

Curdridge Parish Council

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**MINUTES OF THE ANNUAL GENERAL MEETING OF CURDRIDGE
PARISH COUNCIL
HELD AT 7.00 PM ON THURSDAY 17 MAY 2018
IN THE BILLIARD ROOM AT CURDRIDGE READING ROOM CURDRIDGE**

Present:

Cllr Kevan Bundell (Chairman)
Cllr Eric Bodger (Vice Chairman)
Cllr Debbie Caister
Cllr Rory Kemp
Cllr Lynne Newton
Cllr Sian Townsend
Cllr Steve Wallin (arrived at item ?)

In attendance:

Jenny Whittle (Parish Council Manager - PCM)
Cllr Vivian Achwal (District Councillor)
Cllr Roger Bentote (District Councillor)
Cllr Roger Huxstep (District/County Councillor)

18.54 To note attendance and apologies for Absence

Cllr Wallin would be late.

18.55 Declarations of Interest

There were no declarations of interest.

18.56 To elect a Chair of Curdridge Parish Council for 2018-2019

Cllr Bodger nominated Cllr Bundell; this nomination was not seconded.

Cllr Bundell advised that he wished to remain in the Chair for one more year to tie up the North Whiteley Development street lighting item. Members felt Cllr Bundell could still deal with this item adequately if he was nominated as Chair of the Planning Committee. Cllr Bundell felt he needed to be Chair of Full Council to add weight to his arguments at Whiteley Meetings.

Cllr Newton nominated Cllr Bodger and Cllr Kemp seconded. Cllr Bodger felt unable to accept the nomination. Cllr Newton implored Cllr Bodger to accept this nomination, as Members felt they would like to see him serve a term in the Chair. Cllr Bodger once again declined.

There were no other nominations put forward and therefore Cllr Bundell remained in the Chair in accordance with legislation.

18.57 To receive the chair's Declaration of Acceptance of Office

The Chair's Declaration of Acceptance was signed and received.

18.58 Chair's Statement

The Chair advised that his statement was as above that he wished to remain in the Chair at this time to deal with the North Whiteley Development street lighting and other external issues.

18.59 To elect a Vice Chair of Curdridge Parish Council for 2018-2019

Cllr Townsend nominated Cllr Bodger, Cllr Kemp seconded and Cllr Bodger was elected as Vice Chair.

18.60 To receive the Vice Chair's Declaration of Acceptance of Office

The Vice Chair's Declaration of Acceptance was signed and received.

18.61 Parish Council Election 2018 – to receive all Parish Councillors' Declarations of Acceptance of Office

Members' Declarations of Acceptance had been signed and received prior to the start of the meeting.

18.62 Public Session

There were no matters arising.

18.63 To appoint members of Planning, Highways and Licensing Committee and to elect Chair and Vice Chair for 2018-2019

Resolved that all CPC Members would remain on the Planning, Highways & Licensing Committee and that Cllr Bundell would remain Chair and Cllr Bodger would remain Vice Chair. ACTION: PCM.

18.64 To receive and agree the Annual Schedule of Meeting Dates of Curdridge Parish Council for 2019 and discuss alternative arrangements to allow the Annual Parish Meetings to be held in isolation of other meetings.

Resolved to approve the draft Annual Schedule of Meeting Dates for 2019, subject to the PCM scheduling the Annual Parish Meeting on any day during the week commencing 7 April (to be separate to both the Planning and Full Council Meetings). ACTION: PCM.

18.65 To consider revising Council meeting dates to 16 August 2018 for Full Council Meeting and 13 September 2018 joint Planning/Full Council Meeting to accord with PCM's annual leave from 23 August to 6 September 2018

Resolved to approve the revised meeting dates of 16 August and 13 September 2018 for Full Council Meetings. ACTION: PCM.

