

## TWYFORD PARISH COUNCIL

Minutes of a meeting of the Full Parish Council  
held on Thursday 13<sup>th</sup> December 2018 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 Mitchell (Acting Chair)	Councillor Lawton	Jo Nicholson (Clerk)
Councillor Pullen	Councillor Pain	1 member of public
Councillor Wheeler	Councillor West (Maternity Leave)	Councillor Iazard
Councillor Sellars	Councillor Humby	
Councillor Corcoran		
Councillor Cook		
Councillor Forder-Stent		

<b>Item</b>	<b>Business Transacted</b>
<b>162/18</b>	<b>To receive and accept apologies for absence</b>
	Apologies were received from Cllr Lawton, Cllr Pain, Cllr Humby and Cllr West is on maternity leave.
<b>163/18</b>	<b>To receive declarations of interest relevant to agenda items</b>
	The registered declarations were applied. In addition, Cllr Mitchell decided to not participate in agenda item 175/18 as he volunteers to support Graze event and chairs the Graze Fund Committee. Cllr Cook declared that she knew personally Shoreland Network Solutions, so opted to exclude herself from item 173.2/18. Cllr Corcoran had an interest in Southern Planning historically when plans for item 168.1/18 were discussed, so opted to exclude himself from the discussion / decision.
<b>164/18</b>	<b>To approve and sign-off, as a true record, the minutes for the meeting on 22<sup>nd</sup> November 2018</b>
	The minutes from 22 <sup>nd</sup> November 2018 were approved as a true record of events proposed by Cllr Forder-Stent and seconded by Cllr Corcoran.
<b>165/18</b>	<b>To adjourn for public participation</b>
165.1/18	To receive questions from the members of the public.
	None received.
165.2/18	To receive the County Councillor's report.
	Apologies received

165.3/18	To receive the District Councillors' reports.
	<p>Cllr Izard provided an update on the planning application for Dolphin Hill, which is hoping to go to Planning on 10<sup>th</sup> January, which he hopes to attend.</p> <p>Cllr Izard had chased up the leaf clearing / sweeping in Twyford, and the programme has now been done. If there are any additional roads required, which are not on the list, the PC would need to pay for it. The reason for the delay in the clearing, was due to the leaves being "too wet".</p> <p>Cllr Cook is setting up a meeting with WCC to discuss parking restrictions on Hazeley Road, by the post office. Cllr Cook will also discuss restricting parking at the layby by Hockley Golf Club. Cllr Cook also mentioned that funding may be available from WCC in the New Year, for sport/fitness projects.</p>
166/18	<b>To receive an update on matters arising from the minutes of the Full Council meeting held on 22<sup>nd</sup> November 2018 that are not included elsewhere on the agenda and to consider the status of progress to date</b>
	Cllr Cook will raise with Neville Crisp when she meets him next week, regarding moving the weight limit sign on Hazeley Road.
167/18	<b>Councillor Corcoran to provide an update on progress of the Neighbourhood Plan</b>
	<p>The Neighbourhood Plan team were updated on the capital expenditure programme identified from the TPC 5 year plan, which includes the Neighbourhood Plan projects. The TNP mentioned that this should be hand in hand with CIL funding.</p> <p>The full drainage report has not been received by Mayer Brown yet, and Mayer Brown are currently defining the work which is yet to be done.</p> <p>The TNP are revising policies in line with SDNP Plan. A new policy has been created for Orchard Close, as it is in the Countryside.</p> <p>The TNP aim to get the NP to the Parish Council to approve in February 2019.</p>
167.1/18	<b>To identify places in Twyford to be of community value and agree to have them registered as Community Assets. See report</b>
All Clerk	<p>The TNP has a list of defined Community Assets. The Council need to decide which assets are to be registered. Cllr Corcoran advised that is a registered asset is put up for sale, the PC have the right to be notified. The PC then would have 6 months to put in an offer for the asset. The PC do not have first refusal, and the seller of the asset are not obliged to accept the offer by the PC. The PC were advised to carefully consider which assets should be registered, as the implications are lengthy for the current owner of the asset, should they wish to sell in the future. The Council were asked to consider which assets have real value to the village.</p> <p><b>Action: Cllrs to consider which assets have real value to the village.</b></p> <p><b>Action: Clerk to add to agenda early in 2019.</b></p>

