

TWYFORD PARISH COUNCIL

Minutes of the Meeting of the Full Parish Council held on Thursday 22nd June 2017 at 7.30 p.m. in the Gilbert Room of Twyford Parish Hall

Attendees

Waine Lawton (Chair)
Ian Wheeler
Jade Cornwall
Richard Sellars
Sue Cook
Chris Corcoran
Andrew Holland
Stephanie West
Sonia Watson

Apologies

Chris Mitchell
Rob Humby
Richard Izard
Angela Forder-Stent

In Attendance

4 members of the public

Item

46/17 To receive and accept apologies for absence, as noted above

47/17 To receive declarations of interest relevant to agenda items

Councillors Sellars, Watson and Wheeler declared a personal interest as Trustees of the Parish Hall. Councillor Sellars also declared a further personal interest in respect of his role a treasurer of the Twyford Playgroup and Councillor Watson declared a personal interest because she is a Governor of Twyford School. Accordingly the Chair determined that the requirements of Part 9 of the Code would apply appropriately to participation of those councillors during relevant agenda items.

The prejudicial interests of Councillors Cook, Cornwall, Holland and West and ongoing dispensation allowing full participation in all Council meetings in respect of site selection for the Twyford Neighbourhood Plan was noted.

48/17 To approve and sign-off, as a true record, the minutes for the AGM meeting on 25th May

The previously circulated minutes of the Full Council Meeting dated 25th May 2017 were considered.

Resolved: "The Minutes of the meeting held on 25th May 2017 are approved as an accurate record of the meeting".

Proposed by Councillor Wheeler, seconded by Councillor Sellars and carried unanimously

49/17 To adjourn for public participation

49.1/17 To receive questions from the members of the public.

- B3335 footpath and drainage between Park Lane and Twyford Moors:

The footpath, vegetation and ditches have not been maintained recently; over the last 2 days part of the ditch has now been cleared, but the contents have been piled up beside the ditch, preventing water from pavement and road flowing into the ditch and blocking the drainage channels which flow from the road under the pavement; normally roadside hedges and ditches are the responsibility of the landowner; Ray Gardner of HCC confirmed to the prior clerk that HCC would clear the ditches and tidy the hedges, after which they would be the responsibility of landowners:

Action SC to follow up with HCC; the further ditches need to be cleared, the drainage channels cleared too and the rubbish removed. SW has already emailed Amy-Rose of HCC flood management re these and ditches near Hunter Park, to follow up with a further email.

- Vegetation hangs low over the pavement in several places along the footpath (opposite Staceys, near Colleton House and others; it was agreed it is most likely landowners responsibility to keep this vegetation clear of the path.
- TNP:
 - In 2017/18 parish funds will be used to fund the TNP, grants received from several sources having been exhausted
 - It was requested that the villagers get to comment on the options for the preferred site, not just a yes or no for the councils preferred site. There was discussion of the various stages to follow, including SDNP and independent inspector consideration, it was confirmed that these parties would have access to all the information including the history. All this is prior to a formal parish referendum
- Pumfretts Bank
Contact has been made with the owner and a meeting agreed to arrange access for maintenance with the owner willing to be accommodating.
The fence on top of the bank is within the property of the owner and the situation is being investigated.
- Nurses Path
CC spoke with Richard Fry who has agreed to repair his dilapidated fence. A draft letter to other neighbours of the path will be discussed later in the meeting

49.2/17 To receive the County Councillor's report.
No County Councillors were in attendance and no report submitted

49.3/17 To receive the District Councillor's reports.
Sue Cook reported:

- Plans for Riverpark are progressing
- At today's planning committee 2 applications, one retrospective, for a property in Nobs Crook were rejected.
- There has been a break in at the Post Office last night, cigarettes stolen; also a break in at the village hall last week
- As promised the log seat at Hunter Park has been cleared of nettles

50/17 To receive an update on matters arising from the minutes of the AGM held on 25th May 2017 that are not included elsewhere on the agenda and to consider the status of progress to date
The status of outstanding actions circulated prior to the meeting (Annex 1) was taken as read;
Annex 1 has been updated with progress reports at the meeting

