



## PARISH COUNCIL OF DENMEAD

MINUTES OF THE **COUNCIL MEETING HELD ON WEDNESDAY 6<sup>th</sup> SEPTEMBER 2017** AT THE DENMEAD COMMUNITY CENTRE, SCHOOL LANE, DENMEAD COMMENCING AT 7.30 pm

<u>Members:</u>	Cllr K Andreoli	(P)	Cllr I Brown	(P)
	Cllr N Lander-Brinkley	(P)	Cllr P Langford-Smith	(P)
	Cllr J Morphett	(P)	Cllr N Rusbridger	
	Cllr K Scholey	(P)	Cllr G West	
	Cllr M Willoughby	(P)		

Also present: Five members of the public and Mr Brendan Gibbs, Clerk to the Council.

**37/18C** Apologies to be received Apologies were received from Cllrs Rusbridger and West.

**38/18C** Declarations of Interest There were no declarations of interest received.

**39/18C** Minutes of the previous Meeting: The Minutes of the Council Meeting held on the 28<sup>th</sup> June 2017 were submitted for approval.

**It was RESOLVED that the minutes of the Council Meeting held on the 28<sup>th</sup> June 2017 be accepted as a true record.**

Cllr Langford-Smith duly signed the minutes.

**40/18C** Public Participation The Public Session commenced at 7.33pm to allow members of the public to address the Parish Council. The Public Session was brought to a close at 7.57pm. A further public session took place during item 9(f) commencing at 9.02pm and closing at 9.07pm.

**41/18C** County and District Councillors Reports

(a) C/Cllr Stallard had previously sent in a report to the Parish Council for its attention and this had been circulated to members. Cllr Langford-Smith gave a precis of the report as follows:

Hampshire County Council is driving forward plans to expand the number of electric vehicle charging points across the County, and converting its small vehicle fleet from diesel to electric as part of a £2.7 million investment in energy saving technology.

Hampshire's residents can expect to see a 40% increase in investment into major road improvements over the next three years. Investment is set to increase from £34 million (spent in 2016/2017) to a projected £48.2 million in 2018/2019 including work on the A27 at Fareham

From September this year, many three and four-year-olds in the County will be eligible for an additional 15 hours of childcare, giving them up to 30 free hours per week in total, until they start school.

A personal safety device with a GPS tracker is being offered to people with a diagnosis of dementia who are in the middle stages of living with the condition, but who still want to remain living independently in their own homes. The scheme is being led by Hampshire County Council, Hampshire Constabulary and the PA Consulting Group-led Argenti Care Technology Partnership.

There are 20 wooden camping Pods, in the heart of the New Forest, near Brockenhurst, that are free for service personnel, veterans and their families to use during holidays and at weekends. The demand has been so great that the Poppy Pods are fully booked until September 2017.

Cllr Stallard concluded her report by saying that she had a budget that can be allocated to help community projects in Denmead. Any organisation could apply, but it must have a Treasurer and

Constitution/Terms of Reference. If you think your organisation would benefit, please contact Cllr Stallard before submitting your online application.

- (b) D/Cllrs Stallard, Brook and Read sent their apologies.

**42/18C Vacancies on the Parish Council**

- (a) Following the resignation of Mrs Anne Huntington and Mrs Carolyn Hargreaves **it was RESOLVED to declare two casual vacancies.**

**If no poll was requested following the closing date for applications then the Clerk to the Council was instructed to invite applications to be considered at the next ordinary meeting of Council.**

- (b) The Clerk reported that there had been no applications to fill the current vacancies available for co-option. The Council instructed him to re-advertise the vacancies with a deadline for applications to coincide with the next Full Council meeting on 18<sup>th</sup> October 2017.

**43/18C Youth Provision**

- (a) To note that Miss Katherine Lemon has been offered and has accepted the post of Youth Leader at the Denmead Youth Club effective from the 30<sup>th</sup> August 2017. **Noted.**
- (b) To note that the Youth Club will restart on Tuesday 12<sup>th</sup> September 2017. **Noted.**
- (c) The Youth Club Management Team has lost its Councillor representation after the resignation of Mrs Huntington. Cllr Langford-Smith told the meeting that Dr Carolyn Hargreaves had agreed to join the Management Team as a member of the public.

**It was RESOLVED to advertise vacancies on the Youth Club Management Team on the Village notice boards, the Parish Council website and to invite parent representation once the Youth Club re-commences on September 12<sup>th</sup> 2017.**

**It was RESOLVED that Cllrs Willoughby, Langford-Smith and Andreoli with Dr Hargreaves will form the Management Team.**

- (d) To consider and agree any matters related to the possibility of setting up a Youth Club Facebook page.

