

# FULL COUNCIL

## TWYFORD PARISH COUNCIL

### MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 9<sup>th</sup> December 2021 at 7.55pm

At Twyford Parish Hall

**Present:**

Cllr. Lawton (in the Chair), Cllr. Bronk, Cllr. Hill  
Cllr. Pullen, Cllr. Corcoran, Cllr. Cook,  
Cllr. Forder-Stent, Cllr. Sellars, Cllr. Pain

**In attendance:**

J.P. Matthews - Clerk  
Cllr. Mitchell (via MS Teams), 1 member of the public

Minute	Business Transacted
144/21	<p><b>Chairman's comments</b></p> <p>The Chairman welcomed everyone to the meeting and reminded all present that he will be stepping down as the Chairman at the end of the municipal year.</p>
145/21	<p><b>Apologies for Absence</b></p> <p>Apologies were received from Cllr. Mitchell, who was attending remotely.</p>
146/21	<p><b>Requests for Dispensation under Section 33 Localism Act</b></p> <p>No requests were received.</p>
147/21	<p><b>Declarations of Interest</b></p> <p>No additional requests were received.</p> <p>The Clerk reminded all members that WCC have asked that fresh Declarations of Interest forms should be submitted annually.</p>
148/21	<p><b>Approval of Minutes</b></p> <p>It was <b>Resolved</b> that the minutes of the Meeting of Twyford Parish Council held on 25<sup>th</sup> November 2021 be approved.</p>
149/21	<p><b>Public Representation</b></p> <p>Members <b>received</b> the District Councillors' report which is attached in the appendices.</p>
150/21	<p><b>Highways Working Group</b></p> <p>Cllr. Bronk provide a short update on the work of the group.</p> <ul style="list-style-type: none"><li>• The location previously identified for crossing point on Finches Lane could be included in a programme of works by WCC which is being revised.</li><li>• HALC have written back to all member councils in relation to the 20s' plenty proposal which was passed at the recent AGM.</li><li>• Four suitable locations for Speedwatch on the main B3335 road have been visited and are awaiting approval.</li><li>• Feedback from the Police advises there are no suitable locations on the main B3335 road for safety camera vans and in any case, they rely on crash data statistics which currently do not support a case for these locations.</li></ul>

