



PARISH COUNCIL OF DENMEAD

MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 28th JUNE 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 C Hargreaves	(P)	Cllr A Huntington	(P)
	Cllr N Lander-Brinkley	(P)	Cllr P Langford-Smith	(P)
	Cllr J Morphet	(P)	Cllr N Rusbridger	
	Cllr K Scholey	(P)	Cllr G West	(P)
	Cllr M Willoughby			

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

23/18C Apologies to be received Apologies were received from Cllrs Rusbridger and Willoughby.

24/18C Declarations of Interest Cllr Huntington declared an interest in item 8(f) as she is a director of Deane Interior Solutions Ltd. Cllrs Langford-Smith and Brown declared an interest in item 13(a) as Cllr Langford-Smith is listed in the orders for payment

25/18C Minutes of the previous Meeting: The Minutes of the Annual Council Meeting held on the 17th May 2017 were submitted for approval.

It was RESOLVED that the minutes of the Council Meeting held on the 17th May 2017 be accepted as a true record subject to a minor change being made to description of the Parish Council's continued membership of the West Of Waterlooville Advisory Group.

Cllr Langford-Smith duly signed the minutes.

26/18C 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.

27/18C The Heath Field

(a) Cllr Andreoli reported that the working party are still seeking to understand the legal and planning history of the land. It was also exploring how to best utilise the land for the benefit of the village under the Parish Council's legal obligation to maximise its assets. The options under consideration include, but are not restricted to, open space, cultivation, livestock rearing, sports pitches, building, or realisation of the asset value. The working party has concluded that usage as a burial ground is probably not viable. The working party also discussed whether it is required under the Town and Country Planning (Brownfield Land Register) Regulations 2017 to register all relevant Parish Council owned land as brown field sites. Cllr Andreoli then went through a brief explanation of the ownership history of the War Memorial Hall and the land and properties surrounding it. The Clerk told the meeting that the Parish Council is the Custodial Trustee to the Denmead War Memorial Committee (HP 730750).

28/18C County and District Councillors Reports

(a) C/Cllr Stallard spoke about the austerity measures that Hampshire County Council has had to undertake since 2008. This has meant a reduction in spending since then of 340 million pounds. Cllr Stallard went on to say that there needed to be a further reduction in spending of 140 million pounds by April 2020. In addition central government will also end the provision of the revenue support grant to the County Council. Cllr Stallard said that this will most affect social care (particularly for the elderly) and education. Staffing level reduction has reached the point where the County needs to focus on how it delivers its front line services. One response to this will be a county-wide consultation with the public in order to identify their priorities. Cllr Langford-Smith advised the meeting that for Denmead this would mean that in 2018/19 the Parish Council would receive 50% of the Support Grant

and none in 2019/20 which would mean a loss of income of just under £30000 for 2019/20.

- (b) D/Cllrs Brook and Read sent their apologies. Cllr Stallard spoke about the Gypsy and Traveller site allocations supplementary planning document concerning within the Winchester District Local Plan.

29/18C Vacancies on the Parish Council

- (a) Following the resignation of Mrs Felicity Hull it was **RESOLVED to declare a casual vacancy. 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.**

Cllr Langford-Smith told the meeting that Mrs Hull had been sent a bouquet of flowers in appreciation of her many years' service to the Parish Council.

- (b) The Clerk reported that there had been no applications to fill the current vacancy available for co-option. The Council instructed him to re-advertise the vacancy with a deadline for applications to coincide with the next Full Council meeting on September 6th 2017.

29/18C Youth Provision

- (a) The post of Youth Leader has been advertised and interviews will be taking place on the 11th and 13th July. Cllr Langford-Smith said that there had been a significant number of good quality applicants.
- (b) The Steering Group has completed its work and it was now necessary to agree councillor membership of Youth Club Management Team set up to replace it. Cllr Hargreaves indicated that Mr Stefan Nienaltowski would like to join the Management Team as a community member.

It was RESOLVED that Cllr Huntington be appointed to the Management Team. It was also RESOLVED that Cllr Willoughby and Mr Nienaltowski be asked if they would be prepared to join the Management Team.

The Clerk to the Council would act as the Clerk to the Management Committee. Cllr Langford-Smith commented to the meeting that more community and parent members of the team would be most welcome.

