

Stockbridge Parish Council



MINUTES OF THE PARISH COUNCIL MEETING

held on Thursday 18th October 2018 at Stockbridge Town Hall

Duration of meeting : 7.35 pm – 9.13pm

Present:

In the Chair	Parish Councillor Richard Foord
Parish Councillors	Alyson Lownie (Vice Chairman), Frances Candler, Sally Smith, James Leslie, Richard Hills, and Derek Hallé
County & Borough Councillor	None were in attendance
Members of the public	46 members of the public were in attendance at the beginning of the meeting
The Clerk	Michael Mortimer

Minute No	Agenda Item and Minutes	ACTION
118	Agenda Item No 1 – Apologies for Absence Apologies were received from Parish Cllrs Russell Jackson and Angie Filippa	
119	Agenda Item No 2 - Declarations of Interest Parish Cllrs Sally Smith & Frances Candler in respect of Item 11 (a) Manor Farm Cottage	
120	Agenda Item No 3 - Chairman's enquiry of those attending the meeting as to whether anyone wanted to record the meeting. The Chairman made a formal announcement enquiring as to whether any attendee wanted to record the meeting. One attendee responded that she was proposing to record the meeting. Other attendees were made aware of this.	
121	Agenda Item No 4 - To approve minutes of the meeting held on 20th September 2018 The Chairman Cllr Richard Foord requested that some personal details recorded in the minutes should be amended in respect of the declaration of interest that he had made. Amended minutes will be prepared for approval and signature at the November meeting.	<i>The Clerk is to amend the 20th September 2018 minutes accordingly</i>

122 Agenda Item No 5 - Matters arising from the minutes of 20th September 2018

It was considered that any matters arising could probably be dealt with during the course of the meeting.

123 Agenda Item No 6 - Public participation

The Chairman reminded those who wished to speak that the whole public participation session was limited to 15 minutes and each speaker was only permitted to speak once and for a maximum of 3 minutes.

Alex Lawrence made a detailed statement on behalf of Save our Stockbridge (SOS) in respect of the McCarthy & Stone consultation. He contended that, in his opinion, the analysis and results of the consultation prepared by the Parish Council contained erroneous statements and mistakes. He had previously supplied full details of his analysis to all councillors and invited councillors to make comment or ask any questions. A point he felt that needed to be stressed was these results are in response to the McCarthy and Stone development only, and should not be mistaken, or used to represent the community's views on future development in Stockbridge. He also requested that for posterity, his analysed results are included in this evening's meeting minutes.

Jean Boney enquired as to why the Community Planning item was not on the Agenda. She added that there were many people at this evening's meeting who had made a special effort to attend and had not been informed that there was no community planning item. The Clerk advised Jean Boney that a participant in the Community planning item was only able to attend the November meeting. This news had only been received by the Clerk on 9th October.

Parish Cllrs Alyson Lownie and Frances Candler took the opportunity to intervene at this point in the meeting to advise other Parish Council members and attendees what was now proposed in respect of Community Planning, which included the establishment of a Parish Council Working Group comprising initially of Cllrs Frances Candler and Angie Filippa. Other members of the Parish Council and representatives from the Community would be invited to join the Working Group.

Cllr Frances Candler drew attendees attention to the TVBC community planning toolkit and the various options that could be available in respect of community planning.

Roger Tym urged the Parish Council to consider its proposed actions very carefully in respect of any community planning, more especially as the existing planning settlement boundary for Stockbridge is already pretty tightly drawn to reflect its surroundings and environment.

Cllr Frances Candler is to co-ordinate further work in respect of community planning to include the co-option of community representatives to work alongside Parish Councillors with a view to the matter being brought back to the Parish Council at its November meeting.

124 Agenda Item No 7 - Borough Councillor's Reports

No Borough Councillors were in attendance nor had any reports been received.

125 Agenda Item No 8 - County Councillor's Report

No County Councillor was in attendance nor had any report been received.

126 Agenda Item No 9 - Police/PCSO report

No Police representative was in attendance nor had any report been received.

