

**TWYFORD PARISH COUNCIL**

Minutes of a meeting of the Full Parish Council  
held on Thursday 19<sup>th</sup> October 2017 at 7.30 p.m. in the Gilbert Room of Twyford Parish Hall

<b>Councillors present</b>	<b>Councillors absent/apologies</b>	<b>In attendance</b>
Councillor Lawton (Chair)	Councillor Sellars	H. Frearson (taking minutes)
Councillor Wheeler	Jo Nicholson (clerk)	S. Pullen
Councillor Corcoran		
Councillor Forder-Stent		
Councillor West		
Councillor Cornwall		
Councillor Cook		
Councillor Mitchell		
Councillor Humby		
Councillor Izard		

<b>Item</b>	<b>Agenda Item</b>
<b>99/17</b>	<b>To receive and accept apologies for absence</b>
	Councillor Sellars on holiday Councillor West will be late, second half. Arrived 8pm Richard Izard will be along after a meeting. Arrived 7.45pm
<b>100/17</b>	<b>To receive declarations of interest relevant to agenda items</b>
	Cllr Wheeler and Cllr Cornwall declared interests relevant to the Parish Hall.
<b>101/17</b>	<b>To approve and sign-off, as a true record, the minutes for the meeting on 21<sup>st</sup> September 2017</b>
	Single amendment in the 21st September minutes for the name Ted Lawton to be corrected to Tim Lawton. Cllr Lawton signed off the minutes. Proposer Cllr Wheeler, Seconded Cllr Mitchell

102/17	<b>To co-opt the appointment of Steve Pullen as Parish Councillor, receive his signed agreement to abide by the code of conduct and his signed declaration of acceptance of office</b>
	Mr Pullen handed the relevant forms to Cllr Lawton. These were signed by Cllr Lawton. Mr Pullen was duly proposed and accepted to be co-opted to the Parish Council. Proposed by Cllr Lawton, Seconded by Cllr Corcoran.
103/17	<b>To adjourn for public participation</b>
103.1/17	To receive questions from the members of the public.
<b>Action</b>	<p>Mr Reg Hudson attended the meeting and asked about clearing of the overgrown hedge down the hill alongside the main road from the Avenue. Mr Hudson expressed concerns for safety with the overhanging foliage which has taken off HGV wing mirrors which pose an issue for pedestrians and vehicle users. A discussion took place on ownership of the hedge and ways to solve the issues which have re-occurred since the last cutting back of the foliage. Cllr Lawton to contact the owner of the property to ask for the hedge to be cut back.</p> <p>Cllr Corcoran suggested a retaining wall was necessary to hold back the eroding bank higher up the High Street.</p> <p>Cllr Lawton to write to the owner of St Mary's property and set a date for the work to have been completed.</p> <p>Cllrs Lawton and Humby would try and ascertain the ownership of the bank.</p>
103.2/17	To receive the County Councillor's report.
	<p>Cllr Humby reported on:</p> <p>a) More financial savings have to be made at County level including his department. Some proposals include</p> <ol style="list-style-type: none"> <li>1. All concessionary fares with a proposal of savings to be made by implementing minimal charges</li> <li>2. Closing of a number of recycling and waste centres</li> <li>3. All school crossing patrols to cease being paid for by the Council.</li> </ol> <p>Cllr Humby explained the position in regard to other departments such as maintaining front line staff in Adult and Children's Services. The County is lobbying central government. In response to the proposals the County have offered a pilot scheme and look at how to generate revenue. The issues and proposals have been put to Cabinet and are going to Council. Final decisions are to be made by 2019. Ultimately the figures have to balance and the pilot scheme will give an opportunity to explore options.</p> <p>Cllr Lawton questioned on the amount of cuts from Government. Cllr Humby replied the revenue grants are disappearing on a phased timeline. With previous budget cuts technology has been a real asset and has saved a lot of money by reducing expenses.</p> <p>Cllr Wheeler asked if the concessionary reductions were a government decision. Cllr Humby replied in the affirmative, and with regard to the buses, 80% are commercial. For these companies the decisions are commercial. With the monies from the County Council other</p>