<b>167.2/18</b>	<b>To identify any additional Local Green Space in Twyford and ask TNP to consult each owner before taking further action. See report</b>
<b>Cllr CC</b>	The Parish Council can register pieces of land which are demonstrably special to the Parish, which would protect the land from future building. The Parish Council discussed the green area in the centre of Churchfields.  <b>Action: Cllr Corcoran obtain further advice from the TNP to progress Churchfields further.</b>
<b>168/18</b>	<b>To receive an update from the Planning Committee and any updates on any matters arising unless already covered by another agenda item</b>
	The Minutes from the planning committee have been circulated to the PC.
<b>168.1/18</b>	<b>Resolve to support planning application SDNP/18/06144/HOUS, which requires a decision prior to the next planning committee meeting.</b>
	The property has been previously discussed at Planning, and has now been presented again with further information. It was resolved that TPC support the application, with the standard text regarding considerate deliveries etc. Proposed by Cllr Mitchell, and seconded by Cllr Cook.
<b>169/18</b>	<b>Resolve to adopt the amended version of TNP BE 2 with the extension of the defined area of BE2 to include Site 1, for inclusion in the pre- submission draft in due course. In addition, resolve to send SDNPA, Twyford Parish Council views' on the plans submitted by Brio at Northfields for a retirement village of approx 100 units as Pre-submission consultation. See report</b>
<b>Clerk</b>	Cllrs Lawton, Mitchell and Corcoran attended a briefing by Hazeley Developments regarding Brio's plans to provide approx. 100 unit retirement village. The Council discussed the positives and negatives of the development. The positives included the removal of The Mill, removal of the plans for the care home, and reduced traffic and noise at the industrial site. The negatives included; disregard of SD's Plan, disregard of Neighbourhood Plan work on 20 houses, over representation of older age group in the village, proximity of housing to amenities for this age group, 10% increase in housing, 18% increase in village population. The developers would neither provide affordable housing, or pay CIL.  Grave concerns regarding the lack of Consultation with the village, PC and SD were voiced. It was resolved to provide the following to SD's planning, via the planning portal: <ol style="list-style-type: none"> <li>1. TNP BE2 policy</li> <li>2. Report drafted by Cllr Corcoran outlining the PC concerns</li> <li>3. Make a clear comment requiring more Consultation, Information and Publicity</li> </ol> Proposed by Cllr Corcoran, seconded by Cllr Wheeler.  <b>Action: Clerk to action the above</b>  <b>Action: Cllr Cook to talk to Heather Lealan regarding the pre-app and the PC concerns.</b>

