

Curdridge Parish Council

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**MINUTES OF FULL COUNCIL MEETING OF CURDRIDGE PARISH
COUNCIL HELD AT 7.00 PM ON THURSDAY 15 NOVEMBER 2018
IN THE BILLIARD ROOM AT CURDRIDGE READING ROOM
CURDRIDGE**

Present:

Cllr Eric Bodger (Chairman)
Cllr Steve Wallin (Vice Chairman)
Cllr Kevan Bundell
Cllr Debbie Caister (arrived on item 18.155)
Cllr Rory Kemp
Cllr Lynne Newton (arrived on item 18.152)
Cllr Sian Townsend

In attendance:

Jenny Whittle (Parish Council Manager)
Cllr Roger Bentote (District Councillor)

Public Session

18.150 Apologies for Absence

Cllrs Caister and Newton would be late due to other meetings. Cllrs Achwal and Huxstep (District & County) had also sent apologies.

18.151 To receive Declarations of Interest

There were no declarations of interest.

18.152 To approve Minutes of Full Council Meeting of 18 October 2018

The Minutes were approved, subject to a revision relating to Mark Oaten & HCC having raised the matter of bollards at Reading Room Lane in the past and the Curdridge Lane Bus Stop being changed to a hard standing next to the pub only (rather than a pavement). **ACTION: PCM.**

18.153 To receive Planning Minutes 4 October 2018 – noted.

18.154 To receive reports from the County Councillor, District Councillors and Hampshire Constabulary Representative (if applicable)

Cllr Bentote advised that he was still pursuing the matter of Broadband within the village, although some delays were being encountered where residents in Calcot Lane had agreed to pay for an upgrade.

Cllr Bundell advised that prior to leaving he would like to raise an issue with the District & County Councillors. He has been lobbying regarding the lack of adequate communications with HCC and WCC Officers for some time and this issue has also been picked up by Winchester District Association of Local Councils. However, he felt that the issue also applies to our Councillors. He felt that their communication with the parish council needs improvement, as lack of communication has caused issues for the PC and more work for them investigating enquiries/complaints. He gave the examples of the Renwood Planning Application where residents had spoken to District Councillors several months ago about their concerns but CPC

had not been notified; Cllr Achwal had investigated ownership of the bus stop at St Peter's Close, but did not speak to CPC who own it; Cllr Bentote dealt with the new bin enquiry on Footpath 5 without consulting CPC. Cllr Bundell recognised that it was the role and duty of County and District Councillors to respond to constituent's concerns, but suggested that they should share these with and not act without consultation with the PC.

18.155 To formally receive Cllr Bundell's resignation and to approve the Notice of Casual Vacancy Arising being displayed

Members were saddened that Cllr Bundell had tendered his resignation and asked if there was any chance that he would stay on, at least until the end of the finance year. Cllr Bundell said that he had been on the council for over 12 years now and had lost his drive for the role and therefore felt that it was time to go. Consequently, he wished to resign with effect from the end of this meeting. The PCM and Members thanked him once again for all his very hard work on behalf of the parish. It was agreed that the PCM would circulate the Notice of Casual Vacancy Arising to the notice boards and website when next circulating Agendas. **ACTION: PCM.**

18.156 Planning Applications received from Winchester City Council, Hampshire County Council, Eastleigh Borough Council or River Hamble Harbour Authority for decision/response

18.156.1 Construction of a single storey, 3 form entry primary school, with associated car parking and external works at Whiteley Lane, BURRIDGE SO31 1BR. Case Officer: Judith Smallman. Case Ref: PLAN/JS/WRE062.

Members discussed this application. Cllr Bodger raised the concerns of Whiteley Town Council in relation to the limited parking proposed. Cllr Bundell felt confident that Whiteley Town Council would deal with this matter.

Resolved to make NO COMMENT.

18.157 Parish Quay – to consider the Horse & Jockey's request to Cllr Newton for them to take over ownership/responsibility of the wooden jetty (which is attached to the land/river bank owned by the brewery).

The PCM and Members had spoken to the landlord of the Horse & Jockey who advised that he had no desire to take ownership of the wooden jetty (and he seriously doubted whether the brewery would wish to do so either). He also was not keen for the proposed improvements to the jetty to be undertaken, as their car park could not cope with the current level river users. Members had given this matter further considerations and were concerned that Council neither owned the land that the jetty was attached to, or the estuary in which it was erected. Therefore they felt that it would be best to offer the jetty to the Harbour Master, as not only were they currently carrying out the maintenance of the jetty, but this would also ensure that the jetty would remain within the public domain, as was desired by Council.

Resolved that the PCM would draft a letter to the River Hamble Harbour Board offering the jetty to them at no cost, subject to them retaining and maintaining it for public use. This letter would be circulated to Members for approval, following which it would then be delivered to the Harbour Board. ACTION: PCM.

18.158 Finance

18.158.1 To approve the Finance Report dated 15 November 2018 and cheque signing & payments.

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

18.158.2 Cemetery (repairs/improvements) – to consider quotation from Botley Fencing for repair to roadside sign-post, repair to cemetery gate and new edging fence alongside Yew trees.

