

FULL COUNCIL

TWYFORD PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 29th July 2021 at 7.30pm

At Twyford Parish Hall

Present:

Cllr. Lawton (in the Chair)

Cllr. Pain

Cllr. Forder-Stent

Cllr. Cook

Cllr. Pullen

Cllr. Corcoran

Cllr. Sellars

In attendance:

J.P. Matthews - Clerk

Minute	Business Transacted
50/21	Chairman's comments The Chairman welcomed everyone to the meeting.
51/21	Apologies for Absence Apologies were received from Cllr. Humby (HCC), Cllr. Hill, Cllr. Bronk and Cllr. Mitchell
52/21	Requests for Dispensation under Section 33 Localism Act No requests were received.
53/21	Declarations of Interest Cllr. Cook declared an interest in item on Community Grant Applications as she is the Treasurer of Ballards Close committee and a Trustee of the Twyford Waterworks.
54/21	Approval of Minutes It was Resolved that the minutes of the Meeting of Twyford Parish Council held on 24 th June 2021 be approved.
55/21	Public Representation There was no public representation
56/21	County Councillor's report No report was received.
57/21	District Councillors' report The report was noted and is attached in the appendices. Cllr. Cook informed members that Cllr. Bronk and herself had secured a meeting with Cllr. Oppenheimer (HCC), Executive Member for Highways Operations, due to take place in the following weeks. Cllr. Cook also provided additional information regarding a group of young men at Compton Lock who had verbally abused her. This had been reported to the PCSO.
58/21	Clerk's report Members received the report. The Clerk also advised members that he had been advised by the water supply company to claim against the Council's insurers in relation to the leak on the supply pipe at Hunter Park. The report was noted .

59/21	<p>Matters Arising from the minutes of the Full Council Meeting held on 24th June 2021</p> <p>There were no items to report.</p>
60/21	<p>Update from the meeting of the Planning Committee</p> <p>The minutes of the meeting of the Planning Committee held on 8th July were received.</p>
61/21	<p>Update from the meeting of the Recreation Committee</p> <p>The minutes of the meeting of the Planning Committee held on 8th July were received.</p> <p>Cllr. Pullen advised members that good progress was being made on the play area enhancements but noted that dogs had been observed in the wood chip underneath the new climbing frame. A fence may have to be considered for installation around the area. A question was asked about the climbing wall and whether it was suitable for smaller children. The Clerk confirmed that the Council's tender for the project specified that this was an area for older children. The Chairman suggested that use of the wall be monitored, and any proposed adjustments be considered by the Recreation Committee.</p> <p>Cllr. Pain gave a verbal update on the allotment inspections which had taken place earlier that day with the Assistant Clerk. There had been good progress and anticipated a further inspection would take place in September.</p> <p>There were two recommendations:</p> <p>R9/21 Cllr. Pullen explained the background to planting a cherry tree in memory of Ian Wheeler; that it blossoms in the springtime around the time that Ian passed away.</p> <p>It was Resolved to Approve the purchase of an ornamental cherry tree at a cost of £250, funded from general reserves, with Cllr. Sellars making the arrangements to procure the tree.</p> <p><i>Cllr. Pain arrived at 7.52pm</i></p> <p>R13/21 Cricket sightscreens – members considered that the need, particularly at this late stage of the season was marginal. The Clerk advised members that he had received a verbal proposal from the cricket club that they could fund 50% of the £1,600 cost of the screens.</p> <p>It was Resolved not to purchase the sightscreens at this time and that the cricket club should prepare a formal proposal, including part funding, to a future meeting of the Recreation Committee.</p> <p>Proposed by Cllr. Corcoran, seconded by Cllr. Sellars.</p>
62/21	<p>Hunter Park car park</p> <p>This item had been added at the request of the Recreation Committee following a report noted at that meeting.</p> <p>The Clerk updated members and advised that ad hoc surveys of vehicles, duration, and purpose of visits to the car park were being undertaken. As well as some night-time parking, vehicles were also utilising the car park during the daytime for purposes other than visiting the park, with the car park being not being able to accommodate legitimate visitors. One vehicle had been using the car park at all times of the day and night for long durations and this had been observed over a period of many months. As a result, a notice was placed on the vehicle asking the owner to remove it. This will be followed up by a formal letter once the owner had been identified.</p> <p>Members expressed frustration at this continued misuse of the car park. The Clerk would continue to collect evidence to help inform members in future management considerations for the car park.</p>
63/21	<p>Update from the meeting of the Finance Committee</p> <p>The minutes of the meeting of the Finance Committee held on 8th July were received.</p> <p>The Clerk advised drew members' attention to minute F8/21 that alternative banking arrangements were being investigated.</p>

