

Minutes of the meeting of Barton Stacey Parish Council held at 7.30 pm on Tuesday 17<sup>th</sup> April 2018 at The Nest, Barton Stacey.

Meeting opened at 19.30pm. Cllr Gaines welcomed everyone to the April meeting.

**Present:** Cllr Sue Gaines (Chair), Cllr Nigel Cooper, Cllr Nicholas Prideaux, Cllr Cheryl Sherwood.  
**Also present:** The Clerk – Mrs Jo Gadney, Borough Councillor – David Drew, County Councillor – Andrew Gibson. **Members of Public** - 2

**PUBLIC PARTICIPATION** For ten minutes residents are invited to address the Parish Council, make comment on items on the agenda or raise matters for consideration at a future meeting.

A resident commented that the newsletter was not accurate regarding the age of the young person on the scooter and also reported the new accident at Hill Farm. Enquired about the rubble falling onto school path from the new house on West Road and that 3 kerb stones have been pulled away from the pavement on Bullington Lane from a large vehicle at the Peter Golding site.

**18.41 Apologies.** Received and accepted – Cllr Bettle-Shaffer, Cllr White (who will be delayed from work) & Cllr Lovell Nothing received: Cllr Chant & Patis.

#### **18.42 Declarations of Interest**

To receive and record declarations interest on the agenda.

None

#### **18.43 Minutes of the previous Meeting and matters arising**

To approve the minutes of the full council meeting dated Tuesday 20<sup>th</sup> March 2018. Approved and signed by Chairman.

#### **18.44 The Borough and County Councillors reports**

a) Borough Councillor – Cllr David Drew

The Community Governance Review is being taken to the next TVBC full council meeting which shows the new boundaries. Brink Cottage is currently within Barton Stacey. BSPC suggested Gavelacre should be fully within Longparish. The motorcycle in Kings Elms should be removed shortly having reported it to DVLA. Requested additional white line for the steps to the shop. **Action** Clerk laminate a sign to put by steps for the short term. Skip currently placed at the end of Gravel Lane is blocking vision and meant that the green waste vehicle couldn't access Gravel Lane. A councillor spoke to Lionel Hitchen about the skip. **Action** Clerk to write to LHEO cc'ing Highways and TVBC. TVBC will re-arrange collection of bins if problems like this occur – just call them. Hill Farm junction – what about a STOP sign, rather than give way. The Yurt at Riverside Cottage has been taken down. Any planned activities should be reported to Clerk or Enforcement officer at TVBC so they can build up a list of activities. A recent fly tipping occurrence took place on Newton Road. An address was spotted in the rubbish but TVBC couldn't take it any further as it was only a photo (not the piece of paper) despite them advising not to touch any rubbish.

b) County Councillor – Cllr Andrew Gibson

Cllr Gibson has viewed the most recent crash at Hill Farm. Suggested reduced speed at the junction. **Action** Chairman to write to Caroline Nokes. Suggestion from a councillor to have double white lines along the whole of that section of the A30 as many near misses at the Barton Stacey junction too. Has viewed the state of Roberts Road. Some holes have been filled (apparently by BT) Cllr Gibson will supply some books for the new library in the Village Hall by 24<sup>th</sup> May.

#### **18.45 Parish Matters**

a) Local Footpaths – Drove – lambs now present in fields so keep dogs on leads. Although not a footpath a councillor commented that the entrance to the field (from Bullington Lane) is a mess. Maybe the farmer can access from the Drove, rather than Bullington Lane. The path through Bransbury Common is already hard to keep to due to brambles etc. **Action** Clerk to

write to HCC re priority cutting list for summer 2018.

b) Allotment and Burial ground – the pest controller has had some success with rabbits in the allotments and rec. Suggestion for the lengthsman to cut the hedges within the allotment.

c) Trees – Lengthsman to plant the new whitebeam tree, by the pavilion. Waiting on report and invoice from TCA Ltd.

d) Playground/back field – new beam has been fitted on the push up to allow shorter users. Gas filled arm has been installed on playground gate. Painting of equipment to be done shortly. Action Clerk to seek quotes for some new metal goalposts for the back field, which will be paid for by S106 monies. A Councillor suggested a basketball net/board too. Suggestion to ask residents in newsletter/WDN what informal play equipment they would like and to ask School too.