170/18	<b>To receive an update from the Finance Committee on matters arising; and to note or discuss action taken since unless already covered by another agenda item</b>																																																												
	None in addition to item 171/18 and 172/18																																																												
171/18	<b>Resolve to approve payments to be made in December 2018</b>																																																												
	<p>The payments to be made in December were reviewed and discussed.</p> <table border="1" data-bbox="332 399 1567 1060"> <thead> <tr> <th colspan="3" data-bbox="332 399 1567 430"><b>December payments for approval</b></th> </tr> <tr> <th data-bbox="332 430 576 493">Payee</th> <th data-bbox="576 430 1404 493">Details</th> <th data-bbox="1404 430 1567 493">Amount Paid</th> </tr> </thead> <tbody> <tr> <td>A Lauder</td> <td>Pavilion cleaner salary</td> <td>80.00</td> </tr> <tr> <td>J Nicholson</td> <td>Clerk Salary for December</td> <td>709.29</td> </tr> <tr> <td>J Nicholson</td> <td>expenses for December</td> <td>27.91</td> </tr> <tr> <td>HMRC</td> <td>Clerk PAYE and NI for December salary</td> <td>191.57</td> </tr> <tr> <td>HCC pensions</td> <td>December Clerk pension</td> <td>189.78</td> </tr> <tr> <td>Business Stream</td> <td>pavilion water supply september</td> <td>5.82</td> </tr> <tr> <td>Transfer from Savings</td> <td>£10,000 transfer between accounts</td> <td></td> </tr> <tr> <td>Amazon</td> <td>Fence posts to repair play area fencing</td> <td>49.99</td> </tr> <tr> <td>PWLB</td> <td>Loan repayments for Gilbert Room and Berry Meadow</td> <td>2,615.92</td> </tr> <tr> <td>H Frearson</td> <td>Neighbourhood plan admin hour x 12.5 in November</td> <td>187.50</td> </tr> <tr> <td>MJT decorating</td> <td>SLR movement 12.10.2018</td> <td>96.00</td> </tr> <tr> <td>J Nicholson</td> <td>reimbursement of mobile phone</td> <td>21.00</td> </tr> <tr> <td>Green Smile Ltd</td> <td>Groundsman provision for December</td> <td>1,663.65</td> </tr> <tr> <td>O Drainage Central</td> <td>repair to water forcet on allotment</td> <td>119.53</td> </tr> <tr> <td>1 &amp; 1 internet</td> <td>website server provision for december</td> <td>8.39</td> </tr> <tr> <td>EDF energy</td> <td>monthly standing charge for electricity at pavilion</td> <td>50.00</td> </tr> <tr> <td>microsoft office</td> <td>monthly charge for office provision (december)</td> <td>33.00</td> </tr> <tr> <td>Twyford Pre School</td> <td>second payment of S137 for ballard close allotment approved 24.05.2018. (£1</td> <td>660.00</td> </tr> </tbody> </table> <p>It was resolved to make the payments as presented, proposed by Cllr Forder-Stent and seconded by Cllr Wheeler.</p>	<b>December payments for approval</b>			Payee	Details	Amount Paid	A Lauder	Pavilion cleaner salary	80.00	J Nicholson	Clerk Salary for December	709.29	J Nicholson	expenses for December	27.91	HMRC	Clerk PAYE and NI for December salary	191.57	HCC pensions	December Clerk pension	189.78	Business Stream	pavilion water supply september	5.82	Transfer from Savings	£10,000 transfer between accounts		Amazon	Fence posts to repair play area fencing	49.99	PWLB	Loan repayments for Gilbert Room and Berry Meadow	2,615.92	H Frearson	Neighbourhood plan admin hour x 12.5 in November	187.50	MJT decorating	SLR movement 12.10.2018	96.00	J Nicholson	reimbursement of mobile phone	21.00	Green Smile Ltd	Groundsman provision for December	1,663.65	O Drainage Central	repair to water forcet on allotment	119.53	1 & 1 internet	website server provision for december	8.39	EDF energy	monthly standing charge for electricity at pavilion	50.00	microsoft office	monthly charge for office provision (december)	33.00	Twyford Pre School	second payment of S137 for ballard close allotment approved 24.05.2018. (£1	660.00
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172/18	<b>Resolve to agree the budget and precept for 2019 / 2020</b>																																																												
	<p>The Clerk had not received any amends to the proposed budget from the last meeting. Therefore, the budget reviewed at the last FPC was discussed. A 10% increase in precept helps enable the delivery of the projects identified from the Neighbourhood Plan and village development plan. Avenues for grants for projects will be applied for wherever possible. The removal of CTS from WCC also means that despite a 10% rise in precept, the actual income only increases by 8%.</p> <p>A 10% rise to precept was voted on, 6 voted for the increase, and 1 voted against. Cllr Cook wishes to be named as voting against. The resolution was carried, proposed by Cllr Mitchell and seconded by Cllr Corcoran.</p>																																																												
173/18	<b>To receive an update on matters arising from the Recreation Committee; to note or discuss action taken since unless already covered by another agenda item</b>																																																												
	Minutes from the last meeting have been circulated. No items in addition to items below																																																												
173.1/18	<b>Resolve to appoint a contractor for the cricket square without 3 comparison quotes.</b>																																																												

	On the basis that more than 3 quotes were obtained just over 12 months ago as a price comparison, and only one specialist contractor provided a tender, it was resolved to appoint the contractor based on one quote. Proposed by Cllr Forder Stent, seconded by Cllr Sellars.
<b>173.2/18</b>	<b>Resolve to appoint Shoreland Network Solutions Ltd as the Cricket Square contractor for Hunter Park, on a 3 year contract</b>
	The recreation committee have fully considered the contract and tender. The Council resolved to appoint Shoreland Network Solutions Ltd as the Cricket Square contractor for Hunter Park, on a 3 year contract, to review pricing after 12 months. Proposed by Cllr Pullen and seconded by Cllr Forder Stent.
<b>174/18</b>	<b>Councillor Corcoran to provide an update on Berry Meads &amp; Compton Lock Committee.</b>
<b>Cllr CC</b>	<p>A funding bid has been completed. The tenders have not been completed yet. The Clerk has submitted an invoice to obtain the grant money from SDNP.</p> <p>A TV programme aired regarding swimming at Compton Lock, the PC were not aware, and it was not endorsed by the PC.</p> <p>With regards to insurance cover at the lock, a reply has not been received from the SD ranger, who was asked to provide advice.</p> <p><b>Action: Cllr Corcoran to approach HCC Countryside services for advice on managing the lock to satisfy the insurance company requirements.</b></p> <p>To ensure the Stewardship grants are renewed in 2020, the Berry Meadow Committee are starting to talk to farmers across the farming community. Prior to TPC joining any community, Cllr Corcoran will present a resolution to the Parish Council.</p>
<b>175/18</b>	<b>Resolve to find appropriate means of providing financial support to Graze, if required, of not more than £5,000.</b>
	The Council voted on whether they wished to support financial support to Graze. 4 voted in support, 1 voted against, 1 abstained, and 1 did not vote. It was resolved to show support. Additional resolution, specifying exact amount and how it would be distributed is required. Proposed by Cllr Cook and seconded by Cllr Wheeler.
<b>176/18</b>	<b>Resolve to purchase a dual bin for the corner of Queen Street and Finches Lane at £240.</b>
	It was clarified that the dual bin will be located further back than the current red dog poo bin. It was resolved to purchase the dual bin, proposed by Cllr Cook and seconded by Cllr Sellars.
<b>177/18</b>	<b>Resolve to approve the following policies and procedures; Subject Access Request and Talking to Press</b>
	The policies were circulated prior to the meeting for all to read. It was resolved to adopt the policies, proposed by Cllr Cook and seconded by Cllr Sellars.
<b>178/18</b>	<b>Consider status of footpaths, byways and pavements, and report any required maintenance required.</b>