64/21	<p>Schedule of Payments</p> <p>It was Resolved to approve the Schedule of Payments for July 2021, together with a payment of £33.20 for printed flyers, which had been missed off the list circulated with the meeting papers.</p> <p>Proposed by Cllr. Sellars, seconded by Cllr. Lawton</p>															
65/21	<p>Balance of the bank accounts</p> <p>The bank balances as of 30th June were noted.</p> <table border="1" data-bbox="427 412 1050 689"> <thead> <tr> <th><u>Ordinary Accounts</u></th> <th colspan="2"><u>Interest rate</u></th> </tr> </thead> <tbody> <tr> <td>HSBC C/A</td> <td>£2,171.32</td> <td>0.0%</td> </tr> <tr> <td>HSBC Savings</td> <td>£85,487.34</td> <td>0.01%</td> </tr> <tr> <td>Nationwide</td> <td>£84,037.01</td> <td>0.05%</td> </tr> <tr> <td>Total</td> <td>£171,695.67</td> <td></td> </tr> </tbody> </table>	<u>Ordinary Accounts</u>	<u>Interest rate</u>		HSBC C/A	£2,171.32	0.0%	HSBC Savings	£85,487.34	0.01%	Nationwide	£84,037.01	0.05%	Total	£171,695.67	
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66/21	<p>List of Regular Payments</p> <p>It was Resolved to approve the List of Regular Payments.</p> <p>Proposed by Cllr. Lawton, seconded by Cllr. Forder-Stent</p>															
67/21	<p>Community Grant Applications</p> <p>The Chairman walked through each of the 4 applications. Cllr. Cook did not vote on this item.</p> <p>It was Resolved to award grants, using powers under Section 137 of the Local Government Act 1972, of:</p> <p style="padding-left: 40px;">£350 to Winchester Citizens Advice for funding toward recruiting and training new advisors.</p> <p style="padding-left: 40px;">£500 to Twyford Waterworks for funding towards the provision of a defibrillator</p> <p style="padding-left: 40px;">Up to £800 towards the set-up costs of the Locality Festival, subject to a meeting between the Chairman of the Council and the event organiser to agree suitable invoiced items.</p> <p>The funds to be allocated from general reserves.</p> <p>It was Resolved to award a grant, using powers under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, of:</p> <p style="padding-left: 40px;">£1,500 to Ballard Close Trustees to carry out repainting of play equipment.</p> <p><i>Cllr. Pain left the meeting at 9.10pm</i></p>															
68/21	<p>Fibre to the Premises Broadband project.</p> <p>Members received and noted the report.</p> <p>It was Resolved to approve the membership of the project team, (working group) as being Cllr. Bronk, Cllr. Cook, Mr Rupert Gregory, Ms Sarah Reynolds, supported by the Clerk.</p>															
69/21	<p>Request to carry out metal detecting on council owned land.</p> <p>Members considered the request. The terms of the Stewardship scheme prevented any such use of the Parish Farm area for metal detecting which left only the recreation areas</p>															

	<p>at Hunter Park and Northfields. Members thought it an unsuitable activity to carry out in the setting of a formal recreation ground.</p> <p>It was Resolved not to provide permission to carry out metal detecting on Council owned land.</p>
70/21	<p>Project Updates</p> <ul style="list-style-type: none"> • Neighbourhood Plan – Cllr. Corcoran advised that the examiner’s report is expected to be issued in the next week or two. • Cycleway – HCC advised that they will probably only consider the higher standard of segregated cycle paths, rather than shared. There is a cost that HCC will charge to evaluate the scheme. Cllr. Cook advised she had raised awareness of the project at a recent meeting of the Winchester Movement Strategy. As a result, Cllr. Corcoran advised they have a meeting with HCC strategy team and suggested an interim report is made back to WCC on progress. • Hunter Park – progress had been discussed elsewhere in the meeting. • Climate Change - Cllr Forder-Stent reported that the Green Fair had been a success, although it would have been good to have more visits from younger people and family groups and maybe promoting future activities with the school would be a potential option. The Chairman asked for his thanks to be passed onto the organisers for all their hard work.
71/21	<p>Items for consideration at a future Full Parish Council meeting</p> <p>There were no items suggested.</p> <p>The meeting closed at 9:35pm</p>

