

TWYFORD PARISH COUNCIL

Full Parish Council Minutes Thursday 15th June 2014 7.30 pm

<u>Attending</u>	<u>In attendance</u>	<u>Apologies</u>
Cllr Lawton	Clerk – Elizabeth Billingham	Cllr Forder Stent
Cllr Woodward	Cllr Humby	Cllr Cornwall
Cllr Henry	Cllr Izard	Cllr Woodward
Cllr MacLeod		
Cllr Scaiff	Karen Wright WCC	Cllr Mason
Cllr Watson	Chris Evans	
Cllr Wheeler		

Item	Agenda
27/14	Apologies for absence and declarations of interest.
	Cllr Mason Cllr Forder Stent, Cllr Cornwall Cllr Woodward and Cllr Witt
28/14	To adjourn for public participation
	Helen Scaiff – TPC Cllr Lawton: Noted that he had had complaints from residents about smell from the Hockley mill. This occurred with a North wind and was being dealt with as best as it can. Environment Agency contacted the Chair.
28.1/14	To receive questions from the members of the public.
	<p>None but the item regarding the presentation of the proposed crossing was brought forward. Karen Wright from HCC explained the background. Chris Evans from WCC noted that since taking over from HCC that there had been some changes to the original design.</p> <p>Graduated speed reduction from National limit, to 40 mph and 30 mph would be introduced by Hockley cottages. A plan was presented to the council and the concept was explained.</p> <p>There would be anti-skid surfacing and widening of some footpaths. (Minimum 1.8m wide.) There was some concern about consultation with residents affected. After the meeting Chris Evans would talk with the residents. There was some concern about the noise of the crossing for the nearby residents. It was noted that there can be a silencer on the crossing and guards on the lights. Cars will stop across the entrance to one property. There was a question about possible “Keep Clear” road markings at Bourne Lane and solid white line. It was felt that when informing residents about the scheme that an emphasis should be given on why this scheme was chosen. Existing crossing one will be removed.</p> <p>It was hoped that it would be built in the current financial year but there needed to be more detailed drawings made prior to the work. Financially it would be agreed by HCC as a delegated decision. WCC will talk to residents and school.</p> <p>Chris Evans asked the council on their opinions about using narrowing road markings to show a reduction in carriageway. The lines reduce the road to 2.5 m running carriageway with a buffer in the white lined area. The Council felt that it would create a visual narrow carriageway. It was felt that it would protect cyclists. WCC felt that the scheme did not need to go to full village consultation. A letter would be written with full explanation of why the position was chosen including plans. It will note that the Parish Council have given support. WCC will meet with the school. All residents with frontage on the road will be written a letter. Letter could go on TIS and noticeboard. ACTION Chair to pass on letter/plans to be placed on the noticeboard. Reduced speed limits – 40 mph buffer prior to the 30 mph to reduce speed into the Village. Waiting for Police consultation. Important that speed reduced prior to Hockley Cottages. Traffic order process should only take six months.</p> <p>Cllr Humby noted that it was important to explain to residents about why it was chosen. Potential work at Shipley Road. Minor works scheme. Adjust entrance into Northfields to make it more obvious for stopping. Letters will be written prior to work. It will reduce priority with pedestrian. It was noted that a Stop line would be needed. All work would be on Highways land. There was some discussion over the private road and highways. Chris Evans would contact John Humphreys.</p> <p>RESOLVED the Council were content to support the design subject to communicating to the residents.</p>