<b>Cllr Cook and Clerk</b>	<p>The footpath leading up to New Barn Farm was queried, which the Clerk continues to chase up the status.</p> <p>Cllr Cook updated that Northfields residents have received correspondence from Humphrey's requesting that people do not walk across the old Hazeley Farm Shop grounds.</p> <p><b>Action: Cllr Cook and Clerk to inquire if there is any public right of way across Hazeley Farm</b></p>
<b>179/18</b>	<b>Resolve to inform HCC of the additional footpaths to be cut in 2019 / 2020</b>
<b>Clerk</b>	<p>It was resolved to make no amendments to the footpaths submitted in 2018 / 2019.</p> <p><b>Action: Clerk to send HCC the details of the paths to be cut in 2019 / 2020; 2, 4, 24, 8 and 20.</b></p> <p>Proposed by Cllr Mitchell and seconded by Cllr Sellars.</p>
<b>180/18</b>	<b>Update on Pumfrett's Bank</b>
	Cllr Corcoran and Cllr Lawton met with HCC solicitors, and the correspondence with the owners of Pumfrett Bank are ongoing.
<b>181/18</b>	<b>Consider changes to the deployment schedule of the SLR camera, currently shared with Colden Common, Hursley and Otterbourne. Ascertain next steps.</b>
<b>Clerk</b>	<p>Cllr Izard explained that CC had purchased two new speed cameras, and had obtained 2 new locations from HCC where the camera's could be located. The new camera will count the number of vehicles passing the camera. The Speedwatch camera records the speed of the vehicle, and it is reported to the police, who send a letter to the driver.</p> <p>As other Parishes are purchasing their own equipment, it was agreed for the Clerk to look into the cost of the equipment, and what the associated costs would be.</p> <p><b>Action: Clerk to investigate costing of purchasing new equipment vs maintaining the current equipment.</b></p> <p>Reinstating Twyford Speedwatch was discussed.</p>
<b>Cllr Cook</b>	<b>Action: Cllr Cook to put Clerk in contact with Penny Smith to understand what is required of volunteers</b>
<b>Clerk</b>	<p>It was agreed that a traffic movement strategy is required for the village.</p> <p><b>Action: to be followed up</b></p>
<b>182/18</b>	<b>Public Transport and Bus Stops – To receive an oral report from Councillor Wheeler</b>
<b>Cllr Wheeler</b>	<p>The WCC movement Strategy requires a response by 13<sup>th</sup> January.</p> <p><b>Action: Cllr Wheeler to send Clerk draft comments, Clerk to circulate to PC's, and submit with or without amends to WCC.</b></p>
<b>183/18</b>	<b>Eastleigh Local Plan update</b>
	No further update

<b>184/18</b>	<b>Review progress to date on previous FPC meeting outstanding actions</b>
<b>All</b>	<b>Action: Cllrs to send Clerk updates.</b>
<b>185/18</b>	<b>To note, for information only, significant communications on matters that are not included elsewhere on the agenda</b>
	None
<b>186/18</b>	<b>To raise any items for the agenda for the Full Parish Council meeting proposed as a new date 17<sup>th</sup> January 2019 (brought forward from the 24<sup>th</sup> January)</b>
	None

Jo Nicholson - Clerk to the Parish Council – 18<sup>th</sup> December 2018. Contact: [clerk@twyfordhants.org.uk](mailto:clerk@twyfordhants.org.uk)