**It was RESOLVED to delegate responsibility for setting up any Youth Club Facebook page to the Management Team and the Youth Leader.**

**44/18C Village Matters**

- (a) West of Waterlooville: Cllr Lander-Brinkley told the meeting that the petition from the residents of the West of Waterlooville development formally requesting a Community Governance Review of their part of the City district had been lodged with WCC on 20th June 2017. The Advisory Group continues to work with the assumption of a positive outcome to the Review. As part of those discussions it has considered how a 'shadow Parish Council' might best be set up. This would ensure that there are people ready to form the new parish council should the petitions recommendations be granted and an election planned. Cllr Lander-Brinkley said that the following steps have been taken:

- The Advisory Group is seeking residents to be part of the shadow parish council
- The Advisory Group is supporting the provision of a temporary community accommodation for which Planning permission was recently requested, will be a suitable place from which the Shadow Council, and later Parish Council (PC), can operate (see last paragraph below).
- The Advisory Group is seeking and receiving advice from HALC.
- The Advisory Group is has had an 'in principle' discussion to explore the possibility of appointing, at the appropriate time, a Clerk who would help set up governance and communications, working with the two existing Parish Councils and WCC.

Two particular areas of the setting up of a shadow parish council were discussed at a meeting on 24th August with Stephen Lugg (CEO of HALC): Neil Cutler (representing Southwick & Widley PC and Cllr Lander-Brinkley (representing Denmead Parish Council) and four residents from both the Taylor Wimpey and the Grainger sides of the MDA;

The first was the drafting of a timetable for the setting up of the shadow parish council. The meeting

proposed the following:

- June 2018 Community Governance Review decision is to be announced – hopefully with a positive outcome.
- July 2018 WOWAG winds up and hands its responsibilities over to the shadow parish council.
- August 2018 to May 2019 co-operation between the two old and new parish councils. training and mentoring
- May 2019 Newlands (and Denmead!) Parish Council elections.

The second was the make-up of Shadow Council. The Petition recommends nine councillors to form the new parish council. It is proposed that a shadow of the same size is set up, made up of six interested residents; one parish councillor from each of Denmead PC and Southwick & Widley PC; and one district councillor from the area.

A paper, along these lines will be put to WoWAG on 26th September by Neil Cutler, who is currently carrying out some further background work with senior WCC councillors and officers.

Cllr Lander-Brinkley concluded his report by saying there is a development of privately rented accommodation being constructed within the MDA.

- (b) Market Towns Development Officer: It is the wish of the Parish Council to retain the post of Market Towns Development Officer but members were concerned about the potential costs of retaining the post. The Clerk had received confirmation from Kate Cloud (WCC Head of Economy and Arts) that the cost will remain at £5,500 for the year 2018-19. The Clerk was asked if there was any feedback from the other councils involved with the scheme. He said that there was very little new information as Denmead was the first council to resume work after the summer recess. Cllr Langford-Smith said that it is accepted that Denmead used the services of Heidi Isa (the former Market Towns Development Officer) differently to the other councils and relied a great deal on her effort in promoting and delivering events.

Cllr Langford-Smith brought the discussion to a close by saying that the Parish Council awaits the responses of its partner councils before it can make a decision on what to do next.

- (c) The Great War 100th Anniversary Commemorations 2014-2018: Cllr Langford-Smith told the meeting about the latest developments regarding this year's Remembrance Day service. Members were informed that this year's event was being used a "trial run" for the centenary event in 2018. Cllr Lander-Brinkley commented that the work currently being undertaken is a departure from the original proposal to supply a secular memorial in time for the centenary of the Armistice. Cllr Andreoli said that the provision of the memorial was now a matter for the Highways & General Purposes Committee.
- (d) Denmead Horticultural Show 19<sup>th</sup> August 2017: Cllr Langford-Smith gave a brief report about events on the day. It was apparent that parishioner feedback was very sparse. Efforts to recruit new councillors to fill the current vacancies did not have much success on the day. One person who did go as far as applying to fill a vacancy has now withdrawn from the process. **Noted.**
- (e) Denmead Apple Day: After much discussion between various groups it has now been confirmed that the Apple Day will take place on Saturday October 21<sup>st</sup>. It was agreed that the event would be widely publicised around the Village including on notice boards, bus stops and the Parish council's website. Ms Williams confirmed that there would be an apple crusher available to produce apple juice during the day. Cllrs Andreoli, Brown, Langford-Smith and Morphett volunteered to help on the day.

