

# FULL COUNCIL

## TWYFORD PARISH COUNCIL

### MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 24<sup>th</sup> March 2022 at 7.30pm

At the Gilbert Room, Twyford Parish Hall

**Present:**

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

**In attendance:**

J.P. Matthews – Clerk  
PCSO Reeves  
3 members of the public

<b>Minute</b>	<b>Business Transacted</b>
<b>205/21</b>	<b>Chairman's comments</b> The Chairman welcomed everyone to the meeting
<b>206/21</b>	<b>Apologies for Absence</b> Apologies were received from Cllr. Sellars, Cllr. Bronk and Cllr. Pullen
<b>207/21</b>	<b>Requests for Dispensation under Section 33 Localism Act</b> No requests were received.
<b>208/21</b>	<b>Declarations of Interest</b> No additional requests were received.
<b>209/21</b>	<b>Approval of Minutes</b> It was <b>Resolved</b> that the minutes of the Meeting of Twyford Parish Council held on 24 <sup>th</sup> February 2022 be approved.
<b>210/21</b>	<b>Public Representation</b> A representative from Twyford Cricket Cub made comments on the agenda item regarding the cricket covers and had investigated an option to refabricate the damaged parts of the nets. The Chairman thanked him for his efforts and constructive comments.
<b>211/21</b>	<b>Report from PCSO Reeves</b> PCSO Reeves gave a brief overview of the structure of the local team working out of Bishops Waltham police station and talked through reported crime incidents in Twyford since the beginning of January 2022. He highlighted that the Police do use <a href="http://www.immobilise.com">www.immobilise.com</a> as way of locating owners of stolen property that is retrieved from time to time.  PSCO Reeves answers questions from Councillors who where keen to see more community surgery type events in the village.
<b>212/21</b>	<b>County Councillor's report</b> Cllr. Humby had submitted a report which was <b>noted</b> and is attached in the appendices.

213/21	<p><b>District Councillors' report</b></p> <p>The Chairman explained that report hadn't been submitted due to the purdah period for the local WCC elections.</p>																					
214/21	<p><b>Clerk's report</b></p> <p>The report was <b>noted</b> and is attached in the appendices.</p>																					
215/21	<p><b>Recreation Committee</b></p> <p>The draft minutes of the meeting of the Recreation Committee held on 17<sup>th</sup> March 2022 were <b>received</b> and Cllr. Pain summarised the meeting.</p>																					
216/21	<p><b>Parish Farm Advisory Committee</b></p> <p>The draft minutes of the meeting of the Parish Farm Advisory Committee held on 11<sup>th</sup> February 2022 were <b>received</b>.</p>																					
217/21	<p><b>Schedule of Payments</b></p> <p>It was <b>Resolved</b> to <b>approve</b> the Schedule of Payments for March 2022</p> <p>The schedule is attached in the appendices.</p>																					
218/21	<p><b>Balance of the bank accounts</b></p> <p>The bank balances as of 28<sup>th</sup> February 2022 were <b>noted</b>.</p> <table border="1" data-bbox="427 913 1050 1137"> <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>£8,609.52</td> <td>0.0%</td> </tr> <tr> <td>Unity Trust C/A</td> <td>£100.00</td> <td>0.0%</td> </tr> <tr> <td>HSBC Savings</td> <td>£0.00</td> <td>0.01%</td> </tr> <tr> <td>Nationwide</td> <td>£34,059.79</td> <td>0.05%</td> </tr> <tr> <td>Redwood (35 day notice)</td> <td>£80,149.26</td> <td>0.8%</td> </tr> <tr> <td><b>Total</b></td> <td><b>£122,918.57</b></td> <td></td> </tr> </tbody> </table>	<u>Ordinary Accounts</u>		<u>Interest rate</u>	HSBC C/A	£8,609.52	0.0%	Unity Trust C/A	£100.00	0.0%	HSBC Savings	£0.00	0.01%	Nationwide	£34,059.79	0.05%	Redwood (35 day notice)	£80,149.26	0.8%	<b>Total</b>	<b>£122,918.57</b>	
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219/21	<p><b>Insurance Claim</b></p> <p>Members received the report in respect of the insurance claim for the cricket covers. Councillors earlier in the meeting received a representation from the Twyford Cricket Club, for repairs to the damaged frames at an estimated cost of £1,700.</p> <p><b>It was Resolved to:</b></p> <ul style="list-style-type: none"> <li>▪ Repair the cover frames using the monies provided by the insurance company</li> <li>▪ The Clerk will liaise with the Cricket Club chairman to receive the invoices and arrange payment for the repairs, transport, and installation.</li> </ul>																					
220/21	<p><b>NJC Pay Award</b></p> <p>The note from the National Association of Local Councils (NALC) regarding the delayed 2021/22 pay award was received.</p> <p><b>It was Resolved to:</b></p> <ul style="list-style-type: none"> <li>▪ Implement the pay award including backdating to 1<sup>st</sup> April 2021 as swiftly as possible.</li> <li>▪ That spinal column points be set at SCP 15 for the Clerk and SCP 11 for the Assistant Clerk from 1<sup>st</sup> April 2022.</li> </ul>																					
221/21	<p><b>Highway Matters</b></p> <p>The Chairman read out a report which had been provided by Cllr. Bronk and covered three main areas:</p> <p><b>HCC Road Safety Review.</b> Proposals for various changes of road signs and to refresh or slightly widen some existing white lines have been received this week, with the caveat</p>																					