<p><b>Action</b></p>	<p>considerations for rural communities and aspects of impact, such as isolation, have to be considered, for example, Owlesbury.</p> <p>Cllr Mitchell asked Cllr Humby about County reserves in relation to budgetary cuts. Cllr Humby replied that a certain percentage is ring fenced but the remaining amount is as expected for such savings.</p> <p>b) Cllr Humby reported on the Voom project which is sponsored by Richard Branson and his enterprises. Voom had come to Winchester as one of its destinations and had a huge response from its young people. One young person going forward to the next heats on the photography challenge.</p> <p>Cllr Corcoran asked Cllr Humby if he could assist in expediting HCC's response for the expected and overdue flooding brief, as the Meyer Brown version had not been in sufficient detail. An HCC brief would give an independent survey. Cllr Humby said he would contact Vicki Westall.</p> <p>Cllr Cook raised the question of ownership of the ground surrounding the Twyford Moors bus stop which needs clearing. Cllr Humby said photos of the problems emailed to him would be of assistance.</p> <p>Cllr Corcoran thanked Cllr Humby for the monies raised from the Rural Grant for the lock.</p> <p>Cllr Humby to contact Vicki Westall regarding the flood brief</p> <p>Cllr Humby to follow up on the ownership of the ground by the Twyford Moors Bus Stop.</p>
<p>103.3/17</p>	<p>To receive the District Councillor's reports.</p>
<p><b>Action</b></p>	<p>a) Cllr Cook referred to Jo Nicholson's email on the latest situation for broadband installation. Cllr Cook updated on the latest position, was grateful to Tony Bronk for all the chasing emails but it had been quiet since May. However the cabinet is due to be installed by 23rd October. then the copper cabling needs to be installed across the road. The cabinet is due to be installed at the Phoenix site. Cllr Cook to check if the landlord of the Phoenix is in agreement now. A TIS update will be undertaken when all actions have been confirmed.</p> <p>b) For the grass cutting programme East Hants are taking charge. Cllr Cook informed there are rapid response categories and distributed the telephone number which can be called. Nicola Watts' email to Cllr Cook 19.11.17 gives details.</p> <p>c) Cllr Cook has advised the builders in Finches Lane there is the builders have agreed to limit to one the number of trucks parked in Finches Lane unless deliveries are being made.</p> <p>d) A discussion on the traffic issues and necessary works took place including the Shawford/Twyford road parking, line painting for Queen Street and to include Norris' Bridge concerns.</p> <p>e) Cllr Cook had been approached by Twyford Social Club about access to grants. Cllr Lawton advised that there is a process and applications can be made currently.</p> <p>f) Cllr Izard distributed a leaflet on Winchester's Regeneration and notified of the next meeting at the Guildhall. The proposals go to Cabinet on 2nd December and will be followed by consultation. Cllr Mitchell asked if there was a proposal to decrease central Winchester parking. Cllr Izard advised there is a suggestion.</p> <p>g) Cllr Mitchell and Cllr Cook had been on a tour of the development areas for Winchester.</p> <p>h) CIL may be changing and how it is achieved. Cllr Izard notified of a Westminster conference which will outline the changing rules.</p>

<p><b>Action Agenda item Nov 6th TPC</b></p>	<p>i) Cllr Izard notified that at the end of October independent advisers will be setting out how the rules apply to enforcement with relevance to planning. Cllr Izard will be attending a review. Cllr Lawton expressed concerns following a recent meeting when processes had been flawed in respect of standards and inconsistencies in decision making. Cllr Izard explained about the inconsistencies with self-build and that there was no policy to deal with it but so far the Council had rejected such applications.</p> <p>j) Cllr Izard raised the question of the boundary review after a Test Valley Council suggestion of an allegiance. the group discussed and agreed there was no benefit to services and in fact may well produce complications. A notification decision is to be made by 7th December.</p> <p>k) Cllr Izard advised of ADD meeting 14th November at the Community Centre. Also separate meeting at Owlesbury Parish Hall on 3rd November (Eastleigh Development meeting)</p>
<p><b>104/17</b></p>	<p><b>To receive an update on matters arising from the minutes of the Full Council meeting held on 21<sup>st</sup> September 2017 that are not included elsewhere on the agenda and to consider the status of progress to date</b></p>
	<p>Cllr Lawton with reference to 93.3/17 that Matt Riley would continue to assist with security arrangements at Hunter Park if travellers were in the area and do handyman work if called upon. It was mentioned that a stand in handy man may be an asset as back up.</p>
<p><b>105/17</b></p>	<p><b>To receive draft minutes of the Planning Committee meeting of 5<sup>th</sup> October 2017 and an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item</b></p>
	<p>Cllr Mitchell advised that the Planning Committee had nothing significant to bring to the Council's attention. However consistent attendance by Councillors was required to maintain a quorum.</p>
<p><b>106/17</b></p>	<p><b>To receive draft minutes of the 28<sup>th</sup> September 2017 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</b></p>
	<p>Cllr Wheeler gave a report on the Recreation Committee updates including:</p> <ul style="list-style-type: none"> <li>- there are football bookings at Hedge End for ladies with Stoneham club</li> <li>- Catherine has finished from Forest School</li> <li>- asbestos has been found from a shed</li> <li>- Cllr Wheeler is liaising with the school for fireworks. Matt Riley to deliver fireworks.</li> </ul>
<p>106.1/17</p>	<p>To resolve the implementation of new play equipment at Hunter Park, from Vita Play, subject to open space grant of £778.62, and a cost of £10,826.06 to the Parish Council. This is based on a plastic slide, and metal feet</p>
	<p>This was agreed by the Council. Proposer Cllr Cornwall, Seconded Cllr Cook</p>
<p>106.2/17</p>	<p>Resolve to approve expenditure on maintenance and improvements to Hunter Park:</p> <ul style="list-style-type: none"> <li>- to fix the lighting at Hunter Park Pavilion at £408.00</li> </ul>

