

**Minutes of Nether Wallop Parish Council Meeting held at 7.00 pm**

**on Monday 14 December 2020 via Zoom online meeting.**

- 5297 Present online:** Cllrs Cotterell, Carpenter, Souter, Whitaker, Roberts.
- 5298 In Attendance:** Mrs G Foster, Parish Clerk and The footpaths officer and 1 member of the public.
- 5299** TVBC Cllr Jeffrey and HCC Gibson were present for part of the meeting.
- 5300** Cllr Cotterell welcomed everyone to the Christmas and last meeting of the parish council for 2020.
- 5301 Apologies for absence:** Cllr Sangster had sent his apologies.
- 5302 Declarations of Interests, changes in Register of Interests, Requests for dispensations:** There were no changes to be declared.
- 5303 To receive reports from HCC Cllr A Gibson:** Cllr Jeffrey had sent issue 16 of Mid-Test matters no. 18 on 1st December which had been distributed and posted on the website. A verbal report would be requested from Cllr Jeffrey when he joined the meeting.
- 5304** Cllr Gibson had sent his monthly update along with a HCC Highways newsletter. Both documents were available to read on the Parish council's website. Cllr Gibson would be asked to comment when he joined the meeting.
- 5305 Points from the floor** – None.
- 5306 To note the minutes from the NDP Steering Group previous meeting and to decide if any action should be taken:** Cllr Souter reported that the minutes had been circulated, and during the last week a report had been received from Fera Urbanism with suggested next steps. This had not yet been reviewed by the Steering Group, but would be checked for any gaps prior to the next council meeting. The next SG meeting was planned for 25<sup>th</sup> January. It was **RESOLVED:** Unanimously, that if a further draft of the NDP was ready for publication prior to the next SG meeting, that it would be emailed to councillors, who would then be asked for their agreement by email to publish the revision prior to the SG meeting. A few more people had volunteered to join the Steering Group and would be formally co-opted to the committee at the next meeting.
- 5307 To consider planning applications and agree comments to be sent to Borough Council.** The following applications were considered and comments as below were **RESOLVED:**
- 5308** 20/02725/TREEN Wallop House, Ducks Lane – **No comment - Unanimous**
- 5309** 20/02754/FULLN The Old Butchers Arms, Five Bells Lane – **Support - Unanimous**
- 5310** 20/02755/LBWN The Old Butchers Arms, Five Bells Lane – **Support - Unanimous**
- 5311** 20/02826/TREEN The Gables, Heathman Street – **No comment - Unanimous**
- 5312** 20/03012/TREEN Mallovs High Street - **Support - Unanimous**
- 5313** 20/03036/TREEN 1 Fifehead Manor, Salisbury Hill – **Support – by majority vote with Cllr Roberts abstaining due to a conflict of interest.**
- 5314** 20/02435/FULLN Old Dene Buildings Jerretts Lane – **No objection – Unanimous.** Councillors noted that the planning application made reference to the Restricted Byway. The footpaths officer advised that HCC had already been in contact with TVBC regarding the access which was available from the double gate to the north east of Old Dene Buildings. The Clerk confirmed that the landowner had stated he was happy for this access to be used.
- 5315** The comments would be forwarded to the Borough Council. **Action: Clerk.**
- 5316** Cllr Jeffrey joined the meeting at 19:19.
- 5317 To approve the Minutes of the previous meeting on 16<sup>th</sup> November 2020:** The minutes had been circulated and posted online. It was **RESOLVED:** Unanimously, that the draft be approved and that the Chairman would sign the paper copies at his earliest opportunity. **Action: Clerk.**

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**Chairman: ..... Date: .....**

**5318 To approve the bank reconciliation, Trial Balance, payments and receipts, and budget reports.** All reports had been filed in the council's dropbox and posted on the website prior to the meeting. **RESOLVED:** Unanimously, that payments be approved as below. **Action: Clerk.**