	<p>that the drawings have still to be signed off and cannot therefore be circulated more widely just yet. They should be finalised imminently and will then be distributed to the Focus Group for discussion and other Parish Councillors for information. The best news has already been shared, which is that as an interim solution to the Finches Lane school crossing sight line problem, the existing kerbside white line will be extended 6m from Churchfields corner to the first dropped kerb. HCC have advised that they <i>“anticipate the works that don’t need further discussion being progressed through early-mid summer, if we can agree details and then raise the works orders in April.”</i></p> <p><b>Cycle Path</b> Cllr Cook was able to attend a meeting called at short notice last week, to discuss the proposed shared cycle path. So far it is understood the possibility of reducing the B3335 speed limit from 60 to 40 remains open. Drafting of the long awaited Local Cycling and Walking Infrastructure Plan for Winchester District has now begun. Cllr Cook, Cllr. Bronk and the Parish Council for inclusion of the route to Twyford, Colden Common and beyond.</p> <p><b>Definitive Map</b> Cllr. Bronk had made a request for an update on the inclusion of the track from opposite Hockley Cottages to White Lane in the definitive statement of rights of way. Cllr Cook gave an oral update on the matter. The Clerk advised on two possible courses of action.</p> <p><b>It was Resolved</b> that the Parish Council will make representations, under Schedule 14 of the Wildlife and Countryside Act 1981, to the relevant Secretary of State requesting them to direct HCC to determine the definitive map application reference DMMO1179.</p>
222/21	<p><b>Street Lighting</b></p> <p>Members considered a report, attached in the appendices, on street lighting, the increased costs of energy provision and ongoing management of the street light system.</p> <p>HCC has suggested the Parish Council may like to consider participating in the part night lighting initiative between 1am and 4am as extensively used across Hampshire. This would only apply to U class residential roads and not any A, B or C class roads.</p> <p>After a lengthy debate it was:</p> <p><b>Resolved</b> that Twyford will participate in the part night lighting programme as managed by Hampshire County Council as a trial until the 30<sup>th</sup> September 2022 when the matter will be reviewed. Proposed by Cllr. Corcoran, seconded by Cllr. Mitchell</p> <p>3 members voted for the motion and 3 members voted against. Therefore, the Chairman used his casting vote.</p>
223/21	<p><b>Request for Fun Run at Hunter Park</b></p> <p>A request had been made to hold a fun run event at Hunter Park as a fund-raising event for the Cricket Club.</p> <p>Cllr. Pain confirmed that Recreation Committee had heard a representation on the details of the event and were content with the request.</p> <p><b>It was Resolved</b> to approve the request by the Twyford Cricket Club to hold a Fun Run event at Hunter Park, subject to necessary booking form and risk assessment forms being received by the Parish Council.</p>
224/21	<p><b>Cricket training nets at Hunter Park</b></p> <p>Members received the report on this matter, attached in the appendices, and recognised that clarity on the matter was required.</p> <p><b>It was Resolved</b> that, in the absence of any evidence to the contrary, Twyford Parish Council is the owner of the cricket training nets facility at Hunter Park.</p>

