

Stockbridge Parish Council



MINUTES OF THE PARISH COUNCIL MEETING

held on Thursday 15th November 2018 at Stockbridge Town Hall

Duration of meeting : 7.35 pm – 9.33pm

Present:

In the Chair	Parish Councillor Richard Foord
Parish Councillors	Alyson Lownie (Vice Chairman), Frances Candler, James Leslie, Russell Jackson, Angie Filippa, Richard Hills, Derek Hallé and Stephen Taylor
County & Borough Councillor	Hampshire County Councillor Andrew Gibson
Members of the public	39 members of the public were in attendance at the beginning of the meeting
The Clerk	Michael Mortimer

Minute No	Agenda Item and Minutes	ACTION
141	<p>Agenda Item No 1 – Apologies for Absence</p> <p>Apologies were received from Parish Councillor Sally Smith and Test Valley Borough Councillor Peter Boulton</p>	
142	<p>Agenda Item No 2 - Declarations of Interest</p> <p>The Chairman Cllr Richard Foord asked Councillors to declare any interests they may have in relation to items on the agenda for this meeting. None were made.</p>	
143	<p>Agenda Item No 3 - Chairman’s enquiry of those attending the meeting as to whether anyone wanted to record the meeting.</p> <p>An attendee of the meeting gave notice of the intention to record the meeting.</p>	
144	<p>Agenda Item No 4 - The role of Test Valley Borough Council’s Monitoring Officer.</p> <p>The Clerk reminded Parish Councillors and members of the public attending the meeting of the procedures that are to be followed in respect of allegations of misconduct by Parish Councillors, more especially as it had been reported that some Parish Councillors and members of the public have been the subject of malicious rumours. If anyone considers that a Parish Councillor has breached the Code of Conduct, which is published on the Parish</p>	

	<p>Council's website, they should report their allegations/concerns to the Monitoring Officer of Test Valley Borough, whose contact details are available on TVBC's website.</p> <p>The Clerk stated that any continuance of unfounded rumours being made would not be tolerated, whereby the Parish Council would take action, if necessary, to prevent its reputation or those of its members from being sullied/brought into disrepute.</p>	
145	<p>Agenda Item No 5 - To approve minutes of the meeting held on 18th October 2018 and the amended minutes of the meeting of 20th September 2018.</p> <p>RESOLVED: It was resolved unanimously that the minutes of the Parish Council's meeting held on 18th October 2018 and the amended minutes of 20th September 2018 meeting were an accurate record of the proceedings, the Chairman therefore signed the minutes accordingly.</p>	
146	<p>Agenda Item No 6 - Matters arising from the minutes of 18th October 2018</p> <p>It was decided that any matters arising could be dealt with during the course of the meeting</p>	
147	<p>Agenda Item No 7 - Public participation</p> <p>No items were raised by members of the public who were in attendance at the meeting.</p>	
148	<p>Agenda Item No 8 - Borough Councillor's reports</p> <p>None received in advance of the meeting or given at the meeting.</p>	
149	<p>Agenda Item No 9 - County Councillor's report</p> <p>Hampshire County Councillor Andrew Gibson reported on the continuing financial savings that the County Council were having to make to achieve a balanced budget and that there were no bus cuts planned for the Stockbridge area.</p> <p>Cllr Andrew Gibson advised attendees about the launch of the County Council's Parish and Town Council Fund, which is being set up in partnership with HALC. The fund was launched on 10th November 2018.</p> <p>Cllr Andrew Gibson advised that it is proposed that there will be three themes on which organisations can apply for funding, all of which look to support new, innovative and sustainable proposals:</p> <ul style="list-style-type: none"> (a) enhancing existing or providing new infrastructure which supports their communities, such as community centres (b) new schemes or projects which allow communities to be more resilient, for example, tackling social isolation or in the management of their green open spaces, (c) funding training to support local community members to 	