#### **45/18C Correspondence**

- (a) HALC: To receive an invite to the HALC AGM to be held on 4<sup>th</sup> November 2017 at the Thornden Hall in Chandlers Ford. Cllr Langford-Smith invited councillors to consider attending this very worthwhile event. Cllr Andreoli commented that in the past the Chairman of the Parish Council and the Clerk have attended as an approved duty. Cllr Andreoli also volunteered to attend.
- (b) Hampshire Pension Fund: Summer/Autumn 2017 employer newsletter. The Clerk advised everyone that the Council as a corporate body was the employer and that they should note the contents of the newsletter. In response to a question, The Clerk said that seven of the Council's employees were enrolled in the scheme.

- (c) Hampshire and Isle of Wight Village of The Year: The Clerk informed the meeting that the village had been short listed for an award at this year's presentation evening. This is due to take place on Thursday 28<sup>th</sup> September. The Clerk said he was willing to attend the event on behalf of the Parish Council. Cllr Langford-Smith volunteered to attend if her other commitments allowed her to.

**It was RESOLVED to allow Cllr Langford-Smith and the Clerk to attend as an approved duty.**

- (d) Denmead in Bloom. Cllr Langford-Smith began the discussion by thanking Ms Williams for her very detailed report regarding a proposal for a Community Orchard on land in Tanners Lane due to come into the Parish Council's control as part of the Carpenter's Field development. Cllr Andreoli expressed concern that what is being proposed could become unmanageable after a period of time due to its sheer size (140 trees). Cllr Brown supported this assertion and said that volunteers needed to look after the orchard may not be forthcoming. Cllr Morphett suggested a far smaller proposal may gather more support. Cllr Langford-Smith asked Ms Williams about considering sites other than the site at Tanners Lane. She said that she had briefly explored other parcels of land but had discounted them all. Ms Williams asked if councillors were willing to visit an established orchard in another parish. Cllr Brown was happy to accompany Ms Williams on such a visit and report back. Cllr Andreoli also indicated he would like to take part in a visit. Cllr Andreoli also referred to the quality of the land identified by Ms Williams and asked if it was suitable for an orchard to be established. He concluded the discussion by saying the Tanner Lane site would not come to the Parish Council for some time.

**It was RESOLVED to allow Cllrs Brown and Andreoli to attend as an approved duty.**

**46/18C**     **Southern Parishes Group**

- (a) A meeting took place on Monday 4<sup>th</sup> September 2017. The Clerk and Cllr Langford-Smith attended the meeting. Cllr Rob Humby (HCC Transport and the Environment Portfolio holder) gave a presentation. In the discussion that followed a number of topics were discussed with him including pot holes, the Lengthsman scheme, the Hampshire Waste and Minerals plan and the future of the Market Towns Development Officer. Cllr Langford-Smith also briefly mentioned that negotiation on a suitably worded constitution continues.

**47/18C**     **The Heath Field**

- (a) The Heath Field Working Party has continued discussing the ever-growing list of suggestions for usage of the Heath Field and the other matters referred to it. The working party now has an interim recommendation to make to Full Council. In order to successfully continue some of its investigations it asks the Council to agree to a valuation being sought for both the sale and lease values of the whole of the Council's land at Heath Field in addition to separate valuations for the sale and lease of the tarmacked Car Park.

**It was RESOLVED to request the RFO to identify a cost code within the Accounts so that a sum not exceeding £4000 may be set aside to meet the costs of a full land valuation.**

**It was RESOLVED to request the Clerk to speak to the Valuation Office Agency with a view to producing a valuation of the Heath Field to identify its freehold and leasehold values inclusive of the associated Car Park and separate from it.**

**48/18C**     **Communications**

- (a) Denmead Scene No 133: Cllr Langford-Smith commented on the fact that the look and feel of the magazine was a bit text heavy and lacked space for quality pictures. One of the suggestions would be to go from an eight page magazine to twelve pages

**It was RESOLVED to request the Clerk to identify costs involved to move to a 12 page edition.**

- (b) Denmead Scene No 134: The Clerk said that the deadline for articles to be submitted to him was the 28<sup>th</sup> October 2017. **Noted.**
- (c) HALC Communications Awards 2017: to note that DS 132 & 133 have been entered in this year's competition.
- (d) To consider and agree any matters related to the Parish Council's Facebook pages: To note that Mrs Huntington has now passed control of the Council's Facebook page to the Committee Clerk.