18.66 To appoint representatives to parish offices

18.66.1 Allotment Recreation – Cllr Bundell & Cllr Townsend.

18.66.2 Curdridge Parish Council Cemetery – Cllr Bundell & Cllr Newton.

18.66.3 Footpaths/Rights of Way Officer – Cllr Newton & Cllr Wallin.

18.66.4 Minibus – Cllr Kemp & Cllr Newton.

18.66.5 Pond Warden – Cllr Kemp & Cllr Newton.

18.66.6 Risk Assessment – Cllr Bodger, Cllr Caister, Cllr Townsend & Cllr Wallin.

18.66.7 Transport Representative – Cllr Newton (or Anne West in her absence).

18.66.8 Tree Wardens – Cllr Kemp & Cllr Newton.

18.66.9 To appoint representatives to any other parish offices arising – no matters arising.

18.67 To appoint representatives to outside bodies

18.67.1 Affordable Housing – Cllr Bundell & Cllr Kemp.

18.67.2 Hampshire Association of Local Councils - Cllr Bodger & Cllr Bundell.

18.67.3 Botley to Bishops Waltham Trail – Cllr Newton.

18.67.4 Botley and Curdridge Welfare – Joanne Furby would continue her role and report back to Council when required.

18.67.5 County Treasures – Members agreed to dissolve this representation.

18.67.6 Parish Partnership – Cllr Bodger & Cllr Bundell.

18.67.7 Police/PACT – Cllr Kemp (with Cllr Newton attending in his absence).

18.67.8 Reading Room Committee – Cllr Bodger & Cllr Bundell.

18.67.9 River Hamble - Hamble River Estuary Partnership – Cllr Kemp (or Jon Mitchell in his absence).

18.67.10 River Hamble – River Hamble Valley Forum – Cllr Kemp & Cllr Newton.

18.67.11 School Liason – Cllr Townsend.

18.67.12 North Whiteley Forum – Cllr Bundell.

18.67.13 To appoint representatives to any other outside bodies arising – no matters arising.

18.68 To review and adopt NALC's updated Standing Orders 2018 (previously circulated)

Members discussed the Standing Orders; some Members had not had time to read the Standing Orders.

Resolved to adopt the Standing Orders, as drafted, subject to an addition that the 3 minutes rule for public speaking was at the discretion of the Chair. Members who had not read the Standing Orders would do so and raise any queries (if applicable) at a future meeting. ACTION: PCM.

18.69 To review Finance Regulations adopted November 2016 (previously circulated)

Resolved to approve the Finance Regulations as previously adopted. ACTION: PCM.

18.70 To review Curdridge Parish Council's Terms of Reference for the Planning, Highways and Licensing Committee (previously circulated)

Members queried whether the Planning, Highways and Licensing Committee Minutes should be approved by Council. The PCM advised it was usual for Committees to have delegated powers to approve their own Committee Minutes, with Committee Minutes merely being "received" by Full Council. However, when she had arrived Planning Minutes were not being received by Council. She took advice from Hampshire ALC at the time and had been advised that as long as the Terms of Reference delegated powers to approve the Minutes it was acceptable, although she would still prefer Council to "receive" Minutes.

Resolved to approve the Terms of Reference as drafted, with the Planning Minutes continuing to be formally approved by the Planning Committee and merely "received" by Full Council. ACTION: PCM.

18.71 To approve Assets Register for Curdridge Parish Council (previously circulated)

Resolved to approve the Assets Register as drafted.

18.72 To approve Minutes of Full Council Meeting of 19 April 2018

Resolved to approve the Minutes of 19 April, as drafted, for signing. ACTION: CHAIR.

18.73 To receive reports from the County Councillor and District Councillor

Councillor Huxstep reported:

HCC Council News:

With the local elections the county council has been in purdah so there have been no major policy decisions to report. Operation of the council has been continuing; for example, the 'dragon masters' have been intensifying their efforts to catch up with pothole repairs given the extra £10 million pounds worth of damage caused recently by the 'beast from the east'. Later this year there will be a survey carried out in conjunction with 'Project Integra' to see how best to reduce the amount of rubbish that is thrown away in the county.