28.2/14	To receive the County Councillor's report.																																					
	<p>Cllr Humby apologised for not attending the AGM due to family commitments.</p> <p>Cllr Humby wanted to update the meeting about the crossing (see above) and the speed limit reduction.</p> <p>Boomtown – Cllr Humby had met with directors to understand what happened over the lack of communication. Emails were not received. Gave update on the meeting.</p> <p>Congratulations were made to Cllr Humby on being elected to leader of the City Council.</p> <p>Flood grants – No reply to letter of confirming help with from Central Govt. over compensations being more flexible. A councillor asked how further information about flood claims would be given to residents and businesses. Information would be on the website to pass onto residents and anyone with any questions would be encouraged to contact HCC and in particular Eloise Appleby. ACTION Cllr Humby and Cllr Lawton.</p>																																					
28.3/14	To receive the District Councillor's report.																																					
	<p>Cllr Izzard - Apologies for not attending AGM due to Colden Common APM.</p> <p>Silver hill – Several residents were unhappy about redevelopment.</p> <p>Planning committee – 1 The Drove was turned down by committee.</p> <p>There would be a joint letter on Eastleigh plan between Colden Common and Twyford. ACTION: Cllr Izzard and Cllr Corcoran.</p> <p>Cllr Henry – It was noted that Cllr Henry had been away.</p>																																					
28.4/14	Presentation on the proposed pedestrian crossing - Chris Evans, WCC																																					
	See above																																					
29/14	Councillors questions																																					
	NONE																																					
30/14	To approve the Minutes of the meeting held on 15th May 2014																																					
	RESOLVED to approve as a true copy.																																					
31/14	Matters arising from these minutes (not on the agenda)																																					
	Transport Rep – Cllr Wheeler																																					
32/14	To receive minutes from the Planning committee.																																					
	Received prior to the meeting.																																					
33.1/14	To receive the minutes from the Recreation committee.																																					
	Meeting to be held July.																																					
33.2/14	To discuss the requirements for Football season 2014. Sunday cleaner.																																					
	<p>Football 2014</p> <table border="1"> <thead> <tr> <th><u>Team</u></th> <th><u>Contact</u></th> <th><u>Day</u></th> <th><u>Details</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>Colden Common O18</td> <td>Dave</td> <td>Saturdays</td> <td>Not suitable</td> <td></td> </tr> <tr> <td>Otters</td> <td>Barry Small</td> <td>NO LONGER</td> <td>To confirm dates and usage</td> <td></td> </tr> <tr> <td>Welcome Inn</td> <td>Andy Smith</td> <td>Sundays</td> <td>10.30 am Mid August - April</td> <td></td> </tr> <tr> <td>Colden Common U18</td> <td>Colin Blake</td> <td>Sundays</td> <td>10am</td> <td rowspan="4">Are nets set up</td> </tr> <tr> <td>Twyford Sports O18</td> <td>Dean Gillingham</td> <td>red Sundays</td> <td>Same league as Welcome Inn</td> </tr> <tr> <td>Wessex Sports club</td> <td>Martin Anderson</td> <td>Saturday</td> <td>Requested – Clerk enquired about requirements</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	<u>Team</u>	<u>Contact</u>	<u>Day</u>	<u>Details</u>		Colden Common O18	Dave	Saturdays	Not suitable		Otters	Barry Small	NO LONGER	To confirm dates and usage		Welcome Inn	Andy Smith	Sundays	10.30 am Mid August - April		Colden Common U18	Colin Blake	Sundays	10am	Are nets set up	Twyford Sports O18	Dean Gillingham	red Sundays	Same league as Welcome Inn	Wessex Sports club	Martin Anderson	Saturday	Requested – Clerk enquired about requirements				
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33.3/14	To discuss the installation and on-going costs of another dog bin at Hunters Park																																					
	<p>Costs: £5 to empty – two weekly. Cost of a new bin approximately £175 plus VAT and installation.</p> <p>There was a long discussion about the need for a dog bin or another waste bin.</p> <p>PROPOSED to support up to £450 for a bin.</p> <p>ACTION: Clerk to discuss with Matt Riley.</p>																																					
33.4/14	To investigate with Twyford Community Project the possibility of adding a 100sqm room to the Pavilion at Hunter Park for the use of the village community primarily with young people in mind. All investigative work and costs to be funded by TCP.																																					