	<p>Cllr. Cook provided an update on the Cycleway project. HCC were currently using a tool to assess viability for the scheme and the results would hopefully be known in more detail in the new year. A reduction in speed limit to 40 mph for one section of the route is still under consideration.</p> <p>Cllr. Cook encouraged everyone to look at and reply to the Winchester Movement Strategy consultation.</p>																		
<b>151/21</b>	<p><b>Neighbourhood Plan Advisory Committee</b></p> <p>Cllr. Corcoran advised that the lead in period to the referendum had now started. WCC had issued all the statutory notices and polling cards had been sent out in the post. Documents relating to the TNP were available on the SDNPA and WCC websites and printed copies were available to inspect at the Post Office.</p> <p>Banners, leaflets and postcards were due to arrive from the printers and would be distributed during December and early January.</p> <p>Cllr. Bronk advised that anyone missing a poll card should contact Electoral Services at WCC.</p>																		
<b>152/21</b>	<p><b>Additional SLR Brackets</b></p> <p>Westcotec provided a quotation for 3 additional brackets to mount the SLR signs onto posts. Two of these brackets are required for the new post on Hazeley Road to allow the SLR to be used for both east and westbound traffic. The third bracket is for a new location on Serles Hill. 3 x SLR brackets @ £50.00 = £150.00 + VAT and 1 x delivery @ £7.50 + VAT. The existing SLR maintenance budget has been allocated towards the installation of the SLR on Hazeley Road under minute 205.1/20.</p> <p><b>It was Resolved</b> to approve the purchase of the 3 SLR brackets at a cost of £157.50 + VAT with funds drawn from general reserves.</p>																		
<b>153/21</b>	<p><b>Air Quality Monitoring Equipment</b></p> <p>Members received the request, in the appendices, and <b>It was Resolved</b> to support WCC's request to install air monitoring equipment outside of the Parish Hall.</p>																		
<b>154/21</b>	<p><b>Schedule of Payments</b></p> <p>It was <b>Resolved</b> to <b>approve</b> the Schedule of Payments for December 2021</p> <p>The schedule is attached in the appendices.</p>																		
<b>155/21</b>	<p><b>Balance of the bank accounts</b></p> <p>The bank balances as of 30<sup>th</sup> November 2021 were <b>noted</b>.</p> <table border="1"> <thead> <tr> <th><u>Ordinary Accounts</u></th> <th></th> <th><u>Interest rate</u></th> </tr> </thead> <tbody> <tr> <td>HSBC C/A</td> <td>£23,805.41</td> <td>0.0%</td> </tr> <tr> <td>HSBC Savings</td> <td>£12,789.27</td> <td>0.01%</td> </tr> <tr> <td>Nationwide Savings</td> <td>£84,054.62</td> <td>0.05%</td> </tr> <tr> <td>Redwood Savings</td> <td>£30,013.54</td> <td>0.8%</td> </tr> <tr> <td><b>Total</b></td> <td><b>£150,662.84</b></td> <td></td> </tr> </tbody> </table>	<u>Ordinary Accounts</u>		<u>Interest rate</u>	HSBC C/A	£23,805.41	0.0%	HSBC Savings	£12,789.27	0.01%	Nationwide Savings	£84,054.62	0.05%	Redwood Savings	£30,013.54	0.8%	<b>Total</b>	<b>£150,662.84</b>	
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<b>156/21</b>	<p><b>Budget 2022/23</b></p> <p>Members <b>received</b> the second iteration the draft budget and the Chairman walked members through the layout of the revenue and capital budgets.</p> <p>The RFO provided additional information and clarified points raised by members. Following a request, a further breakdown of the income and expenditure for sports facilities at Hunter Park would be provided to the Recreation Committee.</p>																		

	<p>The RFO also highlighted that draft budget assumed CPI increases in all hire fees, those fees would be considered at the next Recreation Committee meeting.</p> <p>The RFO also explained how potential grants funds from the Community Infrastructure Levy were set out separately in the anticipated revenue and allocated directly into the Capital Budget. Following a clarification, the RFO confirmed the £5k of earmarked funds of a legacy received would also be included in the Capital Budget under a Parish Farm heading.</p> <p>General Reserves in 2022/23 are expected to be around £40,000 which represents between 4 to 5 months expenditure.</p> <p>The 2022/23 precept represents an increase of 2.6% on the 2021/22 precept, however a final calculation of the percentage increase in precept would only be possible later in December when WCC issue the 2022-23 Tax Base.</p> <p>It was <b>Resolved</b> to approve a <b>2022/23 Revenue Budget of £126,276</b> and a <b>2022/23 Capital Budget of £250,951</b> with a <b>Precept requirement of £112,335</b> conditional that the final confirmed precept increase represents no more than 2.6% on the 2021/22 precept.</p> <p>Proposed by Cllr. Lawton, seconded by Cllr. Sellars</p> <p><i>For: Nine</i></p> <p><i>Against: None</i></p> <p><i>Abstentions: None</i></p>
<b>157/21</b>	Due to the confidential nature of the next items of business, <b>It was Resolved</b> to ask the public to leave the meeting.
	CONFIDENTIAL
<b>158/21</b>	<p><b>Special Motion: Rescission of Motion 117/21</b></p> <p><b>It was Resolved</b> to rescind Motion 117/21 (28<sup>th</sup> October 2021)</p> <p>Proposed By Cllr. Lawton, Cllr. Cook and Cllr. Pullen</p>
<b>158/21</b>	<p>Allotment tenancies</p> <p>Members received and considered a report on allotment tenancies and considered representations that had been submitted to the Council.</p> <p>The Clerk explained that these matters had been referred to the Full Council because the tenancy was a legal agreement, and the Clerk required an instruction from the Full Council on how to proceed.</p> <p>There were concerns raised that no written policy exists in respect of allotment plot management and therefore it is not clear to all parties how the current process of management is implemented. Whilst there was no suggestion that tenants had been treated unfairly a written policy would provide transparency. The Chairman of the Recreation Committee advised that a number of activities were underway to take a more positive approach to management of the allotments and these would be considered at the next Recreation Committee meeting.</p> <p>It was <b>Resolved</b> to:</p> <p>To withdraw the Notice to Terminate relating to both tenancies in the report and;</p> <p>that until such a time that a relevant policy has been adopted that no tenancies will be terminated for lack of cultivation without being considered by the Recreation Committee.</p>