Counterparty	Cost	Net	£ VAT	£ Total Amnt
Anthony Whitaker	Booking Manager	£ 210.00	£ 0.00	£ 210.00
BT	Nov phone and broadband	£ 41.99	£ 8.40	£ 50.39
CPRE	Subscription	£ 36.00	£ 0.00	£ 36.00
D Robins	Hedges at playing fields	£ 130.00	£ 0.00	£ 130.00
Gail Foster	Salary and Expenses	£ 1,378.10	£ 95.83	£ 1,473.93
Gary Richardson	Pitch Marking 20/21	£ 440.00	£ 0.00	£ 440.00
HALC	Mini conference	£ 40.00	£ 8.00	£ 48.00
HMRC	Tax & NI December	£ 200.76	£ 0.00	£ 200.76
Over Wallop PCC	Advert for Safer Travel	£ 5.00	£ 0.00	£ 5.00
Screwfix	Lock and Chain	£ 44.15	£ 8.83	£ 52.98
SSE	Electricity refund	£ -878.12	£ -173.28	£ -1,051.40
Test Valley School	Prizegiving	£ 50.00	£ 0.00	£ 50.00
		<b>£ 1,697.88</b>	<b>£ -52.22</b>	<b>£ 1,645.66</b>

Receipts that had been received were noted as below:

		NET	VAT	Gross
Becca Bingley	Tennis Bulk booking	£ 30.00		£ 30.00
HMRC	VAT Refund	£ 160.21		£ 160.21
HMRC	VAT Refund	£ 1,385.11		£ 1,385.11
Natwest	Account closure	£ 0.01		£ 0.01
NWSC Charity	Cost of Defib cabinet	£ 479.16		£ 479.16
TVBC	Councillor grant for NDP	£ 1,000.00		£ 1,000.00
		<b>£ 3,054.49</b>		<b>£ 3,054.49</b>

**5319** The bank account as at 11 December 2020 showed a balance of £53,559.22. The Bank Reconciliation would be signed as soon as possible. **Action: Cllr Cotterell and Clerk.**

**5320 To review the revised Budget / Precept calculation for next year and to approve the precept amount.** **RESOLVED:** Unanimously to increase the precept by £10,890, to £43,665. The Tax Base estimate of 399 houses, as provided by TVBC, meant that Band D properties would be impacted by approximately £2.27 per month.

**5321 The Chairman invited Cllr Jeffrey to report on any items that had not been covered in the MidTest Matters update:** It was heard that it was not just Parish Councils that receive the newsletters from the Borough Councillors. Any other interested group could be added to the distribution list. TVBC were focussing on Mental Health, particularly that of children and young people who were continuing to suffer due to the pandemic. A free phone line for voluntary groups to use to help support those in need was advertised on the website. Grants were still available from TVBC and food boxes were available to be nominated for delivery to those in need over the Christmas period. Referral forms could be obtained from [icolley@testvalley.gov.uk](mailto:icolley@testvalley.gov.uk).

**5322** Cllr Souter asked that thanks be passed onto TVBC for their swift and efficient responses to reports of fly tipping.

**5323** Cllr Cotterell advised that the MidTest Matters report did not comply with the Accessibility rules for websites although this did not affect NWPC as they were not responsible for the accessibility of documents prepared by third parties. Cllr Jeffrey asked that the issues be forwarded to him in an email. **Action: Cllr Cotterell.**

**5324** Cllr Jeffrey wished everyone a Merry Christmas and left the meeting.

**5325 To note and approve the recommendation from the Village Green Working Group that the Carols on the Green be cancelled:** The council noted that the event was very popular with residents and that it was a great shame to have to consider the cancellation of such a community spirited celebration. After discussion, it was **RESOLVED:** Unanimously, to approve the recommendation from the Village Green WG to cancel the carols

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around the tree for this year only. It was further noted that the Church had some volunteer Carol Singers that would be performing around the village in groups of six.