	<p>Cllr Scaiff - Declared an personal interest – Helen – Proposal – adding 100 sq. m room for the village. No specific dimensions. 100 sq. m plus storage. Same roof height. What about on-going funding for a building – how funded and if PC fund it how much forecast for any increase in Precept Intending to be self-supporting. Need for a design and feasibility study/on-going business plan. If the plan stated that it would be self-funding would it be acceptable to the Parish Council. Provide a facility and would be there to set up a committee to carry on the work of running the building. Feel that it would only be viable with the Play group and this has ramification on the Parish Hall. Put it forward as a joint project with the Playgroup. AGREED TCP to speak to the Play group and bring a plan forward. ACTION: Clerk to put in writing.</p>																																																																																												
34/14	Finance and Council matters																																																																																												
34.1/14	To receive minutes from the Finance committee on 13 th March 2014																																																																																												
	The Clerk had emailed the minutes ahead of the meeting. Gave verbal report.																																																																																												
34.2/14	<p>To receive a recommendation from the Finance Committee to agree the following</p> <ul style="list-style-type: none"> i) To receive a report from the Chair of Finance on the year-end accounts 2013/14 – RESOLVED to agree Internal Audited accounts. ii) To agree and sign the Section 1 of the Annual Accounts Statement and submit to the Audit Commission RESOLVED to accept iii) To agree and sign Section 2 of the Annual Governance Statements for submission to the Audit Commission. RESOLVED to agree the answers. iv) To note the recommendations from the Internal Audit and agree actions. RECEIVED and will action all points. Proposed SW all agreed. <p>RESOLVED To approve ACTION: Bring members Interest forms – Need to write None</p>																																																																																												
34.3/14	To agree payments for June 2014																																																																																												
	<p style="text-align: center;">Accounts certified by the Clerk as correct for payment</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 15%;">Payee</th> <th style="width: 65%;">Description</th> <th style="width: 10%;">Total</th> </tr> </thead> <tbody> <tr><td>22-May</td><td>Knapp</td><td>Sight Screens final payment</td><td>£1,000.00</td></tr> <tr><td>27-May</td><td>We Can Specialists</td><td>Matt Riley May</td><td>£1,458.00</td></tr> <tr><td>27-May</td><td>E Billingham</td><td>May payment</td><td>£808.43</td></tr> <tr><td>27-May</td><td>S Lauder</td><td>May payment</td><td>£72.00</td></tr> <tr><td>25-Jun</td><td>E Billingham</td><td>June - see notes on adj</td><td>£835.26</td></tr> <tr><td>25-Jun</td><td>HMRC</td><td>June with NI adj see June Monthly deduction</td><td>£24.07</td></tr> <tr><td>25-Jun</td><td>S Lauder</td><td>June payment</td><td>£72.00</td></tr> <tr><td>19-Jun</td><td>E Billingham</td><td>Clerks Expenses</td><td>£156.85</td></tr> <tr><td>13-Jun</td><td>W Lawton</td><td>Skip Hire</td><td>£220.00</td></tr> <tr><td>19-Jun</td><td>St Marys Church</td><td>Feb Meeting</td><td>£30.00</td></tr> <tr><td>19-Jun</td><td>Southern Electric</td><td>Pavilion HP</td><td>£141.68</td></tr> <tr><td>12-Jun</td><td>British Gas</td><td>Charge</td><td>£6.04</td></tr> <tr><td>19-Jun</td><td>Do the Numbers</td><td>Audit</td><td>£320.00</td></tr> <tr><td>19-Jun</td><td>WCC</td><td>Annual Play Inspections x 3</td><td>£113.40</td></tr> <tr><td>19-Jun</td><td>HPFA</td><td>Annual membership</td><td>£60.00</td></tr> <tr><td>19-Jun</td><td>Staples</td><td>Staples Printer - to charge OBPC ink</td><td>£257.94</td></tr> <tr><td>19-Jun</td><td>Twyford Parish Hall</td><td>Steve Brine Visit</td><td>£15.00</td></tr> <tr><td>19-Jun</td><td>Debbie Harding</td><td>Internet</td><td>£17.96</td></tr> <tr><td>19-Jun</td><td>CCorcoran</td><td>Fencing - Meads</td><td>£244.14</td></tr> <tr><td>19-Jun</td><td>S Watson</td><td>Flood costs</td><td>£1,410.80</td></tr> <tr><td>19-Jun</td><td>Arbor Call</td><td>Ash tree at Rec</td><td>£600.00</td></tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">£7,863.57</td> </tr> </tbody> </table>		Payee	Description	Total	22-May	Knapp	Sight Screens final payment	£1,000.00	27-May	We Can Specialists	Matt Riley May	£1,458.00	27-May	E Billingham	May payment	£808.43	27-May	S Lauder	May payment	£72.00	25-Jun	E Billingham	June - see notes on adj	£835.26	25-Jun	HMRC	June with NI adj see June Monthly deduction	£24.07	25-Jun	S Lauder	June payment	£72.00	19-Jun	E Billingham	Clerks Expenses	£156.85	13-Jun	W Lawton	Skip Hire	£220.00	19-Jun	St Marys Church	Feb Meeting	£30.00	19-Jun	Southern Electric	Pavilion HP	£141.68	12-Jun	British Gas	Charge	£6.04	19-Jun	Do the Numbers	Audit	£320.00	19-Jun	WCC	Annual Play Inspections x 3	£113.40	19-Jun	HPFA	Annual membership	£60.00	19-Jun	Staples	Staples Printer - to charge OBPC ink	£257.94	19-Jun	Twyford Parish Hall	Steve Brine Visit	£15.00	19-Jun	Debbie Harding	Internet	£17.96	19-Jun	CCorcoran	Fencing - Meads	£244.14	19-Jun	S Watson	Flood costs	£1,410.80	19-Jun	Arbor Call	Ash tree at Rec	£600.00				£7,863.57
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34.4/14	To discuss and agree on a proposal to set aside £2000 budget for Parish footpath maintenance.																																																																																												