	<p>deliver services in the area, such as maintaining rights of way.</p> <p>He also advised attendees of news from Test Valley School that the school was proposing to fill in the outside swimming pool due to continuing financial pressures. It is understood that the Leader of Test Valley Borough Council was prepared to provide some financial support to keep the facility operational.</p> <p>Mention was made as to what facilities at the School had been financed by Lottery funding and were therefore potentially community facilities such as the Sports Hall.</p> <p>Parish Cllr James Leslie inquired as to whether any current running costs were known for the pool. It was considered that the swimming pool at the Test Valley School could be a potential applicant for funding from the County Council's Parish and Town Council Fund.</p>	<p><i>The Clerk will liaise with HCC Cllr Gibson and Test Valley School and TVBC</i></p>
150	<p>Agenda Item No 10 - Police/PCSO report</p> <p>No report received in advance of the meeting or given at the meeting.</p>	
151	<p>Agenda Item No 11- Community Planning</p> <p>Parish Cllrs Frances Candler, Angie Filippa and Stephen Taylor had been asked by other members of the Parish Council to investigate the various aspects of Community Planning by the formation of a Working Group. For this meeting, the Group had arranged for Sarah Hughes of Test Valley Borough Council's Planning Department to give a presentation on the current planning policy framework for Stockbridge.</p> <p>Sarah Hughes gave a comprehensive presentation on the various aspects of community planning and what potential options are available for a community such as Stockbridge to have input /influence over planning policy in their locality.</p> <p>Sarah Hughes is to make her presentation available and it will be uploaded to the parish Council's website in due course.</p> <p>After the presentation, Parish Cllr Stephen Taylor invited attendees to ask questions of Sarah Hughes.</p> <p>Questions and comments were made by the following whose names were given:</p> <p>Alex Lawrence, Roger Tym, Kim Candler, Jean Boney together with Parish Cllrs Richard Foord, Richard Hills, Angie Filippa and Frances Candler.</p> <p>The comments made and questions posed covered a wide range of topics to include the possible costs and time of preparing a neighbourhood plan, the existing village Design</p>	

Statement, current land supply, who adjudicates in respect of the acceptance of a neighbourhood plan, referendum for acceptance, how long does a neighbourhood plan last for, the uniqueness of Stockbridge.

Sarah Hughes was thanked for her time and presentation. After the question and answer session, Members of the Parish Council returned to the agenda to consider:

- (i) **Terms of Reference for the Community Planning Working Group.** A discussion took place between members with the consensus being that there was an imperative for the Group to canvass a wide range of views and be open minded. Although some members had expressed concern about formal terms of reference being formulated, it was considered that overall it would be beneficial to set down some terms of reference in order to set down parameters for the Group's work.
- (ii) **To ask the working group to report back to council on options to enable the Parish Council to best influence the future planning policy framework for Stockbridge**
- (iii) **Authority being sought by the Working Group to consult with the wider community by co-opting up to 3 from the community**

Members considered and discussed (ii) and (iii) together with an agreement and a resolution that the Working Group should comprise 3 Parish Councillors and up to 3 members of the Community. Anyone who was interested in joining the group was urged to put their name forward. The business community was encouraged to put names forward too.

Resolved: To formally establish a Community Planning Working Group comprising of 3 parish councillors – Councillors Frances Candler, Angie Filippa and Stephen Taylor together with up to 3 members of the community.

It was agreed that co-opted members should be open minded individuals rather than representatives of any single issue group. However membership of an organisation should not preclude anyone from being co-opted and that co-opted members should represent a balance of interests within Stockbridge. Jean Boney – Chair of SOS Stockbridge sought to intervene by reporting that the vast majority of SOS were local. See footnote at the end of this section on this matter.

Parish Councillor members of the Working Group would report back to the next meeting on the progress that had been made to co-opt three members of the community to the Working Group.

Footnote: *Subsequent to the meeting, Jean Boney - Chair of SOS advised that of the 184 people on the SOS database, 157 lived in the village.*

152	<p>Agenda Item No 12 - Clerk's Report</p> <p>The Clerk had nothing to report that was not already to be covered on the Agenda.</p>	
153	<p>Agenda Item No 13 – Planning matters</p>	
	<p>(a) Planning Applications The Clerk reported that no new planning applications had been received since the last meeting.</p>	
	<p>(b) Tree work applications The Clerk reported that a no new tree work applications had been received since the last meeting.</p>	
	<p>(c) Planning decision notifications The Clerk reported that no new planning decision notifications had been received since the last meeting.</p>	
	<p>(d) Tree work decisions The Clerk reported that no new tree work decision notifications had been received since the last meeting</p>	
	<p>(e) Planning appeals The Clerk reported that no new notifications had been received in respect of any planning appeals since the last meeting.</p>	
	<p>(f) Planning appeal outcome notifications The Clerk reported that no new notifications of any planning appeal outcomes had been received since the last meeting</p>	
	<p>(g) Enforcement action notifications None received</p>	
	<p>(h) Other planning matters None</p>	
154	<p>Agenda Item No 14 - Stockbridge Christmas –</p> <p>Parish Cllr Alyson Lownie had provided members with a series of reports that had kept them updated on developments in an effort to ensure that some form of Christmas Lighting was provided on the High Street this year. The latest report showed that £3,460 had been pledged by various individuals and organisations towards the cost of providing, erecting and de-rigging the lights. At the time of the meeting, the most recent quote for supplying some additional lights, storing them, erecting and derigging the lights was £ 3,596 inclusive of VAT. The Parish Council could reclaim the VAT.</p> <p>Additional insurance costs are £10.12 inclusive of IPT. Given the pledges made and quoted costs, it was resolved unanimously that the Parish Council should proceed to facilitate this year's Christmas lights, make a grant of £500 and underwrite the costs as outlined above.</p> <p>Thanks were conveyed to those, who had made donations to include the following:</p> <p>Stockbridge Community Cinema</p>	