225/21	<p><b>Hunter Park facilities hiring fees 2022/23</b></p> <p>Members considered the proposed fees for 2022/23 and suggested a minor textual amendment.</p> <p><b>It was Resolved</b>, subject to the minor amendment, to approve the schedule of Hire Fees for Hunter Park facilities to be implemented from 1<sup>st</sup> April 2022.</p>
226/21	<p><b>Projects</b></p> <p><b>Flood Mitigation Scheme</b> – Cllr Corcoran advised that work was taking place to scope out the ecological surveys that would need to take place to enable the translocation of the hedge. HCC are providing assistance on this matter.</p> <p><b>Climate Change</b> – The group are promoting the Queen’s Green canopy and encouraging people to plant a tree in their own garden. Following last year’s successful event, the Green Fair is being planned for Saturday 16<sup>th</sup> July</p>
227/21	<p><b>Exclusion of Press and Public</b></p> <p>Due to the confidential nature of the next item of business, <b>It was Resolved</b> to ask the public to leave the meeting.</p>
	<p><b>CONFIDENTIAL</b></p>
228/21	<p><b>Leases and Tenancy Matters</b></p> <p>Members considered a report on leases and tenancy matters.</p> <p>In respect of Item 1 in the report, it was <b>Resolved</b> to:</p> <ul style="list-style-type: none"> <li>▪ Await the response from the Parish Council’s legal advisor in respect of the Heads of Terms for a lease at Hunter Park, which should include certain standard conditions.</li> </ul> <p>In respect of Item 2 in the report, it was <b>Resolved</b> to:</p> <ul style="list-style-type: none"> <li>▪ Proceed with a new lease for a substation at Hunter Park</li> <li>▪ Continue to request outstanding rent payments for the substation at Hunter Park including submission of a county court claim</li> </ul> <p>In respect of Item 3 in the report, it was <b>Resolved</b> to</p> <ul style="list-style-type: none"> <li>▪ Issue a formal warning letter, served as a Final Warning, to the Tenant in respect of the Tenant’s unacceptable behaviour.</li> </ul>
	<p>The meeting closed at 9:50pm</p>

## County Councillor's Report to Twyford Parish Council

### COUNTY COUNCILLOR ROB HUMBY'S REPORT

MARCH 2022

#### Your Hampshire

[https://smc-seb.s4hana.ondemand.com/eu/elastic-access/sap/seb/?\\_L54AD1F204\\_&c2NIbmFyaW89U0VCJnRlBmFudD1teTMwMTI4MS5zNGhhbmEub25kZW1hbmQuY29tJkNhbnBhaWduT3V0Ym91bmQ9JzhGMEMzQURBODhDNDBDRTAyRkVERUI1NjRB RDVCQTl2REJERDQzMTYnJkxpbmtUcmFja2luZ0lzRGlzYWJsZWQ9ZmFsc2U&\\_K13\\_&K14\\_&d31432d4a43fcfa780637e6a207ffe0bfbd34d9906c869a73bd4740bb81e29c](https://smc-seb.s4hana.ondemand.com/eu/elastic-access/sap/seb/?_L54AD1F204_&c2NIbmFyaW89U0VCJnRlBmFudD1teTMwMTI4MS5zNGhhbmEub25kZW1hbmQuY29tJkNhbnBhaWduT3V0Ym91bmQ9JzhGMEMzQURBODhDNDBDRTAyRkVERUI1NjRB RDVCQTl2REJERDQzMTYnJkxpbmtUcmFja2luZ0lzRGlzYWJsZWQ9ZmFsc2U&_K13_&K14_&d31432d4a43fcfa780637e6a207ffe0bfbd34d9906c869a73bd4740bb81e29c)