Item 57/21

District Councillors' Report

District Councillors' Report to Twyford Parish Council July 2021

Routine Refuse, Recycling and Garden Waste collections

WCC's contractor Biffa reported a shortage of drivers during the last month and therefore took the decision to maintain household waste and recycling services as their key priority. This caused one garden waste collection round in the Winchester District to be delayed by one day.

Any resident who suffers any missed collection should report it directly to WCC, (preferably on-line) before midday on the working day following the missed collection. If problems persist, please contact WCC Customer Services or one of your Ward Councillors.

Fly-tipping

Winchester City Council is currently erecting signs near locations with a history of regular fly-tipping to warn perpetrators that the site may be monitored by CCTV which may be used to prosecute offenders. A list of sites across the District has been disclosed to both Ward Councillors. Although laybys on the B3335 near Hockley Golf Course and Kiln Lane have suffered from fly-tipping they are not identified amongst the worst locations. If concerns exist about any specific locations in Twyford Parish (or elsewhere in the District) please provide details to the Ward Councillors so that signage and use of surveillance at those locations can be considered by the City Council.

Please note that the email to the Ward Councillors states: "The experience of other authorities is that putting signage up warning of cameras, together with the use of small camouflaged cameras is an effective deterrent to Fly-Tipping and does not see it move to another location."

Southampton Airport Runway Extension

Residents affected by noise from overflying aircraft may wish to complain to the airport using the following phone number: 02380 627070 or email: sounoisecomplaints@southamptonairport.com

Compton Lock

The City Council has continued to send Neighbourhood Services Wardens to the Lock and surrounding meadows during their normal working hours (and will continue to do so during the next few months). The wardens will act to prevent anti-social behaviour (including littering). The Police has also reported on their Facebook page that they are making periodic visits. Neither WCC nor the Police have referred to any concerns about anti-social behaviour at the time of their visits.

Visitors who see anti-social activity are asked to report it directly to the City Council using its Your Winchester online system or phoning 101 if non-emergency police presence is sought.

Ward Councillors: Tony Bronk: tbronk@winchester.gov.uk or telephone 714275

Sue Cook: susancook@winchester.gov.uk or telephone 07884111916



Twyford Parish Council

Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact me in advance of the meeting.

General reading and information.

The following publications have been received and available for members to read:

- Clerk & Councils Direct
- Annual report from Winchester Citizen's Advice
- News from Hampshire County Council
- **Hampshire ALC July Newsletter**
- Rural Service Network – Rural Bulletin July 2021
- Census – Newsletter for Local Authorities – Issue 30
- Hampshire Home Hub newsletter
- WCC Parish Connect newsletter
- South Downs News – July

Other information

- 1) All members need to be aware of the disclosable pecuniary interest forms and consider whether there have been any changes since it was last written. If there was a need for any change to be made, please contact me and I will supply fresh document for completion.
- 2) Insurance – is due for renewal on the 1st October which concludes a 3 year deal with the current provider. Quotations are being sought and will be brought to September's meeting of Council
- 3) Little progress has been made this month in renewing the lease for the electricity sub-station at the allotments.
- 4) The Openreach wayleave claim this is about to completed.
- 5) I have an outstanding task to arrange for adverts to be published both on noticeboards, website and social media in respect of the 3 councillor vacancies available for co-option.
- 6) The water leak at Hunter Park has now been fixed and I am now in discussions with the water company to see if any of the lost metered water charges are recoverable.
- 7) There was an enquiry from a member of the public regarding an automatic traffic counter which had been installed on Church Lane. My investigations confirmed that this had not been installed by HCC and was a private individual who had requested the work. The installation was in accordance with HCC requirements.
- 8) The SDNPA CIL grant for the Pavilion project has been received.