- 5326 To consider a request for permission to host an alternative “Carols on the Green” event to be hosted and run by a group of residents:** The Clerk advised that after seeing several posts on FaceBook she had contacted the residents concerned and asked them to provide a risk assessment, confirmation of insurance and a plan of how the government guidelines could be adhered to so that the council could consider their plans. Unfortunately, the group had not been able to provide the documents in time for the meeting and therefore the matter was not able to be debated.
- 5327 To review the interim audit report and to decide on actions to be taken:** Councillors had been given a copy of the report, which they agreed reflected very well on the Responsible Financial Officer, (RFO). Cllr Souter had written a summary of the suggested actions. It was **RESOLVED:** Unanimously, that these would be actioned.
- 5328** Contracts with the teams playing football would be chased and hard copies held by the Clerk. **Action: Clerk and Cllr Sangster.**
- 5329** The annual review of the Financial Risk Assessment would take into account Covid-19 risks. **Action: Clerk.**
- 5330** The council would consider raising the precept in line with the auditor’s advice and would take into account the expected change in the 2021/22 Tax Base. **Action: All.**
- 5331** The Accessibility Regulations 2018 required that the Accessibility Statement be updated, this had been completed by the Clerk before the meeting.
- 5332 To review new policies and if appropriate to adopt.** Drafts of the Equality and Diversity Policy, Training Policy, and Health and Safety Policy had been provided by the Clerk. Councillors had reviewed the documents and it was **RESOLVED:** Unanimously, that after the Equality and Diversity policy had been amended slightly, all three would be published on the website. **Action: Clerk.**
- 5333 To consider if a bottle bank should be sourced from TVBC and if thought appropriate to consider costs and positioning:** Cllr Whitaker and the Clerk had approached TVBC for information regarding the free service TVBC provided. It was **RESOLVED:** Unanimously, that a request would be made for a bottle bank with extra sound proofing, as well as an aluminium foil bin. It was noted that TVBC would provide stickers to show the acceptable hours of use. Information regarding Tetrapak recycling would also be requested. **Action: Clerk.**
- 5334 To consider a draft article for the Parish Magazine and to suggest amendments.** The Clerk had been required to write an article for publication as part of her portfolio for the Certificate in Local Council Administration. The brief had been to promote the council and explain the democratic process and encourage people to stand for election as councillors. It was **RESOLVED:** Unanimously, that the article be sent to the Parish Magazine for publication, and that two facing pages be requested. **Action: Clerk.**
- 5335 To note Councillors’ written reports / update / approve any cost implications:**
- 5336 Safe Travel & Highways:** Cllr Whitaker reported that the Safe Travel Working Group (WG) had published the survey. As of the date of the meeting there had been 78 responses, 75% of which had been from residents of Nether Wallop. Five councillors had filled in the survey. It was noted that the Over Wallop pump email may not yet be working, but the Chairman of OWPC would be asked to publicise the survey link at the next WPH meeting. **Action: Cllr Cotterell.**
- 5337** A reminder to fill in the survey would be added to the Parish Magazine article. **Action: Clerk.**
- 5338** The survey will run throughout January, and be closed at the beginning of February and results reported at the February meeting. **Action: Clerk.**
- 5339** Cllr Cotterell had received some data from HCC regarding speeding vehicles on the A343 in Jack’s Bush. It was clear that hundreds of cars were exceeding the 60mph speed limit. Further analysis of the data would take place and be distributed. **Action: Cllr Cotterell.**
- 5340 Playing Fields, Playground and Tennis Court:** The schedule of football payments was noted, and the outstanding balance of £120 due from Broughton Football Club would be chased. **Action: Clerk.**
- 5341** Cllr Souter reported that the junior football goals were still on the junior pitch.
- 5342 Village Green:** Cllr Carpenter had nothing to report, Cllr Souter confirmed that the lengthsman had done some work on the ditch alongside the road.