#### Parish and Town Council Event

Following the postponement of the December date, the Economy, Transport and Environment Department are holding a Parish and Town Council Event on 17 March 2022. The event is intended to provide an opportunity to update Parish and Town Council colleagues on the latest economic recovery position as well as the usual update and discussion session on Hampshire Highways and related service issues. The event will be held in Ashburton Hall at The Castle, Winchester from 6.10pm until 8pm, with tea and coffee from 5.30pm and we hope that you will be able to join us.

To best manage our available meeting space we would appreciate if representation could be kept to two attendees from each Parish or Town Council and, with the feedback we have received, we are also seeking to make this a hybrid event by broadcasting online for those of you unable to join us in person – details of this to follow.

Please RSVP to [hcc.parishevent@hants.gov.uk](mailto:hcc.parishevent@hants.gov.uk) as soon as possible expressing whether attendance will be in person or online; including names of who will be attending.

#### Storm Eunice puts Hampshire Highways to the test

We saw some very challenging conditions when Storm Eunice hit Hampshire over the weekend of Friday 18 February until Monday 21 February. Hampshire County Council's Highways Service worked non-stop. Crews responded to reports of fallen trees and debris on the county's road network.

Working conditions were difficult in the full force of the storm and frontline staff worked really hard to keep the road network running. Enquiries / reports reached in excess of 2,200, with approx. 1,200 being tree related, four times more than we would usually expect for any other weather-related event.

#### HRH The Prince of Wales confirms his rescheduled visit to Winchester in Platinum Jubilee Year

Preparations are underway by Hampshire County Council to welcome to Winchester, His Royal Highness, The Prince of Wales on Thursday 3 March, following an announcement of the rescheduled Royal visit to the city, to see the statue of 'Licoricia of Winchester', a medieval Jewish businesswoman – and to officially open The Arc, Winchester's new cultural centre

[HRH The Prince of Wales confirms visit to Winchester in Platinum Jubilee year | Hampshire County Council \(hants.gov.uk\)](#)

### **Living with COVID – advice for Hampshire residents**

With self-isolation rules ended on Thursday 24 February, Hampshire County Council is encouraging people to be clear on what they need to do to keep well, as England returns to near normal life after two years of COVID pandemic restrictions

[Living with COVID – advice for Hampshire residents | Hampshire County Council \(hants.gov.uk\)](#)

### **County Council approves £2.4 billion spending on local services in 2022 / 23**

£2.4 billion of public spending on the ongoing delivery of important local services to the people of Hampshire in 2022 / 23 has been approved by Hampshire County Council

[County Council approves £2.4 billion spending on local services in 2022/23 | Hampshire County Council \(hants.gov.uk\)](#)

### **Upcoming HCC meetings**

I am travelling to Westminster on 8 March to meet with Hampshire MPs to discuss any issues they have in their local areas and an opportunity for me to discuss wider County Council issues.

My Decision Day is being held on 10 March.