**49/18C Financial**

- (a) Orders for Payment: **It was RESOLVED that payments of £11,104.40 (including VAT) made since the last Orders for Payment were APPROVED. It was also RESOLVED that further payments to be considered and detailed on the Orders for Payment (list 7) should be APPROVED in the sum of £8,792.29 including VAT and that receipts of £1,200 including VAT are NOTED.**
- (b) Accounts: The accounts for August 2017 had been published. **To note.**
- (c) Bank Reconciliations for August 2017: The bank statements had been previously circulated. The statements for the two current accounts were reviewed and the balances as at 31<sup>st</sup> August 2017 were reviewed and agreed.
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|-----------------------|-------------|
| Lloyds Bank           | £170,755.56 |
| The Co-operative Bank | £14,704.10  |

**It was RESOLVED to approve the August 2017 bank reconciliations for signing.**

Cllr Langford-Smith duly signed the bank reconciliations.

- (d) 2018/19 Informal Budget Meeting: It was agreed that the informal Budget Meeting would take place at 7.00pm on Thursday 16<sup>th</sup> November 2017. **To note.**
- (e) To agree a Youth Club budget up to the 31st December 2017. **It was RESOLVED to ask the Clerk and RFO to work with the Youth Club Management Team in order to identify a working budget for the rest of the financial year up to 31<sup>st</sup> March 2018 and to bring this to a future meeting of the Full Council.**

**50/18C To receive the Minutes, Reports, Recommendations and Resolutions from the meetings listed below: -** *Note: In accordance with S.O.12(c) the only Minutes to be received by Council are those that have been approved by the said committee.*

**It was RESOLVED to receive the Minutes, Reports, Recommendations and Resolutions of the following committee meetings:-**

- (a) Amenities Committee – None to receive.
- (b) Finance, Administration & Personnel Committee – Minutes 7<sup>th</sup> June 2017 and 19<sup>th</sup> July 2017.
- (c) Highways & General Purposes Committee – Minutes 24<sup>th</sup> May 2017.
- (d) Planning Committee – Minutes 21<sup>st</sup> June, 12<sup>th</sup> July and 2<sup>nd</sup> August.

**51/18C Parish Representation on other bodies and organisations**

- (a) Church: Cllr Morphett said the information he had been asked to bring to the Council had already been discussed earlier in the meeting.
- (b) Denmead Community Association: Cllr Andreoli reported that he had attended the last DCA Management Committee. He commented that the main items of interest were that the DCA were making a small increase in their charges and that their Treasurer had reported that the finances were healthy. They reported a trustee vacancy and the loss of the site manager, as Mr & Mrs Phillips were leaving the area.
- (c) Winchester District Association of Local Councils: Cllr Lander-Brinkley said that the association is disappointed that the Leader of Winchester City Council has cancelled a meeting with them on at least four occasions.
- (d) Hambledon and Denmead Welfare & Educational Trust: Nothing to report.

**52/18C Exempt Business**

**It was RESOLVED that in accordance with the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel matters where publicity might be prejudicial to the special nature of the business.**

There being no further business, the Chairman declared the meeting closed at 10.35pm

The next Council Meeting is on Wednesday 18<sup>th</sup> October 2017

**PUBLIC SESSION**  
**Full Council Meeting – 6<sup>th</sup> September 2017**

Mr Julian Crewe spoke about a decision to name the land at the rear of the Denmead War Memorial Hall as the Heath Field. He commented that the decision to rename the field was taken at a meeting of the Amenities Committee held on the 29<sup>th</sup> July 2015. He said that this was an issue as the minutes of that meeting do not appear to have been received by the Full Council nor is there any evidence that the Full Council has had any discussion regarding this decision.

Mr Crewe also commented that he thought that due process was not followed at the time the decision was taken as there appeared to be insufficient discussion of alternative proposals for a name. Mr Crewe complained that it would appear that the Full Council has not had an opportunity to comment on this decision either by receipt of the minutes of the meeting of the 29<sup>th</sup> July 2015 and or by discussing this as a separate agenda item at a subsequent Full Council meeting.

He asked what action would be taken by the Parish Council to ensure they followed their own procedures.

Mr Kennett also disputed the name of the grounds as the Heath Field. He said that historically the land had been known as Buckhannon's Field and had contained the former Denmead Collegiate School.

Ms Samantha Keane said that the young mothers of Denmead had enjoyed access to the field throughout the summer holiday period and were very grateful that the field was accessible to all. She also commented that she was grateful that the fence had remained in place throughout the summer holiday period.

Ms Liz Williams spoke about the agenda item regarding the Community Orchard and said that she was available for any questions from councillors in response to her report.

Mr Kennett asked why all of his comments made at a previous meeting of the Full Council had not been recorded?

He also made further comments about the Council that members considered unhelpful. In response, a Councillor commented that his previous comments had led to a former member resigning from her position as a Councillor.

He then asked why no public meeting had been called by the Council to discuss the Heath Field.

He said that he believed he had made a valid request for one at the last meeting of the Full Council.

He also asked the Chairman of the Council to resign.