should provide this as soon as possible.
 - e. **APPROVED:** An insurance renewal quote had been received and circulated. Changes to the policy were required to cover the new zipwire; the village white gates and the signage. The low wall in the Square no longer required insuring, as it had been removed as part of the Garden of Reflection works, and contact details for the Clerk were to be updated. It was agreed that the Clerk would instruct the broker to renew the policy.
- 24.147 Planning Report:** Received and Noted.
- a. **NOTED:** It was noted that the application for 112 solar panels (SDNP/24/02785/FUL) had been withdrawn. No planning applications required comments or objections.
 - b. **NOTED:** The current open and closed enforcement cases were noted.
 - c. **NOTED:** There was no update on the Planning Priority Statement. This item is to be deferred until the October meeting.
 - d. **NOTED:** The closing date for the SDNP Local Plan Review was 16th September.
- 24.148 Green Spaces Report:** Verbal report Noted. The Clerk had requested a quote from two grounds maintenance contractors: Shawyers (used by Swanmore PC) and Envirocare Ltd., with a view to consolidating the ongoing maintenance all of open spaces and achieve best value for money.
- a. **Pavilion:** Lockable storage had been installed in the Pavilion. Quotes for external improvements to the Pavilion had been reviewed and it was agreed that a sub-group of councillors would review the quotes and make a recommendation at the October meeting.
 - b. **Recreation Ground:** EMS South Ltd. had scheduled in the annual hedge cut along one boundary of the recreation ground. The 9v9 goals had been purchased and were due to be installed (one is fixed in place, and one is removable to allow for cricket matches to take place). Waltham Wolves had agreed to pay £80 per morning session for use of the pitch (cut and line marked) and pavilion, and £15 per training session.
- Play Equipment:** The quote with Playdale Playgrounds had been finalised and the order placed. It was agreed to pay the 50% fee as required (£19,821 inc. VAT), with the second payment to be made following installation, satisfactory sign off and inspection of the equipment.
- d. **Cemetery:** The Clerk had been made aware that a van had been taking water from the cemetery for commercial purposes. It was agreed to purchase a lockable standpipe and a push tap to prevent this happening in future. The water invoicing for the cemetery

remained unresolved. The garden waste bin still had not been delivered by WCC, although paid for in March. Replacement or removal of the yew trees was to be confirmed, and ongoing maintenance was required, rather than just grass cutting in this location.

24.149 Footpaths and RoW: Verbal report Noted.

- a. It was noted that an application for Extinguishment of Highways Rights at Land at the Mill House, Mill Lane, Droxford was to take place on 24th September 2024 at the Magistrates Court, Portsmouth.

24.150 Highways Report: Verbal report Noted.

- a. The Clerk reported that Shawyers and LandscapED had been approached to provide quotes for the Union Lane car park fencing. Cllr Richardson informed the Council that the overgrown hedges belonging to Sovereign Housing at the end of Chestnut Rise, limiting space and visibility on Union Lane, had been cut back where possible by his own contractors, at his expense.
- b. Cllr Smith reported that the SLR required an adaptor in order to function, but once that had been obtained, the SLR would be in use again.
- c. Cllr Smith provided an update on the White Gates. HCC Highways had replaced the sign that had been taken away and were due to move the gates to the originally agreed site on Swanmore Road. Despite a sign being removed by HCC at the Meringtons location, this had not been replaced, and it was agreed that DPC would pay £155 for a replacement. Cllr Smith confirmed that the gates on North End Lane had not been damaged.
- d. Cllr Smith noted that Roly's Run would be taking place on 6th October and marshalls would be in the Village to direct runners across the A32 and up to the School Field.

24.151 Sustainable Droxford: Verbal report Noted.

- a. **APPROVED:** Participation in the local Greening Campaign cohort was agreed, including the £50 fee. The Clerk would inform the lead and complete the relevant paperwork. Cllr Hudson reported that an Expression of Interest had been submitted to become part of an Energy Learning Network led by the Centre for Sustainable Energy (CSE), an independent national charity supporting organisations across the UK to tackle the climate emergency and end the suffering caused by cold homes.
- b. **APPROVED:** A date for an Autumn Litterpick would be set by the Clerk, agreed with Wilfrid's and advertised.

24.152 Installation of EVCPs in The Square: A further update on this would be made available at the October meeting.

24.153 Correspondence received:

- a. **NOTED:** Wel Medical had informed the PC that the warranty had expired on the iPad SP1 defibrillator, for which a replacement battery had just been purchased. The Clerk is to make enquiries regarding battery type and compatibility with a replacement defibrillator.
- b. **NOTED:** It was noted that the Community First Responders for Meon Valley would be providing Defibrillator Training in Droxford Village Hall on 8th October 7.30pm – 9.30pm.
- c. **APPROVED:** Grant requests had been received by Winchester Citizen's Advice and Home Start Hampshire and were considered. It was agreed to provide funding to these organisations in line with what was agreed in the 23/24 budget.
- d. **REFUSED:** Mrs Debbie Foster had received funding from Wilfrid's for a community herb garden and had requested that a planter be placed on the Parish Green. It was agreed that this

was a good idea, however, not in this location. The Clerk is to contact Mrs Foster and suggest that a location near the allotments and recreation ground would be more suitable.

24.154 Meetings and Events: None.

24.155 Agenda Items for next Full Council meeting: Proposals for the pavilion; the 20 is Plenty campaign.

24.156 Date of the next meeting: 6.00pm Thursday 17th October, Droxford Village Hall.

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