51/17 To review and approve payments to made in May 2017

16/06/2017	HALC-	Code of Conduct Conference	72.00
16/06/2017	HALC	What you need to know course	90.00
31/05/2017	Permier Grounds	removal of waste	35.00
30/05/2017	MJT Decorating	movement of speed camera	96.00
05/06/147	JN expenses	Academic diary for PC Clerk	4.94
06/06/2017	HRM	TNP Administrator hrs	660.06
05/06/2017	JN reimburse	12 months PO Box	318.00
30/05/2017	British Gas	Electricity Bill	191.45
08/06/2017	business stream	water services Pottinger Pavilion	22.09
08/06/2017	business stream	water services Hunter Park Field	31.52
10/07/2017	HMRC	PAYE	137.20
20/06/2017	S Lauder	Pavilion Cleaner - June wage	80.00
30/06/2017	T Bronk	Clerk back pay	137.32
30/06/2017	J Nicholson	clerk salary - June	411.71
30/06/2017	T Bronk	Clerk outstanding home working allowance	45.00
26/05/2017	T Bronk reimbursement mobile phone	mobile phone for May	23.89
26/05/2017	We Can Specialists (M Riley)	Invoice for June 2017	1,479.87
22/6/2017	Terry Paine	Keys, locks and repair of playground gate	275.00
		TOTAL	4,111.05

Councillor Watson referred to the listed payments shown here and to their purpose.

Resolved: Each of the proposed payments is approved and shall be settled by the Clerk as soon as practicable.

Proposed by Councillor Watson, seconded by Councillor West and carried unanimously

52/17 To receive draft minutes of the Planning Committee meeting of 8th June and an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item

52.1/17 Humphreys Farm Application, SDNP/17/02639/FUL

Has been deferred to 29/6/17 planning committee and an extension obtained, contact has been made with Sarah Tose, Chris Paterson and Ray Little, all of SDNP, who say WCC is likely to handle the application, but letter should be written to Ray Little, cc Tim Slaney (WCC) with Twyford comments **Action planning committee 29/6/17**

It is believed WCC planning committee have made reference to the TNP draft and whilst not legally binding whilst a draft, they should not be able to pick and choose whether the draft TNP is relevant.

Manor Farm Green – this will be raised with Julie Pinnock, enforcement officer who is attending next weeks planning meeting.

53/17

To receive draft minutes of the 15th June meeting of the Recreation Committee, receive an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item

- 53.1/17 Correspondence regarding the state of upkeep of Hunter Park has been circulated and discussed during public participation
- Quotes for tree work behind the play area are being obtained
- A fence will be erected to protect the roots of the tree (currently temporarily fenced off) and the walkway permanently diverted
- No major issues were identified in the safety inspection, in the longer term Playdale will be invited to review Nothfield and Hunter park for new equipment
- Upkeep of Hunter Park, following the walk around the park, JN asked Matt to undertake various actions, some have certainly been completed, JN indicated about 75%. However it must be recognised there are mixed public views about park boundaries with neatness conflicting with wildlife promotion, the contractor appointed will need continual guidance from the council about what to leave and what to cut
- Emptying bins is included in the contract to be awarded
- New signage is required for preventing dogs in the play area.
- **Action:** Cllr West to source signs

54/17

To receive an update on the tenders and interviews held for a new contractor or contractors to undertake the Grounds Maintenance of the Parish Council with effect from September 2017 and to resolve whom to appoint at an agreed cost.

Detailed discussion of the tenders received and the interview process took place. For commercial reasons this information is confidential whilst the tender process is being completed. When the contract is offered a final, detailed negotiation is required to fine tune the draft contract. It has been indicated that pricing may be reduced if a contract of longer than 3 years is offered.

It was clarified that this contract does not include Northfields and some footpaths, as this work is already under contract with another 18 months to run.

Resolved. The Chairman is authorised for No. 2 bidder to be offered the HP contract excluding cricket preparation for which he did not tender and No 9 bidder to offer the cricket preparation on the tendered terms; longer than three year contract terms can be negotiated if considered advantageous.

Proposed by Cllr Cornwall, seconded by Cllr Holland.