e) Trim Trail –official opening on Monday 7<sup>th</sup> May. Twinning association are here on this day. DES will provide bunting and also asked for them to purchase 2 national flags for the event. They have a portable public address system which the PC can borrow. Local PTI can help to show how to use equipment. Petanque to borrow from resident. Straw bales to be provided by local farmer and a marquee to be supplied from Pole to Pole Marquees. **Action** Clerk to ask Pre-School if they could provide something for the under 5s. Jazz band can offer their services for a reduced fee of £450. A donation of £150 has been found. **Action** Clerk to apply for £150 for a grant from Cllr David Drew. This would leave £150 for the PC to pay. Resolved to go ahead on this basis. **Action** Clerk along with 2 councillors to put together a poster to advertise the event. WI will be happy to provide refreshments.

f) Coffee morning/library service – requested 2 sessions a month. Cllr Sherwood to liaise with Tuesday Club who have offered to run the rota. 4<sup>th</sup> Thursday and 2<sup>nd</sup> Saturday have been suggested. There will need to be a formal format to take out and bring back if CC books are supplied. WI could run the tea/coffee on the Saturday session. DES could possibly also provide some books. Councillor Sherwood will approach Andover Library and local book shops about books too. Barton Stacey Pre-School also have some books they are happy to donate.

g) MUGA – Igas grant been confirmed £3500. Action Clerk to now apply to the TVBC Communities Fund. Deadline of 18<sup>th</sup> May 2018. Then if successful to apply to Veolia for the remainder of the monies.

h) Update on A272/A30 junction – As agreed previously in the meeting Chairman to write to Caroline Nokes

i) Discuss/agree advisory group for the Golden Age – an idea to set up a group for elderly/vulnerable within the parish who then could liaise with the Resilience plan to support the Village Agent. Is there a need? The coffee morning could be a new place for these people to use. Standing orders suspended at 20.42 to ask Village Agent if there is a need. Many of the older people are still very independent. Need to tread carefully. Agreed to bring Village Agent info to the coffee morning in this informal setting to test the water. Fewer older people attending Tuesday Club now. Possibly no need for this at the moment. Standing orders replaced 20.49

j) Parish Resilience plan – The Clerk has contacted Phil Lashbrook and given him the May and June council meeting dates. Cllr Gibson has a presentation he can tailor for BSPC.

#### **18.46 Councillors reports**

Is there a plan in place for parking for contractors/work men for the Golding site? **Action** Chairman to speak to developer of the site about this. Suggestion to use car park by the allotments and not Gravel/Bullington Lane.

#### **18.47 Transport and Safety**

a) Bus survey update – The door to door survey will be taking place shortly

b) Community Speedwatch group update – Chairman is collecting quotes and looking into different speed indicator devices. One which is run on solar could be an option – even when not sunny there is very little downtime. She is also in contact with the Highways councillor from Longparish PC who has shown interest. One company are coming to show their device on Wednesday 18<sup>th</sup> April @ 16.00. **Action** Clerk to ask the Clerk Forum for any advice/pitfalls of a solar powered system. A councillor asked about guidelines re the virtual

footpath and residents rules re driving on it etc. **Action** to add to next West Dever News article to remind of advice.

#### 18.48 Planning applications

TV231 – The A303 Recycling facility, Drayton Road, Barton Stacey, SO21 3QS. Proposed construction of a double-storey portacabin. Discuss and agree response. The portacabin will be on the far side of the site. 2 x 8ft tall. It won't be visible apart from high areas like the Drove road. Proposed to lodge neutral comment to planning application. Resolved. **Action** Clerk to revert to HCC with decision.

#### 18.49 Clerk's report

TSB are reverting to an app for payments. Clerk doesn't have a device for this so has contacted TSB who have some devices which they can provide for this. The S137 figure for 2018/19 is £7.86 per resident. Looked into parking signs for around the panhandle. Correx signs (quite flimsy) are £40 for 2 and post and panel ones £96.58 for 2. **Action** Clerk to continue to look for something in the middle. Training booked for Steven Lugg from HALC for 10<sup>th</sup> May. 4 Councillors confirmed their availability. Following a comment in the recent playground inspection form the Clerk contacted the suppliers (Playquest) of the multi-play unit regarding the design of the barriers and failing the requirement BS EN 1176:2008. They have checked this with RoSPA head who is happy with the design as they are barriers not handrails/hand grips and as classed as low risk and therefore don't suggest any changes.