	<p>Stockbridge Town Hall Trout 'n About The Hub</p> <p>Stockbridge Christmas has passed ownership of the existing lights to Stockbridge Parish Council together with the residual funds of £260. Special thanks to Parish Cllrs Alyson Lownie and Richard Foord, Paul Kidd, Kim Candler, Sophie Walters, David Burnfield, and Derek Smith for all their time and work to ensure that the Stockbridge will once again benefit from Christmas Lights.</p>																			
155	Agenda Item No 15 - Finance																			
	<p>Members were provided with a schedule of payments and a monthly summary financial statement that had been prepared by the Clerk/ Responsible Financial Officer (RFO). The payment schedule set out details of payments that had been made since the last meeting and previously authorised together with details of payments that required authorisation, which were as follows:</p>																			
	<table border="1"> <thead> <tr> <th>Payee</th> <th>Payment details</th> <th>Amount of payment £</th> </tr> </thead> <tbody> <tr> <td>Test Valley School</td> <td>Prize</td> <td>25.00</td> </tr> <tr> <td>Michael Mortimer</td> <td>Clerks Salary & Expenses</td> <td>866.03</td> </tr> <tr> <td>HMRC</td> <td>Clerks NI & Tax</td> <td>48.09</td> </tr> <tr> <td>Stockbridge Town Hall Trading Co</td> <td>Hall Hire (Oct)</td> <td>22.00</td> </tr> <tr> <td>TOTALS</td> <td></td> <td>961.12</td> </tr> </tbody> </table>	Payee	Payment details	Amount of payment £	Test Valley School	Prize	25.00	Michael Mortimer	Clerks Salary & Expenses	866.03	HMRC	Clerks NI & Tax	48.09	Stockbridge Town Hall Trading Co	Hall Hire (Oct)	22.00	TOTALS		961.12	
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	<p>The above payments were authorised with the respective invoices being initialled by two authorised members. The Chairman signed a copy of the monthly financial statement.</p> <p>The Clerk reminded members that a first draft of next year's proposed budget would be made available at the next meeting before the budget was finalised at the January 2019 meeting.</p>																			
156	Agenda Item No 16 – Reports																			
	<p>Reports on the following were made :</p> <p>(a) Highways – Cllr Alyson Lownie supplied members with a comprehensive written report prior to the meeting which outlined the outcomes of the Traffic Working Group that met on 8th November to include preparation for a meeting with Hampshire Highways, when it would be proposed that Stockbridge be considered for an exception to the proposals in the Decision Report of 29 October 2018 and that Stockbridge should have a minimalist, soft option parking programme. Other items covered in the report were in connection with a proposed survey of traders, attendance at TVBC's Transport Forum, the purchase of additional brackets for the speed indicator device, potential additional poles for the device and progress in respect of the village gateways. Parish Cllr Richard Hills fed back some of the comments that he had received in his role as business liaison member. Members noted the work of the Traffic Working Group with thanks.</p>																			

