

Curdridge Parish Council

2 Berkeley Gardens, Hedge End, Southampton, Hampshire, SO30 0QW

Tel: 01489 786557 or mobile 07858 491919

Email Parish Council Manager: clerk@curdridge-pc.org.uk



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

Present:

Cllr Kevan Bundell (Chairman)
Cllr Eric Bodger (Vice Chairman)
Cllr Rory Kemp
Cllr Lynne Newton
Cllr Sian Townsend
Cllr Steve Wallin

In attendance:

Jenny Whittle (Parish Clerk)

Public Session

18.14 Apologies for Absence

Apologies had been received from Cllr Joanne Furby and the County/District Councillors Achwal, Bentote and Huxstep.

18.15 To receive Declarations of Interest

There were no declarations of interest.

18.16 To approve Minutes of Full Council Meeting on 18 January 2018

The Minutes were approved, subject to Cllr Wallin being shown under "Apologies for Absence".

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

Cllr Huxstep had sent a written report on behalf of WCC/HCC, which included the following:
Kerbside glass collection – WCC is considering introducing kerbside glass collection as part of its commitment to helping residents create a more environmentally friendly district.

Great British Spring Clean – this is a volunteer litter picking event countrywide taking place from 2-4 March 2018, being supported by WCC and its street cleaning contractor Id Verde by providing free equipment, safety clothing and litter sack collections. If you know of any groups who wish to take part then please register with Id Verde by emailing

Katie.lynas@idverde.co.uk.

Have your say on Winchester's parks and open spaces – visitors are being asked to consider a variety of aspects, including access to the area, maintenance of the space and the range of facilities available. The survey is available online at

<https://winchester.citizenspace.com/landscape-open-spaces/parks-and-green-spaces-visitor-survey/> and is open for responses until 30th November 2018 after which the data will be reviewed. If you have any stories, photos or information you would like to share please send them to slord@winchester.gov.uk or call 01962 848533.

2018/2019 Revenue Budget & Precept – the Council Tax requirement for the County Council for the year beginning 1st April 2018 is proposed to be £608,175,704.00. This will result in a Band D property's county council tax for the year beginning 1st April 2018 being £1,200.96.

This is an increase of 5.99%. The precepts are set to be agreed at Full council on 22 February 2018.

Botley Bypass – the planned £26m village bypass has won government funding as part of a scheme to build more than 1,000 new homes. The 1.1mile road around Botley has been allocated £10m from the Housing Infrastructure Fund, which Hampshire County Council applied for.

18.18 Planning Applications received from Winchester City Council, Hampshire County Council or the River Hamble Harbour Authority for decision/response

18.18.1 The White House Vicarage Lane Curdridge SO32 2DP – change of use, extension and alteration of the Garden Cottage and associated works to provide a staff training suite and overnight family accommodation for The White House (Curdridge) Ltd. Case Officer: Lisa Booth. Case No: 18/00093/FUL.

Cllr Bodger introduced this item. He felt that the development being proposed was very small scale and WCC had recommended conditions to be attached to any development.

Resolved DO NOT OBJECT, subject to a condition being attached to any permission granted that the Garden Cottage must always remain part of The White House and can at no time become a separate dwelling. ACTION: PCM.

18.18.2 Oakwood Curdridge Lane Curdridge SO32 2BH - Replacement of barn style building with new oak frame building to provide guest suite, large ground floor room, storage and open garage. Case Officer: Curtis Badley. Case No: 18/00182/HOU.

Cllr Bundell introduced this item; he felt that this application was acceptable, but there should be a condition attached that the proposed guest suite must always remain part of Oakwood.

Resolved DO NOT OBJECT, subject to a condition being attached to any permission granted that the proposed guest suite must always remain part of Oakwood and can at no time become a separate dwelling. ACTION: PCM.

18.19 Finance

18.19.1 To approve the Finance Report dated 15 February 2018 and cheque signing & payments.

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

Cllr Bundell requested that the new loppers and bulb planting device be added to the Assets Register. **ACTION: PCM.**

18.19.2 Allotment Recreation replacement fence - to consider quotations for the two variations for the replacement of the damaged Allotment Recreation fence (to come from reserves)

Resolved to go with the option to have concrete spurs concreted into the ground, with the fence posts being bolted to these. Members decided to go with Contractor 1 (Botley Fencing) who gave the cheapest quotation for this specification. ACTION: PCM.

18.19.3 Motion by Cllr Newton to discuss the future of Curdridge Parish Council's Minibus.

Cllr Newton raised her concerns regarding the minibus. Due to the Friendship Club being closed the parish use of the minibus has been reduced to fortnightly for the Lunch Club, although several members being collected are out of parish and only give a donation. There were currently only three or four volunteer drivers, two whom were over 70 and may not be in a position to carry on driving in the coming years.

Members felt that it was acceptable to collect Lunch Club attendees from close neighbouring villages, as this supported the Lunch Club and Reading Rooms, although they felt that the Lunch Club needed to be more widely advertised within the village also. It was agreed that this would be discussed in item 18.19.4.

Cllrs Townsend and Wallen both confirmed that they had the required D1 provision on their Driving Licences and that they would be happy to be volunteer drivers of the minibus on behalf of the parish council when they are available. Members thanked them; Cllr Newton noted this.

18.19.4 To consider preparing a Parish Council Leaflet (from reserves for 2017-2018) to be hand delivered to all households within the parish in relation to the Affordable Housing Drop In and miscellaneous parish council matters and legislative advice (external property lighting, hedge cutting, ditch clearance etc).

Members discussed the proposal for a leaflet.