29/18C Village Matters

- (a) West of Waterlooville: Cllr Lander-Brinkley told the meeting that the West of Waterlooville Forum had met recently. At this meeting the members were informed that the new Taylor-Wimpey development now had 501 properties completed and occupied. This figure excludes any numbers from the two elderly care homes within the development. The Grainger development had now reached a total of 300 occupations. Cllr Lander-Brinkley also spoke briefly about the current proposals to develop the gateway at the Grainger development and the proposed link road to join the two developments via a bridge. This link is due to be opened to traffic by the middle of July. Cllr Lander-Brinkley concluded his report by saying that a petition requesting a governance review of the new developments had now been lodged with Winchester City Council. It is hoped that once the review is completed a new parish council will be set up for the residents of the developments within the Winchester City Council boundaries.
- (b) Market Towns Development Officer: Heidi Isa has submitted her resignation and will be leaving the role of Market Towns Development Officer before the end of July. Members were disappointed at this news. A meeting has been set up with Kate Cloud, Head of Economy and Arts at Winchester City Council in order to identify their attitude towards continuing their funding for the post so that it can continue into the future. Councillors were concerned that money already paid towards supporting the current role would not be returned once Heidi left.

It was RESOLVED seek the support of the other parties to the Market Towns Development Officer agreement in order to find ways of continuing the initiative into the future.

- (c) The Great War 100th Anniversary Commemorations 2014-2018: The Clerk introduced correspondence from a local stone mason on a proposal to produce a simple secular memorial to be situated on the Village Green. Cllr Andreoli commented that following his article in the Summer 2017 edition of Denmead Scene, the Parish Office had not received any comments from parishioners. The Clerk was asked to continue to gather ideas from interested parties and to report back to the Parish Council at its next meeting in September 2017.

- (d) A proposal has been received from a parishioner regarding a “Rock in the Park” event to complement the existing “Proms in the Park” event held at the Denmead Community Centre. The Clerk was instructed to speak to the parishioner concerned in order to understand the proposal better.
- (e) Denmead Horticultural Show. The Parish Council agreed to take a plot at the upcoming Denmead Horticultural Show. The Clerk was asked to purchase a new gazebo as the existing one is damaged beyond repair. Cllr Huntington put forward the suggestion of seeking the views of those attending regarding the potential future use of the Heath Field.
- (f) It was noted that the Denmead Village Party (held on Friday June 23rd) was a very successful event. Cllr Langford-Smith said that there were over 300 people in attendance. Deane Interior Solutions Ltd and the South Downs Funeral Service were thanked for their sponsorship of this event.

30/18C Correspondence

- (a) Action Hampshire. Correspondence has been received from Action Hampshire to enquire if there would be support (in principle) from the Parish Council in order to develop a Rural Affordable Housing scheme at Denmead similar to the existing scheme at River End.

It was RESOLVED to support the principle of developing a new scheme in Denmead parish where the homes are prioritised for people with a strong local connection. The partners identified with this piece of work are the Hampshire Alliance for Rural Affordable Housing and Action Hampshire.

- (b) Denmead War Memorial Hall Committee. A letter has been received from the Denmead War Memorial Hall Committee requesting that the Parish Council considers agreeing to a lease of the Heath Field and Car Park to the Denmead War Memorial Hall Committee.

It was RESOLVED to pass the request and associated correspondence to the Heath Field Working Party for it to consider as part of its remit to explore all available options for the future uses of the Heath Field.

- (c) Denmead Swings & Things. Correspondence has been received and replied to regarding the Denmead Youth Club resources and their ownership. Cllr Lander-Brinkley asked to see copies of all the correspondence but was happy for this item to be noted. **Noted.**
- (d) DIS Subscription: This subscription will shortly expire and renewal costs are £90 for the year.

It was RESOLVED not renew the DIS subscription for 2017-18.

- (e) HALC: To receive an invite to the HALC AGM to be held on 4th 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.

It was RESOLVED that councillor attendance at this event be an approved duty.

- (f) Denmead in Bloom. Correspondence has been received regarding the location of a community orchard in Denmead. The suggestion put forward by Denmead in Bloom is for an orchard to be established in a parcel of land that is due to transfer to the ownership of the Parish Council following the development of Carpenter’s Field. The proposal would include the planting of up to 140 trees. Cllr Lander-Brinkley commented that as this was a proposal in principle he would like to see a report passed to the Amenities Committee for its consideration.

It was RESOLVED to seek a report from Denmead in Bloom that explains in detail how they would like to achieve the aim of providing a Community Orchard.