<b>159/21</b>	<b>Aged Debtors</b>  Members received the Aged Debtors report. There was one hirer who had outstanding invoices of more than 56 days.  <b>It was Resolved</b> that no new bookings be taken until the hirer's outstanding invoices have been settled.
	The meeting closed at 9:05pm

## **Twyford Parish Council - Ward Councillor Report December 2021**

### **WCC Budget Proposals for 2022/23 – Online Survey Closes 23 Dec 2021**

Each year all local authorities are required to publish a budget setting out how they will fund the services they provide or activities they support.

As a result of the pandemic, the council experienced a dramatic reduction in the income it uses to fund services. In the last financial year (2021/22) Winchester City Council reduced its operating cost by more than £3.7m. Despite the challenging circumstances, it was able to consolidate its financial position for 2022/23 and set a balanced budget.

Government funding of local authorities is reducing and WCC is projecting ongoing budget pressures in future years. The City Council does have reasonable reserves which will help manage these pressures in the short term. However, it is likely that further changes will be required next year to make sure that WCC's finances remain sustainable.

**Cllr Neil Cutler, Deputy Leader and Cabinet Member for Finance and Service Quality, said:**

"Despite a tough year and unprecedented pressure on council finances, Winchester City Council is able to set a balanced budget for next year without any significant changes to the services we provide. We're proposing to keep any increases to Council Tax and fees and charges below the current level of inflation. We are also proposing to not increase the charge for garden waste collection and instead offer a £10 discount to those in receipt of financial support (the largest discount offered by any Hampshire council). This budget sets out a number of proposals and I'm urging residents, businesses and other stakeholders to complete the short online survey below to support the plans or suggest the changes they would like to see."

**Please click here:**

<https://democracy.winchester.gov.uk/documents/s17208/CAB3318%20Budget%20Options.pdf>

**for the full budget report.**

**Click below to see a summary of proposals and complete a few short questions:**

<https://winchester.citizenspace.com/policy/wcc-budget-strategy-2022-23/consultation/subpage.2021-11-09.9722930737/>

## **Have your say on Winchester Movement Strategy (WMS) 'Next Steps' proposals**

Hampshire County Council (HCC) and Winchester City Council (WCC) have been developing proposed improvements to transport and travel in Winchester, which they are now seeking views on.

The proposals form a package of inter-linked and complementary measures that work together to deliver the three shared priorities set out in the adopted Winchester Movement Strategy (WMS) which are to:

1. Reduce city centre traffic;
2. Support healthier lifestyle choices;
3. Invest in infrastructure to support sustainable growth.

HCC and WCC are conducting an online survey to help both councils to understand people's views on the WMS proposals. At the same time, views are also being sought on proposed cycle and walking networks for Winchester. The survey will take approximately 15 minutes to complete and will be available to access from noon Monday 6 December 2021 closing just before midnight on Friday 11 February 2022.

Please access the survey and the accompanying information via this link;

<https://www.hants.gov.uk/Winchester-movement-strategy>

If you, or someone you know who would like to respond but does not have access to the internet, you can request a paper copy of the survey by calling 0300 555 1388

## **Community Grants Virtual 'Drop-In' Day – 14<sup>th</sup> December**

A Community group, voluntary organisation or charity looking for funding can

discuss its requirements with the Community Grants team at Winchester City Council. The team will be on hand to let organisations know about the grants available from the council, help them with their application and sign-post them to other organisations who might help.