127 Agenda Item No 10 – Clerk's Report

The Clerk reported on the following:

- (i) That McCarthy & Stone and Frobisher Developments had been formally notified of the Council's resolution from its 20th September 2018 meeting in respect of a potential redevelopment of the Old Police Station and Coppernobs,
- (ii) ROSPA inspection ordered
- (iii) Wreaths ordered
- (iv) Clerk's change of address
- (v) Next year's budget preparation will have to start in November

128 Agenda Item No 11- Planning

11 (a) Planning Applications

Members considered the following planning application which had been submitted to TVBC:

TVBC Ref: 18/02509/FULLN
Address: Manor Cottage Winton Hill Stockbridge SO20 6HL
Application Full
Type
Application for First floor side and rear extension to provide additional bedroom and en-suite, and new external door with foot bridge to garden

Members had considered the various drawings and plans that accompanied the planning application

Resolved: That the Parish Council resolved unanimously that it had no objection to this application.

ACTION: The Parish Clerk is to convey the Parish Council's views to TVBC Planning Department

11 (b) Tree work applications

No new applications since the last meeting

11 (c) Planning decision notifications

The following planning decision notifications had been received and were noted:

- (i) TVBC Ref: 18/02138/FULLN
Address: 23 Trafalgar Way Stockbridge SO20 6ET
Application for Erection of a replacement garage with home office, single storey extension, pergola to rear and associated external works including 2no new bridges over watercourse
Decision PERMISSION subject to conditions & notes

- (ii) TVBC Ref: 18/01419/OUTN
Address: Land North Of Junction Of A30 And A3057 Leckford Lane Stockbridge
Application Type Outline
Application for Erection of eight two bedroom semi-detached chalet bungalows in four blocks of two with access drive and car parking
Decision WITHDRAWN

11 (d) Tree work decisions

No notifications received of any tree work decisions that have been made in respect of applications in the Parish since the last meeting.

11 (e) Planning appeals

No notifications of any new planning appeals having been lodged in respect of planning or enforcement matters

11 (f) Planning appeal outcome notifications

No notifications of any planning appeal outcomes in respect of appeal cases in the Parish

11 (g) Enforcement action notifications

None

11 (h) Other planning matters

(i) Anaerobic Digester – Sparsholt College. The Clerk advised Members that he had circulated the response letter which had been received from the Chairman of the Governors of Sparsholt Parish Council after Sparsholt Parish Council had submitted a joint letter. Stockbridge PC was a signatory to the joint letter.

(ii) Any follow up items in respect of the McCarthy & Stone consultation – nothing that had not already been covered earlier in the meeting.

(iii) Any other planning matters – Cllr Frances Candler raised the matter of her own tree works notification that had been submitted and acknowledged by TVBC (Application no 18/02452/TREEN, registered 18 September 2018) but the Parish Council had not been notified of it or had an opportunity to comment on it. On 15th October TVBC advised Cllr Frances Candler that it had no objections to the proposed works being undertaken. Cllr Frances Candler was concerned that it might appear that her application had not been scrutinised by the Parish Council. Other members of

the Parish Council stated that if they had had an opportunity to review the application, they would not have objected to the proposed works.

129 Agenda Item No 12- War Memorial

The Chairman Cllr Richard Foord advised members that no progress had been made in trying to contact TVBC's Conservation Officer to establish that the proposed remedial works would be acceptable to obtain listed building consent. The Clerk and the Chairman would continue to try to establish contact with the Conservation Officer and then to pursue a grant application from the War Memorials Trust.

In the meantime, the Parish Council thanked Kim Candler and others for their work to create a temporary structure on the War Memorial for the Armistice Day commemorations on 11th November.

130 Agenda Item No 13- Stockbridge Christmas

Cllr Alyson Lownie had prepared a detailed report in respect of a meeting that both her and the Chairman Cllr Richard Foord had attended on 17th October with other interested parties representing various groups and individuals who wanted to continue with some form of Christmas lighting in the High St.

It was agreed that the Parish Council would act as co-ordinator for the 2018 Christmas lights and it was then proposed that the matter of the Christmas Lights going forward would be the subject of a more formalised arrangements with further discussions taking place in the New Year to try and establish some form of group/organisation to take the event forward in subsequent years. In the meantime an ad hoc Working Group would be established for this year's event. It was agreed that an upper limit of £3,000 was to be set in respect of expenditure with at least £2,500 coming from traders and other donations; with the Parish Council contributing it's already pledged £500 per year donation.