Members discussed this matter. Having established that Botley Fencing were by far the most competitive on two recent quotes/contracts, they wished to instruct them to proceed.

Resolved to instruct Botley Fencing to carry out the various repairs/improvements to the Cemetery (sign to be repaired, gate to be repaired and new edging board around Yew trees), as per their quote in the total sum of £775.00. ACTION: PCM.

18.158.3 Allotment Car Park Height Barrier (repairs) – to receive update and consider quotation for repairs.

Members discussed the quotes for the barrier repairs. Several companies approached had said they were unable to repair the height barrier and reconnect bars on site (as required), as there is no power supply on site. Other companies had not responded to quote requests. The PCM had managed to obtain one quote for the repairs and one quote from a local company for the replacement of the barrier (to ensure it was practical to repair the barrier). Members noted that the replacement quote was many times more expensive.

Resolved to instruct A Frost Design Ltd to carry out the repairs to the barrier, as quoted in the sum of £450 plus VAT. ACTION: PCM.

18.158.4 Allotment Car Park (signage) – to consider quotation (as requested).

Having established that BCW Office Product were very competitive (on a recent contract) and that they provided better quality signs than a previous supplier, Members wished to proceed with this signage order.

Resolved to instruct BCW Office Products to prepare the three signs advising parking reserved for Allotment users and one sign advising that cars are parked at owners' risk without any rear channel on them. The PCM will see if a reduction in price can be achieved. ACTION: PCM.

18.158.5 Phone Box, St Peters Close (renovation) – to receive an update and consider quotation received.

Council had applied to several companies for quotes to repair/renovate the phone box, but had only been able to secure quotes from two companies, which varied significantly. Although they felt that these repairs/renovations were quite costly they noted they would be labour intensive and it was generally felt that the phone box was a valuable asset (which residents had demonstrated a desire to keep) and therefore Council should be proceed to renovate it ASAP.

Resolved to instruct Tom Hickmore to repair and renovate the phone box, in accordance with his quote in the sum of £1088 (plus supplies), subject to him trying to acquire supplies as cheaply as possible and providing the PCM with an estimate of the cost of supplies, prior to proceeding. ACTION: PCM.

18.158.6 Lockhams Rd/Chapel Lane Junction (Safety Mirror) – to consider quotations.

Members discussed this and although it was felt that the mirror has become a necessity, due to the danger of this junction, they wish it to be as unobtrusive as possible.

Resolved to purchase the green mirror from Screwfix in the sum of £34.99, as this option included weather resistance (whereas the cheaper one did not). ACTION: PCM.

18.158.7 CPC Minibus – to receive an update and decide upon action required.

Members discussed the current situation relating to the minibus. It had been purchased by Council to support the community, but was only currently being used by the Lunch Club, where only one of the passengers is from the parish. Members felt that the maintenance costs for the minibus far out-weighed the benefit to the parish and therefore in the interests of good practice felt it should be sold.

Anne West the only public volunteer still driving the bus on behalf of Council attended the meeting to advise that she had carried out extensive online research of garages/suppliers selling like for like minibuses (generally with more mileage than CPC's minibus) where these minibuses were being sold for between £11-12,000. The Lions had advised Anne West and Cllr Newton that they would be happy to continue the Lunch Club service on behalf of users, if Council sells its minibus. Unfortunately they would not be in a position to purchase Council's minibus at this time. At the request of Council the PCM had obtained online price quotes from several companies (including some recommended by the Guardian) and these had varied vastly. However, the two companies recommended by the Guardian had quoted between £11,760 and £13,030.

Resolved that the PCM would prepare an advertisement to sell the minibus for offers in the region of £11-12,000 (to be emailed to Members for approval), following which Cllr Bodger will distribute it to local councils at the next Winchester District Association of Local Councils meeting and Cllr Newton will pass it to the Lions. Members wished a local group to benefit from the minibus if possible. ACTION: PCM.

18.158.8 Reading Room Grant Funding £3,887.52 – to receive an update and decide upon action (if applicable).

Members discussed this matter and felt that as the Reading Room Charity has been unable to secure funding from the Lottery Grant Funding and also needs to achieve extensive grant funding to be able to carry out significant capital repairs to enable them to retain the Reading Rooms for the benefit of the community, that Council would make this grant donation.

Members wished to recommend to the Reading Rooms to also apply to HCC for grant funding for the necessary capital repairs to the Reading Rooms and would support them in carrying out this process. Members also felt that Council's current level of annual support to the Reading Room Charity was very low, given that this was one of the main assets used by a high number of parishioners.