Resolved that a leaflet would be prepared to be circulated to all households within the parish at the end of March (prior to the Annual Parish Meeting on 4 April 2018). The leaflet would include the following articles:

Hedge Cutting, External Lighting and Ditches Clearing legislation/responsibilities of home owners;

Lunch Club/Minibus article (inviting residents to attend the Lunch Club and advising of transport availability) - to be prepared by Cllr Newton;

Annual Parish Meeting article (including proposed HCC presentation, Affordable Housing Update following drop-in session and Reading Room development proposals. Cllr Bundell to approach Mags Wylie and Reading Room Committee to see if they would be prepared to do brief presentations. ACTION: CLLR BUNDELL.

Members and the PCM would consider other articles that could be included and the Chair and PCM would draft leaflet for approval discussion at March Full Council Meeting. ACTION: ALL/PCM.

18.19.5 Kitnocks House Bench removal – grounds maintenance contractor now unable to remove, due to poor health. To discuss action required.

Members felt that this item was not urgent, as the bench is in a safe condition.

Resolved to defer this item for a few months and refer back to Council when any new grounds maintenance contractor is settled into this role. ACTION: PCM.

18.20 Parish Lengthsman Scheme 2018-2019 – to receive an update and decide the way forward taking into account HCC's email guidance provided and to identify areas that could be included in any proposed contract

Members discussed this matter in detail, referring to the proposed Lengthsman Contract previously circulated by the PCM.

Resolved that Council would proceed with its proposed registration onto the scheme and that the draft Lengthsman Contract be approved, subject to the minor amendments proposed, with the contractual costs above the sum of the Lengthsman Grant being provided by Council. ACTION: PCM.

18.21 To consider Grounds Maintenance Contract for 2018-2019 and any revisions required as a consequence of proposed Parish Lengthsman Scheme adoption, prior to going out to tender

Members discussed the draft Grounds Maintenance Contracts circulated by the PCM and her recommendation to separate the hedge cutting contract and SLR contract (to widen the chances of getting a smaller and cheaper grounds maintenance contractor). Members discussed the SLR Contract and felt this might need further consideration, as the SLR machine had not been working sometimes (due to the batteries discharging, which could be due to busy locations or the batteries not being charged enough).

Resolved that:

- i) the Grounds Maintenance Contract be divided into three contracts, as recommended by the PCM (Ground Maintenance Contract, Hedge Cutting Contract and SLR Contract;**

- ii) *the revised Grounds Maintenance Contract be approved, subject to the minor amendments relating to leaf collection/litter picking, with the tractor grass mowing of the Allotment Recreation remaining part of the Contract for the time being, but possibly being contracted out separately if smaller contractors approached are unable to provide this service) ACTION: PCM;*
- iii) *the former Grounds Maintenance Tender Document be updated to accord with the revised Contract and then be put out to tender with grounds maintenance contractors ACTION: PCM;*
- iv) *the Hedge Cutting Contract be approved, with the current contractor being approached to see if they would wish to continue with this contract when the hedge cutting is next due at the end of 2018. ACTION: PCM.*
- v) *the approval of the SLR Contract would be deferred for the time being to allow the PCM to liaise with John Clements and the Manufacturer of the SLR machine to establish how long the battery charge should last (as the current two week rota may not be enough to keep batteries charged) and to allow Cllr Wallin to attend the next SLR download to see if there is any way the computer system can be updated to improve roadside battery performance. ACTION: PCM/CLLR WALLIN.*

18.22 Curdridge Parish Council Cemetery Car Park – to receive an update regarding HCC Grant Application and to consider additional maintenance/re-surfacing works required

Members referred to the photographs of disrepair previously circulated by the PCM.

Resolved to invite the contractor with the cheapest quote for the tarmac entrance repairs to come and prepare a recommendation of the minimum required surfacing works to make the car park surface safe and provide a quotation. ACTION: PCM.

18.23 CPC Village Sign Wangfield Lane – to receive update and decide upon action required

The PCM advised that she only had the logo on the PC and not the Curdridge sign. Members said they would be happy with the current sign at Wangfield being removed and a new sign with the logo and “Curdridge” of the same width being put on the posts. PCM to get authority from HCC and if approved order the new sign. **ACTION: PCM.**

18.24 Correspondence

18.24.1 WCC – regarding Winchester City Council Independent Remuneration Panel - Parish and Town Councils. **Noted.**

18.24.2 Hampshire ALC – notification of Consultation regarding Local Government Ethical Standards - Call for Evidence. **Noted.**

18.24.3 WCC – to remind people that this year’s Great British Spring Clean will take place from 2nd – 4th March 2018. **Noted.**

18.24.4 Letter from the Chairman of the Hampshire Police and Crime Panel inviting Council to provide written evidence to the Panel’s forthcoming proactive scrutiny session, which focuses on Hate Crime. Please submit any comments you may have, before 13th March 2018. **Noted.**

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

18.26 To receive reports from Parish Councillors

Chapel Lane site meeting – Cllrs Kemp and Townsend gave Members an update on site meeting and recommendations for more give way and cross-road signs, a mirror, speed bumps in Lockhams Road and closure of Chapel Road. Members requested them to prepare a plan that could be sent to HCC regarding the request for additional signage, although it was felt that a mirror and would not be authorised by HCC and therefore permission would have to be

obtained from the home owner, if a mirror was to be placed on the junction. HCC had also previously objected to the closure of Chapel Lane and so it was felt this also would not be an option and speed bumps on Lockhams Road would probably not be allowed. **ACTION: CLLRS KEMP/TOWNSEND.**

18.27 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

18.27.1 To receive an update on open Enforcement cases and decide upon any action required – there were no new cases arising.

18.27.2 Staffing Matters were discussed.

18.27.3 Email from Mr George – the Chair had received an email, which was discussed.

The meeting closed at 9.28 pm.