Jamie Matthews
Parish Clerk. 23rd July 2021

Schedule of Payments – July 2021

Ledger date	ExpTno	Paid	Gross	Vat	Net	Comments
01/07/21	71		31.84	0.00	31.84	Sue Merritt - Lock and chain for football goalposts
01/07/21	75		110.89	18.48	92.41	Business Stream - Allotment water
01/07/21	81		18.00	0.00	18.00	Wyatt Electrical - May 2021 Caretaking hours
01/07/21	82		240.46	0.00	240.46	Wyatt Electrical - June 2021 Caretaking hours
05/07/21	83	24/05/21	22.40	3.73	18.67	O2 - Monthly Phone bill - May
05/07/21	84	05/07/21	3.12	0.52	2.60	CLlr Sue Cook - Underpayment for paint (see entry 12 and 24)
14/07/21	87		325.00	0.00	325.00	Winchester City Council - Dog poo bin emptying Q1
19/07/21	88		22.40	3.73	18.67	O2 - Monthly Phone bill June
19/07/21	89		11.99	2.00	9.99	1&1 IONOS - Monthly hosting July
19/07/21	90		42.34	7.06	35.28	Edge IT - Antivirus s/w 1 year licence
19/07/21	91		7.49	1.25	6.24	Hampshire County Council - Cleaning materials - pavilion
19/07/21	92		77.50	0.00	77.50	Parish Hall - Hire for meetings May & June
19/07/21	93		240.00	40.00	200.00	Green Smile Ltd - Additional bin emptying May & June
19/07/21	94		40.00	0.00	40.00	ICO - Annual Data Protection Fee
19/07/21	95		888.00	148.00	740.00	Hampshire Heartwood - Pruning veteran Ash Tree
19/07/21	96		540.00	90.00	450.00	RJ Water Pipes - Pavilion underground water supply pipe fix
19/07/21	97		1,403.62	233.94	1,169.68	Shoreland Network Solutions - Cricket Square - June
19/07/21	98		1,663.65	277.27	1,386.38	Green Smile Ltd - Monthly Maintenance - June
22/07/21	99		18.00	0.00	18.00	Wyatt Electrical - July Caretaking hours
23/07/21	100		240.00	0.00	240.00	HMRC - July PAYE and NI
23/07/21	101		1,633.18	0.00	1,633.18	Employee Salaries - July Salaries
23/07/21	102		460.09	0.00	460.09	HCC Pensions - July Pensions Contributions
23/07/21	103		121.60	0.00	121.60	J.P. Matthews - June mileage
23/07/21	104		21.60	0.00	21.60	Sue Merritt - June mileage
			£8,183.17	£825.98	£7,357.19	

Missed off printed list - £33.20 to Mr R. Gregory for printed flyers for FTTP (Broadband) project.



Twyford Parish Council

Full Council Meeting – 29th July 2021

List of Regular Payments

Payee	Detail	Frequency
Direct Debits		
PWLB	Loan repayment	6 monthly
1 and 1 hosting	Website server hosting	Monthly
EDF Energy	Electricity to Pavilion	Monthly
SSE Southern Electric	Electricity to Field	3 monthly
Business Stream	Water to pavilion	3 monthly
Business Stream	Water to field	6 monthly
Business Stream	Water to allotment	6 monthly
Plusnet	Broadband line HP	Monthly
Vodafone (<i>to commence on cessation of O2 contract</i>)	Clerk & Asst Clerk mobiles	Monthly
ICO Data Protection	Annual data protection fee	Annual
Recurring Debit Card payments		
O2	Clerk mobile phone	Monthly
Microsoft	CLLrs outlook	Monthly
Microsoft	Clerk office 365	Annual
BACS payments		
Employee Salaries	Salaries	Monthly
Employee & Councillor Expenses	Mileage	Monthly
HMRC	PAYE and NI	Monthly
HCC pensions	Staff Pensions	Monthly
Green Smile Ltd	Groundsman Northfields and Hunter Park	Monthly
Shoreland Network Ltd	Cricket square maintenance	Monthly
WCC	Dog poo bin collection	3 monthly
Hilary Frearson	TNP admin support	Monthly
Wyatt Electrical	Caretaker for pavilion	Monthly
WIX	TNP website	Annual
HCC	Street Lighting	6 monthly
Individual hirers	return of deposits for sports and pavilion hire	
HALC	Membership to HALC	Annual
SLCC	Membership to SLCC	Annual
Parish Online	Subscription mapping tool	Annual
AdvantEdge	Accounts package and PC virus software	Annual
Twyford Parish Hall	Hire of hall for meetings	Monthly