Cabinet – 15 March

I am speaking at the **Institute of Directors Hampshire & IoW: Behind the scenes of Marwell Zoo's unique Biomas Heating systems being held at Marwell Zoo on 23 March.**

<https://www.iod.com/events-community/events/event-details/eventdateid/34333>



## 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:

- Information Commissioner's Office – February e-newsletter
- Rural Service Network – Rural Bulletin 8th & 15<sup>th</sup> March 2022
- Census 2021 results update
- WCC Your Council news – 11<sup>th</sup> March 2022
- WCC – About Winchester e-magazine

### 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) The transfer of bank accounts from HSBC to Unity Trust has been delayed and is awaiting further information from HSBC.
- 3) Openreach have acknowledged the Parish Council's response to proceed to the next step in the community fibre scheme. However, DCMS are not currently issuing vouchers for the scheme until the outcome of the countywide procurement is known expected at the end of May.
- 4) Rats on the verge by the bench opposite the Post Office were reported to WCC who advise that this is considered normal and unless large groups of rats are seen will take no further action.
- 5) The broken Access Only sign at the southern entrance to Roman Road has been reported to HCC.
- 6) The tree work adjacent to the B3335 at Northfields is scheduled for the first week in May.
- 7) I have received information on the election process for a Winchester District Representative for the South Downs National Park Authority.

Jamie Matthews  
Parish Clerk  
21<sup>st</sup> March 2022

## Item 217/21

### Schedule of Payments – March 2022

Reference	Gross	Vat	Net	Details
275 18/02/2022	£215.00	£35.83	£179.17	ACE Liftaway - Skip hire for Hunter Park
276	£1.58	£0.00	£1.58	Sue Merritt - 2 boxes Plasters for first aid boxes at Pavilion
277	£1.60	£0.00	£1.60	Sue Merritt - Small bin liners for Pavilion
278 28/02/2022	£300.00	£50.00	£250.00	Society of Local Council Clerks (SLCC) - CiLCA Training course
280	£167.40	£0.00	£167.40	Wyatt Electrical - February 2022 Caretaking invoice
282 10/03/2022	£11.99	£2.00	£9.99	1&1 IONOS - Monthly web hosting
283	£36.00	£0.00	£36.00	Microsoft - Monthly 365 Subscription
279 07/03/2022	£710.40	£118.40	£592.00	British Hardwood - Beech hedging for Hunter Park
285	£1,663.65	£277.27	£1,386.38	Green Smile Ltd - Monthly grounds maintenance
281	£4.72	£0.79	£3.93	Hampshire County Council - Bin bags
284	£36.00	£6.00	£30.00	Vodafone - Mobile Telephones - March
286	£401.03	£66.84	£334.19	Green Smile Ltd - Additional works - turf removal, hedge and wildflower area preparation
287	£120.00	£20.00	£100.00	Hampshire Heartwood - Removal of limbs of storm damaged maple tree - HP.
288	£919.20	£153.20	£766.00	Edge IT - Accounts software - year 4
289	£1,142.40	£190.40	£952.00	Centrewire - Kissing Gates - Twyford Meads
290 14/03/2022	£16.82	£2.80	£14.02	Hampshire County Council - Cleaning clothes
291	£76.00	£0.00	£76.00	J.P. Matthews - Mileage - January
292	£25.96	£0.00	£25.96	Sue Merritt - Mileage - February
293	£2,073.38	£0.00	£2,073.38	Employee Salaries - March Salaries
294	£476.05	£0.00	£476.05	HMRC - March PAYE and NIC
295	£627.34	£0.00	£627.34	HCC Pensions - March pensions
296	£30.00	£0.00	£30.00	Twyford St Mary's PTA - Partial deposit return
297	£18.00	£0.00	£18.00	Unity Trust Bank - Quarterly fees
298	£0.00	£0.00	£0.00	Richard Broughton - Refund of allotment fees
299	£5.00	£0.00	£5.00	HSBC Bank - Monthly Charges
300	£1,889.00	£314.83	£1,574.17	Community Heartbeat Trust (Solutions) - Defibrillator
301	£60.00	£10.00	£50.00	Community Heartbeat Trust (Solutions) - Transfer fee for telephone kiosks
302	£234.38	£11.16	£223.22	EDF - Pavilion Electricity
	<b>£11,262.90</b>	<b>£1,259.52</b>	<b>£10,003.38</b>	