	<ul style="list-style-type: none"> <li>- skip to dispose of waste in the containers at Hunter Park at £288 with TJ Waste</li> <li>- signs around the exposed tree roots at Hunter Park at £291.30 including installation, with Mint Signs</li> <li>- sign for the gate to Hunter Park showing the name of the park, at £185.34 including installation, with Mint Signs.</li> </ul> <p>Cllr Mitchell raised query on the amount for the lighting cost. Cllr Wheeler explained it was an upgrade to internal lighting.</p>
	<p>This was agreed by the Council</p> <p>Proposer Cllr Mitchell, Seconded Cllr Cornwall</p>
<b>107/17</b>	<b>To receive draft minutes of the Finance Committee meeting of 12<sup>th</sup> October 2017 and an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item</b>
	<p>Cllr West has the minutes of the Finance Committee and highlighted that the figures do balance and they now have forecasting abilities. Jo Nicholson has a signed copy. Cllr West gave a description of some aspects of the calculations.</p> <p>Cllr Corcoran asked about the water meadows budget figure which will be required for next year as there is a 9th November deadline.</p> <p>Cllrs Wheeler and Cook asked about funding for repair work to the Northfields play equipment. A discussion followed if more paths should be added to Green Smiles's list. To decide when setting the budget.</p>
107.1/17	To outline the timetable for budget setting of the Parish precept for 2018/2019
<b>Action</b>	Suggestions to be made before the next meeting. The number of residents on the electoral role is required. Cllr Cook to establish.
<b>108/17</b>	<b>To review and approve payments to be made in October 2017</b>
	<p>Cllr West circulated the list and it was reviewed and approved. The list has been signed and handed to Jo Nicholson.</p> <p>It was noted that the changes to the Clerk's payment was required and will be presented at the next meeting.</p> <p>Proposer Cllr Forder-Stent, Seconded Cllr Mitchell</p>
<b>109/17</b>	<b>Councillor Corcoran to provide an update on the creation of Berry Meads &amp; Compton Lock Committee</b>
<b>Action</b>	<p>Cllr Corcoran referenced a recent meeting involving a number of PC members. It was felt more members for the group and formalising into a Committee would be helpful to manage the project for refurbishing the lock and aspects.</p> <p>Total cost £18,000 for refurbishment. Funding streams are £6,000 from South Downs National Park (with conditions), £5,000 from HCC (approved) and £5,000 from TPC.</p> <p>Giving definitive costs is proving difficult currently as sequencing and amendments need to be</p>