Resolved to:

- 1) proceed to make the grant donation in the sum of £3,887.52 under the Local Government (Miscellaneous Provisions) Act 1976 Section 19;**
- 2) recommend to the Reading Room Charity that they make a grant application for capital repairs to the new HCC grant funding scheme just launched to support community projects, which accepts applications for grants from £1,000 to £30,000, with such application duly being supported by Curdridge Parish Council;**
- 3) liaise with the Reading Room Charity to advise that Council is minded to review its annual grant support to the Reading Rooms (in the light of their decision to retain the current Reading Rooms and carry out extensive capital repairs and general maintenance, on the basis that it can demonstrate that it is also regularly seeking funding support from alternative grant sources and that the grant is representative of any necessary maintenance to ensure the current Reading Rooms continue to be retained for use by parishioners (and future generations). ACTION: PCM.**

18.158.9 Grant Application – Victim Support Hants & Isle of Wight for £50.00.

Resolved to make a grant donation of £50.00 under Local Government Act 2000, s2 (amended by the Local Government & Public Involvement in Health Act 2007 S.77.

ACTION: PCM.

18.158.10 To note the completion of External Audit to 31 March 2018 with no matters arising. Members noted this and were extremely pleased that no matters had been raised, thus avoiding additional costs, especially as the new external audit process is said to be more vigorous.

18.158.11 To review Schedule of Curdridge Parish Council Ear-Marked Funds.

Members reviewed the schedule of ear-marked funds.

Resolved to:

- i) ear-mark an additional £1,000 for Allotment Maintenance to support items such as the emergency replacement of the fence and emergency repairs to the height barrier recently required and to repair/replace benches and signage as required;**
- ii) review the Lunch Club grant funding for 2019-2020, upon receiving their grant application and accounts, as this now supports two parishioners and should now be able to self-fund better with more users coming from other parishes;**
- iii) review the ear-marked funds for the minibus and the Parish Quay improvements once the outcome of investigations into the transfer of these items from CPC ownership is known;**
- iv) reduce the minibus budget for next year by the sum representing future replacement costs and for this amount to be transferred to highways, to support highways improvement projects being highly demanded by parishioners.**

18.158.12 To review Curdridge Parish Council Cemetery fees (to include considering an additional sum for grave levelling/tidying by Council's groundsman) and to note revisions to Cemetery Rules and Regulations (if required).

Resolved to review Cemetery fees at December Full Council. ACTION: PCM.

18.158.13 To receive draft Budget 2019-2020 for formal approval at Full Council on 20 December 2018

Members noted the draft Budget 2019-2020 and would look through this to enable them to finalise the draft Budget in December. **ACTION: ALL.**

18.159 To consider all Curdridge Parish Councillors and the Parish Council Manager undergoing DBS Checks (following recent events relating to Bursledon Parish Council's former Chairman in the press)

Members noted that the PCM and most Parish Councillors working with children or the elderly or frail already DBS checks. They were divided as to whether all CPC parish councillors required DBS checks, as Council struggled to get people to volunteer to be parish councillors and this might make the application process too lengthy. Cllr Bundell felt that a safeguarding policy would be sufficient.

Resolved that the PCM would write to Hampshire ALC for their advice. ACTION: PCM.

18.160 Correspondence

18.160.1 Police and Crime Commissioner – email regarding Community Remedy (reducing crime). **Noted.**

18.160.2 HCC – regarding introduction of part night lighting in Hampshire to reduce costs and invite for parishes to use scheme. **Noted; Council requested the PCM to notify HCC that Council supports this scheme, as long as there is not a cost implication. ACTION: PCM.**

18.160.3 HCC – regarding increase in fees for Hampshire PFI Street Lighting Contract. **Noted.**

18.160.4 Eastleigh Borough Council – notification of Local Plan submission. **Noted.**

18.161 To note Parish Council Manager's Update Report (previously circulated to Members) – Noted.

18.162 To receive reports from Parish Councillors

Whiteley Town Council (boundary review meeting) – it was agreed that Cllr Bodger would represent Council on this forum and attend this meeting at Whiteley Town Council on 19 November 2018 at 10.30 am. **ACTION: CLLR BODGER.**

Curdridge Parish Council Cemetery – Cllr Bundell asked Members to bear in mind his suggestion to use some of the land at the Allotment Recreation for burials, if Council ever considers the provision of additional burial plots, rather than use more of the Glebe Field, which is the last remaining traditional hay meadow in the Parish, with orchids and other rare wild flowers. Members noted this suggestion.

Stables Calcot Lane – Cllr Caister advised that she has spoken to the owners about the planning condition to plant a hedge and they are investigating this matter.

Pound – Cllr Caister enquired whether Council could consider a new fence within the budget setting. Members were divided about having a new fence, as this is an historical feature. Consequently, Cllr Newton advised that she would try to move the metal fence at the rear of the Pound to the roadside boundary to make the fence more tidy.

Bin (Station Hill) – Cllr Newton advised that she has received requests for Council to reinstate this bin. Members requested the PCM to write to WCC accordingly. **ACTION: PCM.**

Bin (Gordon Rd/Lockhams Rd) - Cllr Newton advised that she had reinstated this bin. Cllr Kemp advised that he had emptied it, but WCC would need to reinstate this site on their collection rounds. **ACTION: PCM.**

18.163 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

18.163.1 Staffing Matters – **staffing matters were discussed.**

18.163.2 To receive an update on open Enforcement cases and decide upon any action required.

An update was received on a open enforcement case.

The meeting closed at 10 pm.