

PARISH COUNCIL OF NEWLANDS

MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 14 NOVEMBER 2019 AT THE COMMUNITY FACILITY, NEWLANDS AVENUE, WATERLOOVILLE COMMENCING AT 7.30 pm

<u>Members:</u>	Cllr D Crichton (Chair)	(P)	Cllr O Barneveld	(P)
	Cllr A Berry	(P)	Cllr A Carden	(P)
	Cllr A Kirby	(P)	Cllr J Parry	(P)
	Cllr L Price	(P)	Cllr M Read	
	Cllr F Tingle	(P)		

Also present C/Cllr P Stallard, D/Cllrs N Cutler and J Clementson, Katie Bone, HBC Community Officer, Tony Daniells, Clerk to the Council, and two members of the public.

102/20C Apologies: Apologies were received from Cllr M Read.

103/20C Declarations of Interest: There were no Declarations of Interest made at this time.

104/20C Minutes

The minutes from the Council Meeting dated 10 October 2019 were received. **It was unanimously RESOLVED that the minutes of the council meeting be accepted as an accurate record and were duly signed by the Chairman.**

105/20C Public Participation

The meeting was adjourned at 7.35 pm to allow comments from the public. The meeting reconvened at 7.45pm

106/20C County and District Councillors Reports

- a) C/Cllr Patricia Stallard was present and her written report had been previously circulated. She added to her report by advising that from 1 April 2020, if a senior bus pass will not be automatically renewed if it had not been used in the previous year. **NOTED**
- b) Apologies were received from D/Cllrs Angela Clear, Therese Evans and Caroline Brook. D/C Neil Cutler advised that due to the General Election, there was a purdah period at WCC and his report would be limited. Many WCC meetings had been delayed until after the Election although Cabinet would meet to discuss the bid for the new waste collection service. He was pleased that the Community Hall would be used as a polling station so as not to disrupt school activities.
D/C Judy Clementson was aware of missed bin collections and asked that these were reported.
A comment was made about a dumped settee and this would not be collected by WCC as it was on private land.

107/20C Parish Matters

- a) Community Space: Cllr Berry had commented on the booking terms for the community space and this had been previously circulated. He verbally summarised his comments. The Chairman asked that his comments were incorporated into the booking terms and that he and the Community Officer meet to agree these. Cllr Price had asked for document control to be added to the document. The Clerk suggested that all documents should have this added. **NOTED.**
- b) Management of Community Space: The Waterloooville Area Community Association (WACA) had discussed providing temporary management of the Newlands Community Hall. In the discussions, the following points were covered
 - WACA would be responsible for insurance for their employees and for completing risk assessments. They would not be insured for travelling to their place of work.

- NPC policies need to reflect that WACA staff were working in the Newlands Community Hall
- WACA would treat the Community Hall as an extension to their premises.
- It was not a legal requirement to have a PAT test although it was accepted as good practice.
- The proposal needed a formal agreement if adopted and the two parties would need to meet to get this signed.
- This was not an enduring or fixed term arrangement but the agreement could be terminated by either party
- The agreement would be reviewed in 6 months time and there would be some unknown costs dependent upon usage
- There was a need for a cupboard to store cleaning materials and this would need to be discussed with Grainger.
- The benefits of using WACA were summarized.
- It was questioned if any alcohol would be allowed in the Community Hall
- There was a need to see if a performance license was required.
- C/Cllr Patricia Stallard advised that HCC had proforma templates for management of village halls

It was unanimously RESOLVED to use the services of WACA to provide temporary management of the Newlands Community Hall.

- c) Implementation Officers Report: There was no report to receive but the Clerk referred to the report received from him by the West of Waterlooville Forum the previous week. **NOTED.**
- d) Road Parking: There were further reports of on road parking at Proxima Park. Cllr Berry asked that any communications with the developer were put in writing. There were still instances of pavement parking. A van was a particular problem and there was a notice posted on the windscreen. When reporting abandoned vehicles, an incident number should be obtained. A regular meeting with Grainger had been previously suggested and it was agreed that these were a good idea and should go ahead. The Clerk would contact Grainger to arrange and The Chairman would attend and The Clerk would minute. Cllrs Barneveld and Tingle would also attend when available.
- e) Road Adoptions: The Chairman reported that HCC would monitor road completions before making a decision on adoption. The closure of Sickie Way was outstanding and may affect traffic flows if closed. HCC could change the proposal if it was likely to effect emergency vehicle access. C/Cllr had put a case against closure but the Planning Authority and Taylor Wimpey had insisted on closure
Cllr Crichton declared a personal interest in the closure of Sickie Way as it was outside of his house. .
- f) Cllr Berry had attended the Safer Neighbourhood Panel meeting at Denmead. The Sergeant for the area was retiring and his replacement suggested a joint meeting between the Denmead and Newlands Parish Councils. **It was unanimously RESOLVED to attend joint meetings with Cllrs Crichton and Barneveld to attend.**

108/20C Communications

- a) Correspondence: Two items of correspondence were received
- WCC Sports Awards: WCC had asked all Councils to publicise these awards. **It was AGREED that a poster would be put on the website.**
 - Berewood School Art: The School had been asked to decorate hoarding with artwork and the Head Teacher had asked if a Councillor would judge the work. Cllr Berry volunteered to do this and would contact the School to arrange.
It was suggested that some of the artwork could be displayed in the Community Hall but the means of achieving this had yet to be determined.
- b) Website: Cllr Jason Parry had prepared a report which had been previously circulated. He gave an update based on his report. He had been unable to get HugoFox to return his call. The costs of using a professional supplier to design and run a website was considered

excessive at present. A compromise solution would be to use a web hosting company and design a website using proforma templates. Examples of companies who provided this were given together with prices.