<p><b>Action</b></p>	<p>taken into account but as the whole cost to be covered has been agreed, it is feasible.</p> <p>A historical study of the meadows to form a basis.</p> <p>An environment permit is required, cost £170 application fee plus technical support work and fee. The brief of works is complete and undertaken with 2 quotes (not 3 as the very specialised work only requires 2)</p> <p>A formal proposal will be made at the next TPC. Cllr Corcoran to forward details to Jo Nicholson.</p>
<p><b>110/17</b></p>	<p><b>Councillor Corcoran to provide an update on progress of the Neighbourhood Plan</b></p>
	<p>Cllr Corcoran reported on the latest position with the delay to progress from the lack of HCC briefing despite a quantity of liaison and correspondence.</p> <p>Some TNP members will be meeting the SDNP next month to discuss the SEA.</p>
<p>110.1/17</p>	<p>To approve £500 (plus VAT) to Terra Firma for an updated landscape assessment with Spindrift's proposed outline of the housing</p>
	<p>TPC approved the £500 required for an updated landscape report from Terra Firma. This will assist in the latest information being presented to SEA.</p> <p>Proposer Cllr Wheeler, Seconded Cllr Mitchell</p>
<p>110.2/17</p>	<p>To plan the Council's response of the South Downs National Park Local Plan</p>
<p><b>Action</b></p>	<p>Cllr West had received the SDNPLP on a USB from Jo Nicholson. Cllr Corcoran took charge of it for distribution to the relevant members.</p> <p>It may be an alternative for members to use the SDNP website to view the document.</p> <p>The response needs to be an agenda item for the Planning Committee next meeting.</p>
<p><b>111/17</b></p>	<p><b>Public Transport – To receive an oral report from Councillor Wheeler</b></p>
	<p>Cllr Wheeler updated the meeting on the latest measures.</p> <p>Cllr Iazard informed the meeting of the changes to the bus station and bus routes. It was felt the signage in the bus station is poor but this is work in progress.</p> <p>Mr Pullen raised the issue of members of the public being left at bus stops for the South Winchester Park and Ride as the buses are full at peak times along the route.</p>
<p><b>112/17</b></p>	<p><b>To review the progress with Super Fast Broadband installation</b></p>
	<p>Already discussed and noted under 103.3/17</p>
<p><b>113/17</b></p>	<p><b>To note, for information only, significant communications on matters that are not included elsewhere on the agenda</b></p>
	<p><b>CIL.</b></p> <p><b>NB Submission of CIL requests is 27th October.</b></p> <p>Cllrs West and Forder-Stent have looked at the forms. Cllr Corcoran has agreed to assist and advise and the trio will meeting 24th October 8 pm at Cllr West's house.</p>

	<p>CIlr Corcoran advised how the CIL is set up with the TPC allocation being entirely at TPC discretion but the remaining 75% of the pot is at the SDNP's discretion. All items requiring action need to be identified on the CIL list.</p> <p>Items identified are:</p> <ol style="list-style-type: none"> <li>1. Flooding</li> <li>2. Traffic problems</li> <li>3 Car park</li> <li>4. Puffin crossing at the Phoenix</li> <li>5. School fencing</li> <li>6. Cycle path</li> <li>7. Real time information on the bus stops</li> <li>8. Footpath on the Hazeley Road</li> </ol>
<b>114/17</b>	<b>To raise any items for the agenda of the 16<sup>th</sup> November 2017 Full Parish Council meeting</b>
	<ol style="list-style-type: none"> <li>1. CIL</li> <li>2. Finance</li> <li>3. Budgeting</li> <li>4. TPC response to the South Downs Local Plan</li> </ol>
<b>115/17</b>	<b>AOB</b>
	<p>CIlr Cook had been contacted by a resident enquiring if anything further could be done to prevent the dog fouling on the path from the church to the school, and Coles Close. General discussion ensued.</p>

Hilary Frearson – Stand in for Clerk to the Parish Council – 25<sup>th</sup> October 2017

Approved 16<sup>th</sup> November 2017

Contact: [twyfordclerk@gmail.com](mailto:twyfordclerk@gmail.com)

## Appendix 1 – October payments

Presented for approval at FPC 19.10.17					
Date	Chq No.	Payee	Details	Amount Paid	Check Total
03/10/2017	IB	Matt Riley	reduced amount for September	1,379.81	0.00
		Green Smille Ltd	Hunter Park grass cutting in september	950.40	0.00
		R Trig	Parish Hall rennovation 966.63		0.00
17.10.17	IB	S Cook	reimbursement for skip hire TJ Waste	288.00	0.00
		Twyford Parish Hall	Parish Hall hire fees (april to september)	391.00	0.00
		T Bronk	Tony Bronk reimbursement of mobile phone	23.59	0.00
20.10.17	DD	S Lauder	October wages	80.00	0.00
		J Nicholson	October wages including 5.88 additional hours	765.02	0.00
		HMRC	clerks NI and PAYE	284.85	0.00
		HCC pension services	clerks september pension contributions	208.44	0.00
		Hilary Frearson	Neighbourhood admin september hours	116.25	0.00
		Green Smille Ltd	October Northfields and Hunter Park Groundsman	1,663.65	0.00
		Twyford Patient Partici	£50 Section 137 grant	50.00	0.00
		HCC	Street lighting	1,491.75	0.00
		Business Stream	Potinger pavilion water supply (june to sept)	57.37	0.00
		Business Stream	Allotment water supply	82.61	0.00
		J Nicholson	september expenses	113.89	0.00