31/18C Southern Parishes Group:

- (a) To note that no meetings of the Southern Parishes Group are currently planned to take place. Cllr Langford-Smith asked the Clerk to enquire when the next meeting was due to take place. **Noted.**

32/18C Communications

- (a) Denmead Scene No 132: Councillors still have concerns about the the delivery of the Denmead Scene. The Clerk said he had raised this issue with the Directory Group and he would email their reply to all councillors for their comments. **Noted.**
- (b) Denmead Scene No 133: The Clerk said that the deadline for articles to be submitted to him was the

28th July 2017. **Noted.**

- (c) HALC Communications Awards 2017: Invitations to enter this competition will be expected soon.

It was RESOLVED to enter the Denmead Scene and the Council's website into the respective competitions for 2017.

- (d) To consider and agree any other matters related to the Denmead Scene. The Clerk was asked to explore other options for delivering the magazine.
- (e) To consider and agree any matters related to the Parish Council's Facebook page. Cllr Huntington commented that there was a mixed response to postings on the Council's FB pages.

33/18C Financial

- (a) Orders for Payment: **Payments of £5,216.95 (including VAT) made since the last orders of payment were APPROVED.**

It was also unanimously RESOLVED that further payments to be considered and detailed on the Orders for Payment (list 4) should be APPROVED in the sum of £13,989.54 including VAT and that receipts of £4,535.40 are noted.

Cllr Langford-Smith took no part in the discussion or vote owing to the fact that an expense claim submitted by her was due to be approved.

- (b) Denmead Parish Council Annual Return – 2016-17:

i) To note that the Internal Auditor has carried out a review of the Accounts for the year ended 31st March 2017 and signed the Annual Internal Audit Report 2016-17 on page 5 (previously circulated) and to note there were no risk areas identified.

The Council NOTED that the Internal Auditor had completed his review of the accounts and completed his audit report.

ii) To approve the Annual Governance Statement 2016/17 - Section 1 of the Annual Return on page 2 (previously circulated) and to authorise the Chairman and Clerk to sign off.

It was RESOLVED that the Annual Governance Statement be APPROVED by the Council.

It was also RESOLVED to authorise the Chairman and the Clerk to sign the Annual Governance Statement (Section 1) of the Annual Return.

iii) To authorise the Chairman to sign the Accounting Statements 2016-17 - Section 2 of the Annual Return on page 3 (previously circulated).

It was RESOLVED to authorise the Chairman and Responsible Financial Officer to sign the Accounting Statements 2016-17 (Section 2) of the Annual Return.

iv) To receive and note the Annual Internal Audit report Section 4 on page 5 (previously circulated) and note that the Risk Assessment on the Financial Systems Internal Controls prepared by the RFO has been signed off by the Internal Auditor and the RFO.

The Council NOTED the Annual Internal Audit (report Section 4) of the Annual Return.

v) To note that the Period for the Exercise of Public Rights - Accounts for the Year ended 31st March 2017 commences on 3rd July 2017 and ends on 11th August 2017.

The Council NOTED this information.

The Parish Council recorded a vote of thanks to Mrs Jennie Hanman, RFO for all of her work in ensuring that the annual Internal Audit was completed without any issues arising.

- (c) Parish Council Investments:

i) To consider the investment of £30,000 currently held in Cambridge & Counties Account number: 15008819 and to consider approving the allocation of the money to a specific Earmarked Fund.

It was RESOLVED to allocate the sum of £30,000 held in the Cambridge & Counties Bank towards the Burial Ground earmarked fund.

This would result in the Burial Ground earmarked fund rising to a total of £82,020.93.

A sum of £11,775.34 within the Burial Ground remains un-earmarked.

ii) To consider placing the sum of £30,000 currently held in the 2017-18 Budget under cost code 5251 (Provision for loss of precept from WOW Parish Council) into a short-term investment fund.

It was RESOLVED to ask the RFO to invest the sum of £30,000 under cost code 5251 (Provision for loss of precept from WOW Parish Council) into a short-term investment fund.

34/18C **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 accept the Minutes, Reports, Recommendations and Resolutions of the following committee meetings:-

- (a) Amenities Committee – Minutes 3rd May 2017.
- (b) Finance, Administration & Personnel Committee – Minutes 26th April 2017.
- (c) Highways & General Purposes Committee – Minutes 12th April 2017.
- (d) Planning Committee – Minutes 19th April & 10th May 2017.

35/18C **Parish Representation on other bodies and organisations**

- (a) Church: Cllr Morphett reported that Rev Emma Racklyeft hoped to have some involvement in the proposal to provide a new War Memorial on the Village Green. Cllr Langford-Smith agreed to set up a meeting.
- (b) Denmead Community Association: Cllr Andreoli reported that the DCA Management Committee were unhappy that the Five Year Electrical Testing requirement would not be paid by the Parish Council.
- (c) Winchester District Association of Local Councils: Nothing to report
- (d) Hambleton and Denmead Welfare & Educational Trust: Nothing to report.