#### 18.50 Finance

FINANCIAL STATEMENTS March 2018

<b>Treasurers Actual</b>	<b>In</b>	<b>Out</b>	<b>Balance</b>
Closing balance 1 March 2018			<b>£13,454.77</b>
Payments received March	£240.69		
Payments cleared during March		£1992.81	
<b>Total closing balance 27<sup>th</sup> March 2018</b>			<b>£11,702.65</b>

#### **Business Instant Access Actual**

Opening balance 28 February 2018			<b>£14,000.96</b>
Payments received March	£0.54		
Payments cleared March		£0	
<b>Total Closing balance 9 March 2018</b>			<b>£14,001.50</b>

#### **Invoices paid between meetings**

Pension contribution (DD) inc in March Statement	£8.77
Business stream –water (DD) inc in March Statement	£29.85

#### **Invoices yet to be paid**

Clerk's salary	£483.10
Clerk's expenses	£24.12
Admin costs	£57.65
Barton Stacey Village Hall – inv 921	£12.00
Greensmile Ltd inv 3681	£535.50
HALC -HR consultancy	£180.00
HALC & NALC costs	£320.00
HALC – annual conference	£180.00
TVBC dog bins	£399.60
Newsletter printing costs	£59.00
HCC Lighting	£710.55
Vitaplay Ltd	£321.60
<b>Total</b>	<b>£3,283.12</b>

**Total estimated balance available** £22,421.03

a) Receive and approve monthly financial report for March. Proposed to sign March financial

These minutes are a true representation of the meeting. Signed and Dated \_\_\_\_\_

- report. Resolved.
- b) 2017/18 Actual v budget as at 31<sup>st</sup> March 2018. Although both expenditure and income are both higher than budget it can be explained by 2 large grants for playground and trim trail.
  - c) Discuss/agree clerk salary according to NJC pay scale and pension 2018/19 – Clerk currently sits on point 19 of pay scale. Proposed that Clerk remains on point 19 and once the pay scale has been agreed by trade unions the salary will be confirmed. Resolved. Pension will go up from 1% in 2017/18 to 2% (employer) and 3% (employee) for 2018/19
  - d) Clerk’s appraisal – this took place on Monday 19<sup>th</sup> March by the Chairman and a councillor, who make up the HR committee. A formal report will be produced by the committee and given to full council shortly. **Action** HR committee.

Proposal to extend the meeting by 10 minutes. Resolved.

#### **18.51 Regulatory items**

- a) Getting ready for GDPR – Clerk confirmed that the council will need to first of all carry out a data audit. There will be various policies brought to the May meeting for sign off which will include privacy notices and a data protection policy naming the Data Protection Officer and Data Controller.
- b) Training and development policy – Proposed to sign this new policy. Resolved.

#### **18.52 Communication**

- a) Newsletter – completed and delivered. Hoping to send out 2 within the next year
- b) Welcome pack – **Action** Clerk to arrange meeting to include Barton Stacey Pre-School representative (who could use grant monies) **Action** Clerk to ask PCC what information they would like in the pack.

#### **18.53 Correspondence List**

Clerk been asked if the PC would like free membership from Community First, who we contacted last year. **Action** Clerk to complete application form.

#### **18.40 Councillor/clerk training and Meetings**

Already discussed Councillor training from HALC on 10<sup>th</sup> May, 2018 at the Village Hall.

Meeting Closed: 21.35

Next Meeting: Tuesday 15<sup>th</sup> May, 2018

**Summary of Actions:**

<b>Paragraph</b>	<b>Description</b>	<b>Person</b>
18.44a	Temporary sign at steps of village shop	Clerk
18.44a	Write to LHEO re skip	Clerk
18.44b	Write to Caroline Nokes re Hill Farm junction	Chairman
18.45a	Write to HCC re priority cutting list	Clerk
18.45e	Pre-school providing something for u5s at trim trail opening	Clerk
18.45e	Put together poster to advertise trim trail opening	Clerk/Chairman
18.45e	Apply for £150 grant for trad band to play at trim trail opening	Clerk
18.46	Chairman to speak to developer re Goldings and parking issues	Chairman
18.47	To seek advice re solar powered speed indicator signs	Clerk
18.47	Add to WDN info re virtual footpaths	Comms team
18.48	Refer planning comments to HCC	Clerk
18.49	Continue to look for quotes for football nets for back field	Clerk
18.50d	Clerk's appraisal to be distributed to Councillors	HR committee/Clerk
18.52b	Ask PCC what they would like included in welcome pack	Clerk
18.52b	Get a date for welcome pack to meet again	Clerk
18.53	Complete application form for membership to Community First	clerk