	<p>Cllr Scaiff gave background. HCC Paths to Pathway meeting – Six footpaths can be nominated for Rights of Way cutting programme. There were four paths that it was felt needed extra work within the parish. Footpath 7, 10, 12 and 13. Proposal was to cut once a year. There was a lot of discussion about notifying residents. Number of complaints due to over grown paths. Agreed important to make sure cut and identify areas over the winter and send the letters in the Spring. RESOLVED to agree to spend up to £2000 on four paths. Agree to review early in 2015. ACTION: Cllr Scaiff and Clerk to find a send out tenders and find a contractor. ACTION: To put on TIS that TPC would be cutting but is responsibility of landowners. It was noted that Bishops Waltham Lengthsman is £9.35 an hour plus VAT and .45 p per mile to travel.</p>
34.5/14	To discuss and agree on a proposal to hold a Parish filing cabinet at a location in the centre of the village.
	<p>Cllr Scaiff noted that it would be a good idea to locate a filing cabinet within the village. AGREE in principle. ACTION Cllr MacLeod and Cllr Corcoran would make enquiries about possible location.</p>
34.6/14	To discuss and agree on applying for a Countryside access small grant for a map board and agree content.
	<p>Cllr Scaiff explained the background. A location would be needed and several were discussed. Outside the church or by the shop. ACTION: Clerk to ask about grant and how many.</p>
35/14	Twyford Open Spaces
35.1/14	<p>Matters Arising: Item 60/13 – Meads area –The Footpaths Officer would be meeting with the Clerk after the flood water had reduced. On-going. ACTION Footpath 2 and 4</p>
35.2/14	Berry Meadow - update
	<p>Cllr Corcoran updated the FPC on the details of the committee meeting. Suggest that the two be managed together. There was some discussion over merging the two together. Aware that the Locks would be busy with visitors in the next few weeks.</p>
36/14	Highways and Footpaths
36.1/14	Item 97.1/13 - Footpath clearance – Nurses Path –See proposals below
	See below
36.2/14	To agree on the six footpaths to be put forward to the HCC Countryside cutting schedule.
	RESOLVED to AGREE Footpath 2 and 4, Footpath 8 across Manor Farm, Footpath 16 B3335 to Boundary. Footpath 20 – Monarchs Way to waterworks, Footpath 24 Park Lane across Hunters Park.
36.3/14	Boomtown – Cllr Lawton to update.
	<p>Cllr Lawton had sent out correspondence relating to Boomtown. It was felt important to note that the council would comply and help but the council do not feel it is the right route. It was important to monitor the situation. It was felt the parking needed to be suspended and this would be the role of Boomtown. AGREED to write to Boomtown and state that the Parish Council felt that it was the wrong route and would be inconvenient for residents of Twyford. Chaos and the need to help people to cross the road and assign a policeman to the village. There was a need for an alternative route. A named person at Boomtown for overseeing Twyford. Boomtown would have CCTV. To ask Village Shop to turn CCTV camera to junction. ACTION Cllr Lawton to write letter and send around to all for approval.</p>
37/14	Neighbourhood Plan update
	Update on the working party - Cllr Corcoran
	<p>Progress on going – Two committees – management and technical. Some work was needed to work with adjoining parishes – Compton, Oswelbury, Winchester, and Colden Common. RESOLVED to delegate to Cllr Lawton to take forward the preliminary stages with the SDNP – Definition, request to start and consultation to adjoining parishes. Have all roles but there was need Administrator and Clerk. There was some discussion over the role of Clerk and how best to manage that role with regard to NI and tax. ACTION: Clerk to make enquiries on implications with HALC or auditor.</p>
38/14	Flood update
38.1/14	To note that the Bellwin claim had been submitted.
	Parish Hall car park – Still too wet to repair. Parish Hall to claim Community fund from Boomtown.
39/14	Cycle path – Update – Cllr Scaiff

	Colden Common – Cllr Lawton and Cllr Iazard to write a letter. ACTION; Cllr Lawton and Cllr Iazard. Clerk to liaise with Colden Common.
40/14	Correspondence
	None
41/14	Date of next meeting
	Lengthsman tasks – Bourne Lane and Hazeley road – Triangle grass long. AGENDA; Defibrillator.