- 55/17** **To resolve to transfer the Administrator of the Neighbourhood Plan onto the Council payroll from 1st June to 31st August 2017 at her current contracted hourly rate of pay.**
It was clarified this is for 10 hours a week.
Proposed by Cllr Wheeler, seconded by Cllr Cook.
- 55.1/17** **To confirm the appointment of a new clerk from 1st September 2017 and to resolve the new clerk's salary from 1st September 2017 on Point 27 of the NJC pay scale with pension rights.**
It was clarified this is for 16 hours a week.
Proposed by Cllr Cook, seconded by Cllr West.
- 55.2/17** **To receive an update on the arrangements for managing the parish during the absence of a clerk**
JN 10 hours are covering some TNP work and some clerking.
Sub-committee chairs are managing agendas and minutes
Cllr Watson doing June minutes for FPC, volunteer required for July meeting
JN/Cllr Watson doing all finance work.
- 56/17** **To receive an update on the condition of the footpaths, in particular footpath 13 (Nurse's Path), and to resolve what action is required to restore them to an acceptable state**
- 56.1/17** Sample letter to residents was circulated and agreed, with the addition of giving a timescale of 28 days for the work to be undertaken, and requesting a reply indicating when the work would be done.
- 57/17** **Public Transport – To receive an oral report from Councillor Wheeler including the state of repairs of the bus shelters and agree what action is required if repairs are necessary and allocate expenditure**
Gary Maltby should have repaired the Bourne lane shelter on 1 June but this has not been done,
Action Cllr Wheeler to chase
Cllr Cook to speak with Jonathan Humphrey about the Northfields shelter next week.
Generally bus timekeeping has improved.
Work will start on Winchester bus station in the summer with parking suspended on the Broadway whilst it is used by the buses.
- 58/17** **To receive an oral report from Councillor Corcoran on The Meads, including the Compton Lock repair, and Berry Meadow and to agree to expenditure on the repairs to the Lock and weed control if required**
Temporary repair work of the lock steps holding and Cllr Corcoran proceeding with SDNP grant application for £5k, potentially leaving TPC with £5k cost. Andy Roberts and his contractor are producing the specification, in the event the Council may have to use this for further quotes and the Council may need to pay for the time taken to produce the specification.
Spray application for Creeping Thistle is essential as it ruins pasture
Resolved Cllr Corcoran may be refunded for expenditure up to £80 on weed control

Following reports of the cows being unusually aggressive, Cllr Corcoran agreed to contact HIOWT to seek their input re cattle and public safety. This may be related to the large number of youths at the locks recently

59/17

To receive comments on the Neighbourhood Plan Update Meeting held on 7th June and any further information to note

JN circulated minutes of the 7 June meeting and a statement regarding TNP progress has been circulated on TIS and put on website.

A new rural fund for flood relief has opened with up to £10k available for feasibility studies – an application will be considered for assessing the information to be provided by HCC on 19 July, which is likely to require further work to be usable.

60 /17

To confirm SDNP's proposal that the SEA be delayed until receipt of the HCC Flood Report anticipated on 19th July 2017

Resolved the SEA be delayed until receipt of the HCC Flood Report anticipated on 19th July 2017. Proposed Cllr Sellars, seconded Cllr West.

61/17

To note correspondence or action on access in Twyford Parish to superfast broadband

Update provided by Tony Bronk that a date has still not been scheduled for fitting the new box, he requested that the matter is regularly chased by email (in clerk correspondence).

62/17

To note, for information only, significant communications on matters that are not included elsewhere on the agenda

- Update on pollution testing, **Action** Cllr West to progress these plans
- Conversion of Berry Lane bin still outstanding **Action** Cllr Cook/Cllr Wheeler
- Sandyfields site in Colden Common has been sold to Taylor Wimpey providing 169 houses, 40% affordable
- Lower Church Path reported as cut at May meeting, but review shortly afterwards concluded it had been very lightly done, so within weeks branches were again protruding across the path **Action** Cllr Watson to follow up with Green Smiles

63/17

To raise any items for the agenda of the July 2017 Full Council meeting

- Community Asset List for review
- Progress update on CIL project list (Cllr Forder-Stent)

The next meeting of Twyford Parish Council is 7.30pm 20 July 2017, Gilbert Room