There being no further business, the Chairman declared the meeting closed at 9.56pm

The next Council Meeting is on Wednesday 6th September 2017

PUBLIC SESSION
Full Council Meeting – 28th June 2017

Mrs Cathy Caine of Ashling Gardens (Chair, Denmead War Memorial Hall Committee) spoke about the Heath Field to the rear of the Memorial Hall and Car Park. She voiced concerns about its future.

She asked the following questions in the form of options for the short-term and the longer term and decision making processes.

Short term issues

If the Parish Council wants to increase public access why did they not put up a sign when this was first discussed in February 2017?

Why hasn't the Parish Council approached the Denmead War Memorial Hall Committee to remove the council's sign on the Hall that states it is private ground?

Why did the council representatives not raise the removal of the sign with the Denmead War Memorial Hall Committee at its AGM in April as a pertinent matter?

If the removal of the fence was already on the agenda under the Landscape Working Party, why was this not raised by council representatives at Denmead War Memorial Hall AGM when the repair of the fence was mentioned?

The Denmead War Memorial Hall Committee has sent two letters with proposals, to fence the field with a gate that is visible from the road with signs inviting access, one requesting consideration of a lease so there are no ongoing costs to the council.

What are the Parish Council's views on these proposals? What reoccurring costs does the council incur?

Has the Parish Council carried out a risk assessment in respect of removing the fence, when did this take place and what were the findings?

Will a risk assessment be carried out? If so, a request is made for a representative of Denmead pre-school is present and able to inform that risk assessment.

Longer Term issues

What caused the Parish Council to start the working party?

Why did the Parish Council representatives not raise this with Denmead War Memorial Hall Committee at the AGM in April as a pertinent matter?

Was consideration given to representative of Denmead War Memorial Hall committee being invited onto the working party?

What are the criteria for the best use of the field?

There is reference to the aims and objectives of the council. How have residents been consulted about these aims and objectives?

What are the council's aims and objectives and what residents were consulted about these?

How will the Parish Council consult residents about options for the field?

How will the views of residents put forward in the neighbourhood plan consultation in 2014 for building on the Heath Field be taken into consideration?

Decision making processes

What is the council's approach in respect of the Good Councillors guide and does this guide the conduct of council business?

What is the procedure for advising residents of business to be discussed and on which decisions will be made at committees?

Why did the council not inform Denmead War Memorial Hall Committee of the considerations around starting a working party and removing the fence at the Denmead War Memorial Hall AGM or before, when it would clearly be of direct impact on residents who are the main users of the Hall?

Mr Darren Phillips of Heathfield Hambledon Road spoke briefly asking when the grounds were renamed as the Heath Field. He said this could be confusing for people as the two properties are not linked. He would not support greater public access to the field and he was against the removal of the sign on the Memorial Hall that indicated that the grounds were only available to hirers of the Hall. He was not happy with the field being used on a daily basis.

Mr Ron Kennett of Park Road criticised the Parish Council's decision to remove the fence between the grounds and the Car Park. He said that dog and dog owners using the field would spoil it. He also spoke about the fact that there was now a right of way into the Car Park from Hambledon Road.

He also called for a public meeting to be held at the Memorial Hall to discuss the future of the Heath Field. Mr Pierre Hall of Ashling Gardens agreed with this proposal.

Mrs Caine spoke again to express her concerns regarding the effect the removal of the fence between the Car Park and the Heath Field would have upon the future of the Play School especially with the great access made for dogs and dog walkers

Mr Julian Crewe of Chestnut Close agreed with this assessment and said there were plenty of other places in the village for dog walkers to use.

Mrs Gill Marks of The Orchard (Denmead Pre-School) said that her organisation only accepted the need for the fence to be removed under duress and said that the play school would prefer the existing fence to remain or be repaired.

Mr Pauline Jones of The Heath said that removing the fence would inevitably result in an accident if a child from the pre-school wandered into the Hambledon Road.

Mr Tony King of Bere Road asked why the Parish Council would want to take the fence down. This not only encourages dog walkers but would also risk an unauthorised traveller encampment being set up.

Mrs Sue Thomas of Ashling Gardens said that those wishing to have public use of the Heath Field may do so. Those wishing to have exclusive use are charged for the privilege and there has been one instance recently where this happened with another booking due to happen soon.

Mrs Thomas concluded by saying that it has often been the case that hall hirers have had no objection to others using the grounds at the same time.