[Book a slot](#) on Tuesday 14 December 2021 between 9.30am and 6.30pm. Once you make your booking you will receive an email with a link to join the MS Teams meeting. We look forward to meeting you soon.

For more information email [jchuhan@winchester.gov.uk](mailto:jchuhan@winchester.gov.uk).

Ward Councillors: Tony Bronk: [tbronk@winchester.gov.uk](mailto:tbronk@winchester.gov.uk) or telephone 714275

## Agenda Item 153/21

### **Clerk - Twyford Parish Council**

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**From:** PTidridge@WINCHESTER.GOV.UK  
**Sent:** 30 November 2021 14:42  
**To:** Clerk - Twyford Parish Council  
**Cc:** Cllr. Waine Lawton; Cllr. Sue Cook; Cllr. Chris Corcoran; Cllr. Angela Forder Stent; DIngram@winchester.gov.uk  
**Subject:** Air Quality Monitoring Equipment - Quick Decision required - Sorry

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear all

Apologies for the slight scatter gun approach, I have picked the names of those that should know me!

We have air quality equipment that I was going to decommission but it has instead just been decided to pay a significant fee for it to be refurbished. This is indicative but reasonably accurate equipment (measuring PM10, PM2.5 and NO2) and is currently on Romsey Rd in Winchester. We are now going to place a full air quality monitoring station here so it is no longer required at this location.

At the Council's Air Quality Steering group last Thursday it was suggested that based on traffic flows and past interest shown by Twyford Council (I remember attending a meeting on air quality in the past) Twyford might be a good location. Initially we would aim for one year and then we can reassess (the equipment lasts 2-4 years before needing a full sensor and pump rebuild)

It is a AQMESH and runs on solar power and mobile data link, so requires no regular attention (we will pay the data collection and mobile sim costs). It mounts on a street furniture pole (we will be removing the pole at Romsey Rd so happy to arrange and pay for this to be relocated). As equipment is Solar powered we have to find somewhere not in the shade and the largish solar panel means it is not now allowed to be mounted on HCC lampposts etc. We are also happy to discuss the PC linking into this data and any appropriate air quality engagement that could come out of this.

For more info see - <https://www.aqmesh.com/>

And thanks to google street view this is what it looks like in its current location:



I was thinking that the grounds of the PC Hall near the main Road (by the cut down tree) would be an excellent location.

As air quality data runs in calendar years I would be aiming to install it this side of Christmas so really need a quick decision, which I appreciate can be problematic if you need to discuss at a PC meeting. If not interested then I fully understand and the next on my list is to ask Whitley PC.

Hoping you can provide a quick answer !

Regards

**Phil Tidridge**  
Chartered Environmental Health Practitioner  
Winchester City Council  
Colebrook Street  
Winchester, SO23 9LJ



## Agenda Item 154/21

Full Council Meeting – 9<sup>th</sup> December 2021

### Schedule of Payments December 2021

<b>ExpTno</b>	<b>Paid</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Comments</b>
198	29/11/21	700.00	0.00	700.00	Dan Powell - Artwork for Twyford Meads interpretation panel
199		11.99	2.00	9.99	1&1 IONOS - Monthly web hosting
202	29/11/21	35.52	0.00	35.52	Microsoft - Monthly 365 Subscription
204	01/12/21	21.00	3.50	17.50	Plus Net - Broadband (HP)
200		21.00	0.00	21.00	Sue Merritt - Key cut for Pavilion
201	03/12/21	402.14	67.02	335.12	Mint Signs - TNP Referendum Materials
205		508.23	0.00	508.23	HCC Pensions - December pensions
206		1,773.19	0.00	1,773.19	Employee Salaries - December Salaries
207		293.46	0.00	293.46	HMRC - December PAYE and NIC
208		1,663.65	277.27	1,386.38	Green Smile Ltd - Monthly grounds maintenance
209	06/12/21	410.00	0.00	410.00	Society of Local Council Clerks (SLCC) - Clerk's training (CiLCA)
		<b>£5,840.18</b>	<b>£349.79</b>	<b>£5,490.39</b>	