At the recent annual meeting of the Conservative group on the council, Cllr Roy Perry was re-elected as leader of the county council. At tomorrow's HCC AGM, Cllr Elaine Still will be elected chairman of the council and Cllr Charles Choudhary, her deputy.

Are You a Parent or Carer for a Child with Disabilities?

Hampshire County Council is proposing to change its short break activity programme and is

seeking the views of users. The closing date is **3rd June** for the consultation to be found on the HCC website.

Winchester City Council:

The district council elections for Winchester City Council took place on Thursday, 3rd May and there was no change in the representation for the Whiteley & Shedfield ward. The Conservative group have a majority of one and therefore formed the administration last evening at Mayor Making. Cllr Frank Pearson was installed for the second time as Mayor of Winchester. It is only the second time in the 819 years of the mayoralty that it has happened. Cllr Eleanor Bell was elected as Deputy Mayor.

Councillor Bentote reported:

I am very pleased to have been re-elected to Winchester City Council and be able, with Vivian, to work for Curdridge residents.

Over recent months we have become more frustrated with how little gets done by HCC and WCC to look after the needs of Curdridge people and our effort, and the effort of the Parish Council, are needed to improve matters.

Kevan's response, on behalf of the parish council, addressed to me but very much asking questions of HCC shows that we are working together and we must build on this to actually get things done. Residents are very concerned about the lack of pavements, speed controls and heavy vehicles on narrow roads, so anything we try to do will be strongly supported.

We look forward to a year of action! Our first action must be to continue our work with the dissatisfied people who are served by the BT cabinet 5.

18.74 Planning Applications received from Winchester City Council for decision/response

18.74.1 Curdridge Reading Rooms Reading Room Lane Curdridge SO32 2HE – Large Oak T1 on edge of recreation ground near to car park. We wish to apply to reduce the tree by about 5 metres in accordance with the specialist report received from Professional Tree Services dated 26th March 2018. Case Officer: Ivan Gurdler. Case No: 18/00990/TPO. Members discussed this application.

Resolved DO NOT OBJECT and support this application. ACTION: PCM.

18.74.2 1 Summerlands Cottage Botley Road Curdridge Southampton Hampshire SO32 2DS – Additional floor space to the rear of the building via a small two storey infill extension together with a single storey extension in to the rear garden. Case Officer: Marge Ballinger. Case No: 18/00856/HOU.

This application was deferred to the next Planning Meeting, as WCC still have not confirmed Tree Report received. ACTION: PCM.

18.75 Finance

18.75.1 To approve the Finance Report dated 17 May 2018, cheque signing & payments.

Resolved to approve the Finance Report, cheque signing & payments. ACTION: PCM.

18.75.2 Grant Application – Citizens Advice Bureau applying for £300.

Resolved to make a grant donation of £275.00. ACTION: PCM.

18.76 Allotments/Allotment Recreation

18.76.1 To consider revising the Allotments' charity name (with the Charity Commission) from "Poor's Allotment" to "Curdridge Allotments" to accord with the registered name at HM Land Registry.

Resolved to revise the Allotments' charity name with the Charity Commission to "Curdridge Allotments" to accord with the registered title name with HM Land Registry. ACTION: PCM.

18.76.2 To consider signage for the Allotment Recreation Car Park to the effect that parking in front of fence is reserved for Allotment Tenants & Recreation Users
Members discussed this matter and agreed there was a problem.