It was unanimously RESOLVED to take website service from LCN using their Personal option on a quarterly basis.

109/20C Southern Parishes

The Chairman and Cllr Olivia Barneveld had attended the last meeting on 21 October in Bishops Waltham. Cllr Barneveld summarized the meeting which had featured a talk on planting verges with native flowers. She also found it useful to network with other parish councillors. **NOTED.**

110/20C Council Structure

- a) Meeting Frequency: An informal meeting of members of the Amenities Committee had agreed that meetings should be held bi-monthly.
- b) Terms of Reference: The Amenities Committee had drafted Terms of Reference for Committee and a Landscaping Sub-Committee when needed. Cllr Andy Kirby noted the changes which were to add the Aims of the Committee if not using WACA to manage the Community Hall and to change co-option to one member of the public. **It was RESOLVED by a majority to adopt the Terms of Reference for the Amenities Committee.**
Any amendments to the Landscaping Sub-Committee should be referred to the Amenities Committee.

111/20C Schedule of Meetings

- a) **It was unanimously RESOLVED to move the date for the December meeting of Council to the 5 December.**
- b) **A schedule of meetings for 2020 had been previously circulated and this was AGREED**
- c) **It was unanimously RESOLVED that the Annual Parish Meeting would be held on 12 March 2020.**

112/20C Outside Bodies

- a) WoW Forum: Cllr Berry reported that he had not received an agenda for this meeting. The Clerk would follow this up with WCC. The Clerk would also copy minutes of the meeting to all Councillors when available.
Council were concerned on the cable routing for the Aquind proposal. There had been no interest from Aquind in discussing an alternative route. Council were advised to make comment to the National Planning Inspector when it came to further public consultation. **NOTED**
- b) Armed Services: There was no update to report at present. **NOTED**
- c) Hampshire Association of Local Councils (HALC): The Chairman had attended the AGM. He had a useful discussion with the Police and Crime Commissioner. He also spoke of an app developed by Hook Parish Council. Minutes will be circulated when available. **NOTED.**
- d) Local Council's Conference: **It was unanimously RESOLVED that the Chairman and Cllr Price would attend this conference on 19 November in Winchester as an approved duty.**

113/20C Finance

- a) Orders for Payment: **It was unanimously RESOLVED that the payments detailed on the Orders for Payment (list 07) should be APPROVED in the sum of £626.40 including VAT and that NIL receipts are noted. Further payments of £191.78 (including VAT) made since the last orders of payment were RATIFIED.**

- b) Christmas Tree: Decorations for the Tree had now been delivered. Permission to site the Tree on Darnel Green had been refused by WCC. The Clerk would enquire why H&S had been given as the reason. An alternative venue at Wellington Vale would be followed up by the Committee. **NOTED.**
- c) Additional Items for Purchase. **It was unanimously RESOLVED to purchase**
- i. **A further 25 polypropylene chairs and a chair trolley**
 - ii. **A second rectangular folding table**
 - iii. **Two coat stands**
 - iv. **A copy of the 11th Edition of Charles Arnold Baker**
- A further quote for blinds was awaited.
- d) Internal Auditor: The resident who had offered to provide her services as the Internal Auditor had supplied copies of her qualifications. **It was unanimously RESOLVED to appoint the resident volunteer as the Internal Auditor.**

114/20C It was RESOLVED to receive the Minutes, Reports, Recommendations and Resolutions of the following committee meetings: -
Finance Committee – Minutes 11 July 2019

115/20C Other Reports
Storage of items in the Hall whilst the hall was hired to users needed to be resolved

The meeting closed at 9.40pm
The next meeting will be held on 5 December 2019

Please note minutes of meetings are published as soon as possible on the website to help residents. However, they do not become the formal record of the meeting until agreed or otherwise at the next meeting. Therefore, you should always check to see whether any amendments have been made.

Parish Council of Newlands
Parish Council Meeting held on 14 November 2019

A resident of the development asked

- i. if a letter in reply to her from WCC had been seen by all Councillors. The Chairman would copy this to all members
- ii. how were community hall costs allocated in the budget. In reply, the Chairman said that there would be a separate line item for income and expense related to the Hall
- iii. residents were unaware of the WACA setup and there was a need to make residents aware of what both community halls could offer
- iv. the stream was getting overgrown and may impact on water flows. The Chairman replied that once adopted the Environment Agency would be responsible for the river bed and whoever adopted the land would be responsible for the banks. Cllr Tingle would follow up with Taylor Wimpey as she had a contact .