It was also agreed that the Parish Council would insure the lights and seek to provide liability cover for the putting up and taking down of the small Christmas trees on individual properties on the High Street if this was possible and at a reasonable cost. It was proposed that a quotation should be obtained from Icthus, a reputable local electrical contractor for the installation and de-rigging of the trees and uplighters. In the past this contractor had installed, stored and tested the lights when they were in the ownership of Stockbridge Christmas. It was agreed that any remaining funds held by the existing Stockbridge Christmas would be transferred to the Parish Council. It is understood that about £360 was to be transferred.

Action: Parish Clerk to liaise with the Parish Council's existing insurance broker to obtain cost quotations for the additional insurance cover

Members of the Parish Council agreed that because time was of the essence, consultation and agreement of expenditure within the existing limits could be undertaken by e-mail. However any expenditure over and above the £500 already assigned to the Christmas Lights by the Parish Council would have to be referred back to a full Council meeting.

The Clerk advised members subsequent to the meeting that although pledges of donations had been made, the Parish Council would in effect be underwriting the full cost of the Christmas lights until the pledges turned into actual “cash received”.

131 Agenda Item No 14 - Armistice centenary commemorations

The Chairman Cllr Richard Foord advised members of discussions which he had with the National Trust in respect of this event. He confirmed that the Community Bus would be available from about 5.30 to ferry people up to and back down from the Down. Car parking and turning arrangements were discussed. Although it would have been nice to offer some catering facilities at the event and perhaps raise some additional funds, no outside caterer or volunteers could be found in time to provide a facility.

132 Agenda Item No 15 - Finance

15(a) Members were provided with a schedule 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:

Payment date	Payee	Payment details	Amount £
02/10/2018	Richard Wheeler	Lengthsman (Aug Invoice)	1,067.50
05/10/2018	Stockbridge Town Hall Trading	Room Hire	69.00
Sub-total			1,136.50
<i>Payments to be authorised at this meeting</i>			
19/10/2018	SSE	Milsoms Light	36.21
19/10/2018	Andrew Crossley	Cemetery	216.00
19/10/2018	Richard Wheeler	Lengthsman	1,286.25
19/10/2018	Hampshire County Council	Streetlighting	572.54
19/10/2019	Michael Mortimer	Clerks Salary & Expenses	409.10
Sub-total			2,520.10
TOTAL PAYMENTS MADE & TO BE MADE			3,656.60

133 15(b) To receive and approve the monthly financial statement

The Clerk/ Responsible Financial Officer (RFO) produced a monthly financial statement which unfortunately contained an error in respect of Lengthsman Funds held. Cllr Alyson Lownie is to provide the Clerk with a correct figure and the Clerk will insert the correct figure and represent an amended statement for October 2018 at the next meeting.

An updated expenditure v budget estimate had been provided to members prior to the meeting

134 15 (c) Clerks hours for September

This matter was considered after item 18

135 **Agenda Item No 16 – Reports** - to receive reports in respect of the following:

(a) Highways – Cllrs Alyson Lownie

Cllr Alyson Lownie had provided members with a comprehensive written report prior to the meeting, which advised members about the Traffic Working Group's meeting of 8th October 2018 when discussions were had in respect of parking, a forthcoming meeting with Hampshire Highways, potential use of the community bus as a park and ride services for businesses and additional locations for the positioning of the speed indicator device.

The Report also advised that two members of the community had volunteered their services to the Traffic Working Group. The Group had co-opted Alex Lawrence to their number.

Designs for the new village gateways should soon be available. Cllr Richard Hills enquired about putting new/additional markings on the road to better delineate parking spaces. Cllr Alyson Lownie referred to the 2013 parking survey and previous work/studies to potentially alter the on street parking arrangements which had not come to fruition or been possible.

(b) Flood Working Party – Cllr Richard Foord

Nothing to report

(c) Community matters – Cllr James Leslie

Nothing to report

(d) Environmental matters - Cllr Alyson Lownie

Cllr Alyson Lownie had provided members with a written report prior to the meeting, which drew member's attention to fact that no volunteers had come forward to maintain the flower bed. It was proposed to ask the cemetery groundsman to undertake work to the flower bed between March and November.

Members were advised that Virgin Media were beginning the sign up of potential users in the village. Cllr Alyson Lownie was going to enquire whether Virgin media were a participant of The Nationwide Gigabit Broadband Voucher Scheme (GBVS), which could potentially provide residents and businesses with a financial contribution towards the cost of connecting to superfast broadband.

