



DROXFORD PARISH COUNCIL

MINUTES

FULL COUNCIL MEETING

6.00pm Thursday 20th June 2024

Droxford Pavilion

PRESENT: Councillors: Matt Avison, Paul Cooper, Louise Hudson, Janet Melson (Chair), Peter Richardson and Lewis Smith

IN ATTENDANCE: Ailsa Duckworth – Parish Clerk/RFO

PUBLIC: None

24.98 **Apologies for absence:** Apologies were received from Colin Matthissen.

24.99 **Declarations of Interest:** None received.

24.100 **Requests for Dispensation:** None received.

24.101 **Minutes of the Full Council meeting held on 9th May 2024.**

The minutes of the meeting required an addition under Correspondence, namely that the Parish Council had received an email from Mr Wilkinson regarding access to the village via the Mill path. Clerk to action and recirculate for approval.

24.102 **Public Session:** No members of the public were present.

24.103 **Response to Public Participation:** None required.

24.104 **Reports from County and District Councillors:** Written reports had been received and circulated from both the District Cllrs and County Cllr. District Cllr Lee sent his apologies. It was noted that the decision making around HCC services had been delayed until Autumn. An update on consultations and the available grants had been included in the reports. District Cllr White reported that food waste trucks would be in service by April 2026.

Regarding the increase in growth of the Japanese Knotweed on Park Lane, County Cllr Wallace requested that the Headteacher of the Junior School, email him to raise the School's concern so that he can take it forward with HCC. Cllr Richardson confirmed that he would contact County Cllr Wallace regarding a survey on the bridge on Footpath 14, where the tree had fallen and may have caused damage.

- 24.105 To review Actions List:** The following actions were discussed and prioritised:
- a. Cllr Cooper suggested that a long-term agreement for the permissive path would be a good idea and offered to investigate this.
 - b. The Clerk is to contact the Accountant for the Horns to resolve the payment issues for the permissive path and suggest a formal agreement should be in place.
 - c. The metal edging for the Garden of Reflection that was held by Matt Freemantle is to be written off, as his company has been declared bankrupt.
 - d. Safety signage is to be purchased for the MUGA.
 - e. A multi-pay card for the Unity Trust Bank account is to be requested, in order that there is a clearer audit trail for purchases made by the Clerk and/or Cllrs.
 - f. Cllr Matthissen is to recommend a savings account to gain interest on funds held.
 - g. Cllr Avison is to include the comments received regarding the Parish Priority Statement and will align it with the previous Parish Plan.

24.106 Clerk's Report including updates on previous decisions: There were no updates in addition to those that were included on the agenda.

24.107 Finance Reports: Received and Noted

- a. **NOTED:** Financial Status and bank balance.
- b. **APPROVED:** Payments as per approval list.
- c. **NOTED:** There were no Conflicts of Interest with BDO, the external auditor who would be reviewing the 23/24 Annual Governance and Accountability Return (AGAR).
- d. **APPROVED:** The Annual Governance Statement 23/24 was approved and signed by the Chair.
- e. **APPROVED:** The Accounting Statement 23/24 was approved and signed by the Chair.

24.108 Planning Report: Received and Noted

- a. **NOTED:** Cllr Avison provided feedback from the SDNPA Planning Committee meeting where the Uplands site was approved. It was agreed that the Parish Council, having understood the risks to the site and surrounding area posed by the application, had made consultee representations at all opportunities and engaged with the relevant stakeholders to express their objections where appropriate.

Regarding application SDNP/24/02323/FUL which has received one neighbour objection to date, it was agreed that concerns around the disproportionate height of the maintenance/machinery shed should be raised with SDNPA Planning. Whilst a speculative comment on whether a change of use would be applied for in future is not a current material planning objection, it was agreed to make a representation to the Case Officer so that the PC's comments were recorded and published. The Clerk is to liaise with Cllr Avison on previous similar cases.

- b. **NOTED:** The current open and closed enforcement cases were noted.
- c. **NOTED:** The Parish Priority Statement, having received resident input, will be taken forward by Cllr Avison.