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- 5343 **Village Hall:** Cllr Souter reported that there was a gap in the guttering, and leaking water was turning the wall green. Cllr Souter offered to repair. The Green garden waste bin had been filled with rubbish by someone and it had taken some time to move it to a black bin.
- 5344 **Footpaths:** The footpaths officer had sent a report prior to the meeting and it had been published on the website. A resignation letter had also been received from the footpaths officer after a staggering 17 years of voluntary work in the role. Cllr Whitaker expressed an immense vote of thanks on behalf of the council for all the hard work that the officer had done every year in the parish during his appointment. It was heard that the Lengthsman had been given a schedule for the rest of the year, and that there were no immediate tasks needing attention. It was suggested that an informal “Rights of Way Guide” be created between the Clerk and the Footpaths officer in order that no important local knowledge was lost. **Action: Clerk and outgoing Footpaths Officer.**
- 5345 Collection of the council’s strimming equipment would be arranged. **Action: Clerk.**
- 5346 A request for a replacement volunteer(s) would be drafted for the Parish Magazine. **Action: Clerk.**
- 5347 **Wallops Parish Hall:** The next Management Committee meeting would take place on Wednesday 16<sup>th</sup> December. A third quote for the replacement heating system had been received. The next step would be to look for funding.
- 5348 **To note the Clerk’s report and correspondence received and to determine actions required:**
- 5349 SSE had yet to send a correct final bill for the three electricity supplies which had been changed to Octopus. **Action: Clerk.**
- 5350 The application form for the Rural communities Energy Fund was completed, and the fund have replied and pointed the PC towards “Public Sector Decarbonisation Scheme” which is being investigated. **Action: Clerk.**
- 5351 The local police had been contacted regarding Safe Travel Survey, they would be pleased to meet and give advice to the Steering Group when the results of the survey were known. **Action: Clerk.**
- 5352 Hants Constabulary on FaceBook asked for suggestions for roads which should be speed checked. The Clerk had sent a request for the police to liaise with the Safe Travel WG.
- 5353 A Parish Online webinar had been attended by the Clerk and Chairman. It was possible to extract all residential addresses in the parish into a spreadsheet and this would be completed. **Action: Clerk.**
- 5354 A further lockdown support grant had been applied for from TVBC on behalf of the Village Hall as this had been recommended by TVBC Community support officer. It was not known if the application had been successful but this would be followed up. **Action: Clerk.**
- 5355 The Direct Debit for the Green Bin collection at the village Hall had not yet been taken by TVBC. It would be paid on 1<sup>st</sup> January and 1<sup>st</sup> December each year thereafter.
- 5356 A resident had asked if the playground at Aylwards way could be re-opened. The Clerk had suggested that due to the last safety report that it remained closed and new signs be displayed. It was **RESOLVED:** Unanimously, that the Government guidelines in relation to Covid-19 be rechecked. **Action: Clerk.**
- 5357 The insurers would be forwarded the safety report and asked if coverage could be maintained and written advice from the Clerk referencing the particular safety report items would be sent to councillors. **Action: Clerk.**
- 5358 A further inspection of the playground would be undertaken and reported to all via email. **Action: Cllrs Souter, Sangster and Clerk.**
- 5359 After written confirmation of the three actions, Councillors would decide by email if the playground could re-open. **Action: All.**
- 5360 Cllr Gibson joined the meeting at 20:10.
- 5361 The TVBC Dog Warden had been contacted and had sent a draft letter that was routinely sent to residents in an area where dog fouling was a problem. He had been asked to draft something that could be put in the Parish Magazine. Upon receipt of the new draft the Clerk would forward to councillors. It was **RESOLVED:** that councillors would review the draft and confirm by email if they approved the publication of the letter by the usual methods. **Action: Clerk / All.**
- 5362 Correspondence had been received from a member of the public complaining about the temporary blockage of access to restricted byway 27. A response had been drafted by the Clerk. It was **RESOLVED:** Unanimously that the draft reply be sent. **Action: Clerk.**
- 5363 HCC Cllr Andrew Gibson was asked to speak and passed on Season’s Greetings to everyone. He reported that Test Valley school had turned a massive corner, with the appointment of a new headmistress which had changed

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the ambience of the school. It was not known if the swimming pool would stay open, but this would be monitored. Elsewhere in Hampshire a government proposal for a refugee camp in Barton Stacey for 500 Afghan and Syrian young men was causing concern. Details were available in Cllr Gibson's report which had been sent earlier in the day. Cllr Gibson commented on the traffic data that Cllr Cotterell had been sent and suggested it may be useful to send to Mandy Ware at HCC in relation to the road calming measures that were being considered. Cllr Gibson left the meeting.

- 5364 Matters raised by councillors for noting, or adding to the next month's agenda.:** None noted.
- 5365 Points from the floor.** A member of the public made the observation that in the last year 36 trees had been considered for felling in the Parish, 10 of which had been considered in the current meeting. It was asked that the Council bear this in mind in future when considering the Climate Emergency that had been declared.
- 5366** It was also stated that whilst speeding on the A343 was obviously a concern, there had been no fatal accidents on that stretch of road in living memory, whilst 3 people had been killed on the A30 between the Caravan Park and Hollom Down Road. If an evidence based approach was required by HCC, then perhaps this should be considered.
- 5367** It was suggested that a letter be sent to the Footpaths Officer thanking him for his long service to the community.  
**Action: Clerk.**
- 5368** The Clerk reported that she had passed the CiLCA examination (Certificate in Local Council Administration) Level 3, with an extremely high mark of 4 out of 5 units marked as Exemplary. Passing the qualification had been a condition of offering her the position in December 2018. It had taken 300 hours of unpaid study time and had now resulted in a large portfolio of various references. Councillors offered their congratulations on achieving such a high pass mark.
- 5369 Date of next monthly meeting:** Monday 18<sup>th</sup> January 2021 at 7.15 pm via Zoom.us.
- 5370** The Chairman wished Councillors and the audience a Merry Christmas and thanked them all for their hard work and contributions during the year. The meeting was closed at 20.50 pm.

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