- (b) **Flood Working Party** – Cllr Richard Foord had nothing to report.
- (c) **War Memorial** - Cllr Richard Foord updated members on the current situation in that he had established contact with the Conservation Officer at TVBC and would be asking Roger Tym if he could once undertake the obtaining of the requisite planning and listed building consents. Subsequent to the meeting, the Clerk has confirmed that Roger Tym will very kindly undertake the requisite work and discussions with TVBC to progress matters. The Parish Council will pay the planning fees direct to TVBC.
- (d) **Community matters** – Cllr James Leslie had provided a written report prior to the meeting which included details of his attendance at the Hampshire Association of Local Councils AGM on 10th November 2018 with the Hampshire Police & Crime Commissioner being a speaker. Cllr James Leslie reiterated what County Cllr Andrew Gibson had said about the launch of Hampshire County Council’s Parish and Town Council Fund. Cllr James Leslie also enquired as to whether Stockbridge had a village agent. Subsequent to the meeting Cllr Sally Smith has provided details of the village agent to Cllr James Leslie.
- (e) **Environmental matters** – Cllr Alyson Lownie gave a report to include her efforts to try and secure the services of someone to undertake the weed cutting in the carrier stream.
- (f) **Governance** – Cllr Alyson Lownie and the Clerk had nothing to report under this item.
- (g) **Business Liaison & Rural Industry** - Cllr Richard Hills had circulated his written report to members prior to the meeting which included details of the businesses he had talked to and their concerns, which included parking, the increase in coffee type shops leading to increased pressure on car parking, all day parking by “commuters”, blocking of the Co-op loading bay, lack of cleaning of roadside gutters and the removal of the bin near to the Woodfire restaurant
- (h) **Lengthsman work in Stockbridge** –Cllr Angie Filippa had nothing to report but was looking for suggestions from members as to any work that is required. Cllr Richard Foord asked for the vegetation to be cut back from the pavement edge near the school and school warning lights.
- (i) **Lengthsman Scheme Administration** – Cllr Alyson Lownie had provided members with her usual written report before the meeting which detailed expenditure and residual funds by Parish to date.
- (j) **Cemeteries** – Cllr Alyson Lownie had provided members with her usual written report before the meeting which detailed income and expenditure. Her report also included photographs to show all the hard work the groundsman had put in at both cemeteries. Cllr Alyson Lownie advised members that the groundsman was seeking an increase in his hourly charging rate. The Groundsman was seeking a substantial 28% increase. Members authorised an initial offer to increase the Groundsman’s rate by 11% to reflect his increased costs and he had no increase in his hourly rate for 2 years but if necessary to settle at a 19.5% increase.

The Clerk is to make enquiries of TVBC to ascertain if a replacement bin could be provided.

	<p>Cllr Alyson Lownie also drew members attention to the condition of the driveway up to the Winton Cemetery and that there will be a necessity to undertake re-surfacing/repair works. Cllr Richard Foord is to look at the condition of the driveway.</p> <p>(k) Parish Council website – The Clerk advised members that he will be reporting back at the next meeting on what will be potentially required to upgrade the Parish Council’s website and provide individual e-mail Parish Council addresses.</p> <p>(l) Trout ‘n About - As Cllr Sally Smith was not in attendance at the meeting, no report was available.</p> <p>(m) Town Hall Liaison - As Cllr Sally Smith was not in attendance at the meeting, no report was available.</p> <p>(n) Feedback from Councillors, who have attended training or other events since the last meeting. Cllr James Leslie gave a brief resume of the Planning Enforcement workshop that he and some other members had attended which had been organised by TVBC.</p>	
157	<p>Agenda Item No 14 - Correspondence</p> <p>Correspondence in the form of e-mails and other items received are circulated to members on receipt. Any items requiring a formal response or further consideration will be itemised under this agenda item.</p> <p>The following correspondence, which has been received since the last meeting requires further consideration:</p> <p>(a) E-mail from HCC – Highway lighting section is enquiring whether Parish Councils that have responsibility for street lights would like to join a cost saving initiative led by the County Council to switch off some residential street lights from 01:00 to 04:00. Estimated costs savings of 15 – 20%</p> <p>(b) TVBC’s draft Landscape Character Assessment study – response required from the Parish Council</p> <p>(c) NALC Legal Topic Note – revisions to local government general powers (October 2018)</p> <p>(d) E-mail received from Test Valley School asking whether the Parish Council would continue to sponsor a prize. £25 being the requested amount.</p>	<p><i>The Clerk is to ascertain which actual lights Stockbridge PC is responsible for and could they be turned off without affecting safety and security.</i></p> <p><i>Resolved to sponsor a prize for Test Valley School</i></p>
158	<p>Agenda Item No 15 – Potential agenda items for the next Parish Council meeting</p> <p>Councillors were asked if they had any items which they would like to see included on the agenda for the next Parish Council meeting, which will be on Thursday 13th December 2018.</p> <p>No suggestions were forthcoming</p> <p>The Chairman thanked those for attending and closed the meeting at 9.33pm</p>	

These minutes were approved by the Parish Council at its meeting on Thursday 13th December 2018 and signed by the Chairman Cllr Richard Foord. A signed hard copy is kept in the Parish Council's minute book.