Resolved that:

- i) Several "PARKING RESERVED FOR ALLOTMENT TENANTS & RECREATION GROUND USERS" signs would be placed on the Allotment Recreation Car Park fence near the bins allocating parking spaces along the fence for this purpose only;**
- ii) "NO PARKING – ACCESS REQUIRED AT ALL TIMES (vehicles may be towed) signs would be placed on both Allotments Recreation access gates;**
- iii) "NO PARKING" signs would be placed on the Allotment Recreation Car Park fence nearest the road access to stop vehicle blocking the access for larger vehicles.**
- iv) Cllrs Bundell & Townsend would meet on site to decide upon the number of car park spaces that could be allocated and the number of each of the various signs above required and would advise the PCM accordingly, so that the signs can be ordered. ACTION: CLLR BUNDELL/CLLR TOWNSEND & PCM.**

18.77 Cemetery – to approve the addition of Clause 18 into the Cemetery Regulations in accordance with Council's previous discussions

Resolved to approve the addition of Clause 18 into the Cemetery Regulations. ACTION: PCM.

18.78 Correspondence

18.78.1 Hampshire ALC – General Data Protection Regulations legislation training slide show and GDPR Guidance Update. **Noted.**

18.78.2 Botley Stonecraft – advising of kind donation of £20 from Searle family towards Cemetery improvements. **Noted.**

18.78.3 Hamble Parish Council – raising reservations regarding the River Hamble Valley Forum responding to Planning Applications on behalf of the parishes that form part of the forum and requesting other parishes' comments regarding this.

Noted; Council would also continue to respond to planning applications independently of the River Hamble Valley Forum. ACTION: PCM.

18.78.4 Marianne Small – request for Council to re-consider the option for the revised bus route to revert back along original route (Lockhams Road & Chapel Lane), which was originally identified as the route that would serve the parish best, as she wishes to lobby for this option and wishes to obtain the support of the parish council.

Council feels that the current bus route is extremely dangerous and does not serve the village, therefore it supports the Curdridge bus route reverting back to its original route along Lockhams Road and Chapel Lane. However, if Chapel Lane is proven by the bus company not to be viable, then Council would like the bus company to reconsider Council's alternative revised route along Lockhams Road, Wickham Road and Reading Room Lane to ensure that the bus route is safer and does serve Curdridge village. ACTION: PCM.

18.79 To note Parish Clerk's Update Report (previously circulated to Members) – Noted.

18.80 To receive reports from Parish Councillors

Cricketers Pond (wooden picket fence along Calcot Lane boundary - quotes) – Cllr Newton advised that she is meeting with Kevin Bull (who still assists her as the Pond Warden), to decide upon the best options for the picket fence. She will provide the PCM with requirements

to enable final quotes to be obtained and presented to Council for consideration. **ACTION: CLLR NEWTON.**

Lengthsman Contract (Grass Cutting Cricketers Pond) – Cllr Newton advised that 10 cuts per year (per the previous contract) is too regular for the Cricketers Pond verges and could be reduced by at least two cuts per year. Members requested the PCM to reduce the contract to 8 cuts per year and transfer the budget saved to miscellaneous footpaths/highways works. **ACTION: PCM.**

Lockhams Road/Hole Lane 40 mph Speed Limit Sign – Cllr Townsend advised that HCC still has not replaced this sign; PCM to chase HCC. **ACTION: PCM.**

Southern Parishes Forum – Cllr Bodger reported that the group had suggested parishes joining together to get Speed Limit Reminder contracts, in an endeavour to reduce costs. However, the forum asked for this item to be put on hold to establish whether grant funding was available. Members requested the PCM to proceed to obtain the alternative quote for Curdridge, for Council to consider. **ACTION: PCM.**

Volunteer Litter Picking – Cllr Kemp is a volunteer and believes that litter within the village is reducing once again, due to the regular litter picking.

B3035 – Cllr Kemp had received several complaints relating to speeding traffic and the pavement being encroached upon by under-growth. Members asked the PCM to chase up HCC once again. **ACTION: PCM.**

Parish Quay improvements – Cllr Kemp advised he will soon be in a position to give an update.

Glebe Field access – Cllr Bundell had reported another two instances of fly tipping at this location.

18.81 To move Exempt Business

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following items of business on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

18.82 Planning Enforcement – there were no new matters arising.

18.83 Staffing Matters – staff matters were discussed.

The meeting closed at 9.15 pm.