Subsequent to the meeting Cllr Alyson Lownie confirmed that Virgin Media were not a participant in the GBVS scheme.

Cllr Alyson Lownie reported that Cllr Angie Filippa had had conversations with traders about items on the pavement outside their premises in that the problems associated with potential obstructions of the pavement were becoming more prevalent. The Clerk will raise the matter with TVBC as planning and licensing authority.

Cllr Alyson Lownie advised members that she had made enquiries of Sparsholt College to see could suggest someone who might be willing to undertake weed cutting of the carrier streams.

(e) Governance – Cllr Alyson Lownie & The Clerk

Nothing to report

(f) Business & Rural Industry - Cllr Richard Hills

Cllr Richard Hills had provided members with a written report before the meeting. He provided details of the businesses he had visited/talked to in the last two months. Topics raised by businesses included car parking, blocked gutters and drains, lack of litter bins and disruption/drop in trade during the Virgin Media works.

(g) Lengthsman Scheme – Cllr Angie Filippa

Cllr Frances Candler advised members that she had now fully handed over responsibility for this matter to Cllr Angie Filippa. Due to Cllr Angie Filippa's non availability for this meeting, no report was available.

(h) Lengthsman Scheme Administration

Cllr Alyson Lownie had provided her usual tabular report showing the spend to date by each Parish and the total amount that Stockbridge Parish Council is holding on account for all parishes in the Lengthsman scheme which Alyson Lownie administers.

(i) Cemeteries – Cllr Alyson Lownie

Cllr Alyson Lownie had nothing of significance to report

(j) Parish Council website – The Clerk

The Clerk would seek to progress matters in respect of the potential provision of individual councillor e-mail accounts.

(k) Trout 'n About - Cllr Sally Smith

Cllr Sally Smith advised that the allocation process for donations was under way whereby there was a recommendation that the Parish Council would again be a recipient of a donation

(l) Town Hall Liaison – Cllr Sally Smith

Cllr had advised the Clerk by a note that the air conditioning unit in the Hurford Hall is installed and is now fully operational.

136 Agenda Item No 17 – To receive an applicant for co-option as a Parish Councillor

The Parish Council currently has 1 vacancy for a Parish Councillor. A resident had volunteered his services as a Parish Councillor by co-option. The applicant had declared that he is eligible and not disqualified from being a Parish Councillor. The applicant had submitted written statements about himself. The Clerk had confirmed that the process of co-option could be utilised.

The Parish Council's Standing Orders were suspended in order for the Parish Council to consider the application received. The applicant gave a brief presentation about himself.

Standing Orders were reinstated after the presentation had been made.

Confidential Business – to consider the exclusion of the press, public and the applicants for the following item 16(a) on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

Members resolved to exclude the press, public and the applicant for the following item 17(a)

137 Agenda Item No 17(a) – To discuss the application received and resolve as to whether to accept or decline the application for co-option as a member of the Parish Council.

Members resolved to accept Stephen Taylor as a Parish Councillor. He was invited back into the meeting and welcomed as Parish Councillor by co-option having signed the requisite Acceptance of Office Forms

138 Agenda Item No 15 (c) – The Clerk’s Hours

Members returned to this item with the Clerk retiring from the room while members discussed the matter.

Members resolved to pay the Clerk a one off honorarium of £500 in recognition of all of the additional unpaid hours that he had worked.

The Clerk thanked members for the honorarium payment, which would be added to his November salary.

139 Agenda Item No 17 – Correspondence

All correspondence and e-mails received by the Clerk had been forwarded onto Members of the Parish Council.

140 Agenda Item No 18 - Potential agenda items for the next Parish Council meeting and other items

Councillors can use this item to put forward suggestions for items that they would like to see included on the agenda for the next Parish Council meeting, which will be on Thursday 15th November 2018. No items were suggested.

Following Stephen Taylor’s co-option to the Parish Council, Cllr Frances Candler asked whether he would join the Community Planning Working Group. He accepted the invitation and will join the Community Planning Working Group.

MM/07/11/2018 (Final)

These minutes were approved by the Parish Council at its meeting on Thursday 15th November 2018 and signed by the Chairman Cllr Richard Foord. A signed hard copy is kept in the Parish Council’s minute book.