24.109 Green Spaces Report: Verbal report Noted.

- a. **Pavilion:** Further quotes for storage are to be sought. Cllrs Avison and Cooper were to share details of recommended companies with the Chair. It was agreed to purchase 12 stackable outdoor chairs that could be used inside and outside of the Pavilion by hirers, similar to the

example provided by the Clerk. It was agreed that a Legionella risk assessment should be carried out in line with the Health and Safety Executive (HSE) guidance.

- b. Goals:** It was reported that Joe Duckworth and Milo Brown had raised the £200 target set by the Parish Council for new goals by selling sweets at the Country Fair. To date £1050 has been raised and as agreed the PC would fund the remainder of the cost. The Clerk would source a quote for the exact goals required and the Bishops Waltham Men's Shed has been asked if they are able to install them, once delivered. The Chair congratulated the boys on completing what they set out to do and achieving their target.
- c. Play Equipment:** The preferred option for the Play Equipment was presented by Cllrs Hudson and Richardson. It was agreed to proceed with Playdale Playgrounds, and request a second meeting to discuss the proposal, make some changes and agree a final quotation. The Clerk is to contact the Area Sales Manager and set up a second meeting.
- d. Cemetery:** The Council authorised the Clerk's attendance at the Institute of Cemetery and Crematorium Management (ICCM) course that was being organised by Hedge End Town Council, which was a more economical option than attending the course individually.
- e. Fly posters:** The Clerk reported that there had been three complaints regarding the number of adverts and posters that appeared around the village on street furniture and telegraph poles, in addition to those that were placed on the community notice boards. It is illegal to put such posters on street furniture and telegraph poles and was considered to detract from the village's rural charm. It was agreed that the Chair would include a statement on this in the next edition of The Bridge magazine, and posters displayed on anything other than appropriate community notice boards would be removed.
- f. Signage:** The quote from C&C Signage was approved and the Chair will authorise them to proceed.
- g. Grounds Maintenance:** EMS South Ltd. have resumed fortnightly grass cuttings.

24.110 Footpaths and RoW: The fallen tree on the bridge at Footpath 14 is scheduled to be removed over three days from 27th June, where the path will be inaccessible. Residents will be asked to choose an alternative route during this time. It was noted that Footpath 7a has been cut back.

It was suggested that a meeting should be set up in Autumn, to liaise with landowners on how the PC can work with them in maintaining footpaths and RoW where appropriate.

Following correspondence from Public Rights of Way, it is understood that the Parish will receive less support for Seasonal Vegetation Management on Public RoW due to the increase in associated costs. The Parish Council is to consider ways it can encourage a group of volunteers who could help with these tasks when required.

Cllr Richardson and Cllr Melson reported that a meeting had been held with Mr Wilkinson regarding Mill Lane and the current situation and requirements of U189, and the wider access of the pathway between the Mill and the second bridge. Cllrs Richardson and Hudson will attend a meeting with the landowner and Mr McEwen to brief County Cllrs Stallard and Wallace on the current situation. Cllr Richardson will feed back at the next meeting.

24.111 Highways Report: Cllr Smith reported that the installation area for the White Gates on Hacketts Lane is overgrown and will need clearing prior to the work commencing. The quote for the SLR battery was approved and the Clerk will purchase this. An agreement for an additional location for the SLR with WCC requires a £250 fee. Cllr Smith will review the previous s72 agreement and take forward.

The setting up of a community Speedwatch group, in collaboration with the Police, is to be considered. The Clerk is to look into the process for this.

The quote for the replacement fencing and bay marking at the Union Lane car park was approved and the Clerk will authorise the contractor, Pimp My Paddock, to proceed with the works.

24.112 Sustainable Droxford:

An update was received from Mr Withers regarding the Palyce Meadow renaturing project.

24.113 Correspondence received: An email had been received from Mr Scriven regarding replicating the names on the WWI plaque in the Church onto the plinth in the Garden of Reflection on the opposite face to the WWII memorial. The donor who had offered to undertake this will continue progressing with names to be placed in alphabetical order, and the PC will approve the final design. Cllr Richardson will respond to Mr Scriven.

24.114 Meetings and Events: WeCAN had invited Sustainable Droxford and the Parish Cllrs to an event on 11th July in Winchester. The Clerk is to share the details.

24.115 Agenda Items for next Full Council meeting: Cllr Avison requested that the sale of the two village pubs be added to the agenda for July.

24.116 Date of the next meeting: 6.00pm 18th July, Droxford Village Hall