## Twyford Parish Council

Full Council Meeting – 24<sup>th</sup> March 2022

### **Hunter Park – Cricket Covers insurance claim**

A set of 3 cricket pitch covers stored in their winter, off pitch, location suffered damaged during storm Eunice on 18<sup>th</sup> February 2022. Several limbs from an adjacent maple tree fell onto 2 of the cover frames and caused bending of the metal arches and snapping of the flanges where the arches interface with the frame. In total 10 of the arches are deformed, along with braces and frame flanges.

The covers were purchased second-hand in 2015 made possible by a grant of £500 by the Parish Council to Twyford Cricket Club and arrived on site in August 2016.

The Council's insurer has advised they will provide £1,737.92 towards the cost of providing replacement covers, leaving a shortfall of £2,212.08 if replacement covers were to be purchased as per the lowest of the three quotes below.

### **Quotations for repair/replacement:**

The Parish Council has been unable to secure any quotations for repair for what would appear to be specialist metalwork fabrication. These particularly cover frames are no longer manufactured.

In consultation with the local cricket club three quotations for set of replacement covers have been sourced.

Durant Cricket Ltd

Mobile cricket covers. Basic cover, set of 3

3 x 8m x 4m

**£4,250** +VAT (inc. delivery & installation)

[www.durantcricket.co.uk/product/dome-shaped-cricket-covers/](http://www.durantcricket.co.uk/product/dome-shaped-cricket-covers/)

Stuart Canvas Ltd

Basic set of 3

3 x 8m x 4m

**£4,225** + VAT (inc. delivery & installation)

[stuartcanvas.co.uk/mobile-cricket-covers/](http://stuartcanvas.co.uk/mobile-cricket-covers/)

ACS Manufacturing and Supplies Ltd

Basic set of 3

3 x 8m x 4m

**£3,950** + VAT (inc. delivery & installation)

[www.acscricket.co.uk](http://www.acscricket.co.uk)

### **Photographs of damage:**



2 March 2022

## **E01-22 | 2021-22 NATIONAL SALARY AWARD**

We have been informed that the National Joint Council for Local Government Services (NJC) has agreed the new rates of pay applicable from 1 April 2021. They state:

### **“Pay**

Agreement has been reached on rates of pay applicable from 1 April 2021.

Employers are encouraged to implement this pay award as swiftly as possible.

### **Backpay for employees who have left employment since 1 April 2021**

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2021 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the Local Government Pension Scheme (LGPS), the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in [section 15 of the HR guide](#) which is available on the [employer resources section](#) of [www.lgpsregs.org](http://www.lgpsregs.org)”

The annex below lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be applied from 1 April 2021.

© NALC 2022

## Annex 1

SCP	1 April 2020		1 April 2021		Scale Ranges
	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	£17,842	£9.27	£18,333	£9.53	Below LC Scale (for staff other than clerks)
2	£18,198	£9.46	£18,516	£9.62	
3	£18,562	£9.65	£18,887	£9.82	
4	£18,933	£9.84	£19,264	£10.01	
5	£19,312	£10.04	£19,650	£10.21	
5	£19,312	£10.04	£19,650	£10.21	LC1 (5-6) (below substantive range)
6	£19,698	£10.24	£20,043	£10.42	LC1 (7-12) (substantive benchmark range)
7	£20,092	£10.44	£20,444	£10.63	
8	£20,493	£10.65	£20,852	£10.84	
9	£20,903	£10.86	£21,269	£11.05	
10	£21,322	£11.08	£21,695	£11.28	
11	£21,748	£11.30	£22,129	£11.50	
12	£22,183	£11.53	£22,571	£11.73	
13	£22,627	£11.76	£23,023	£11.97	LC1 (13-17) (above substantive range)
14	£23,080	£12.00	£23,484	£12.21	
15	£23,541	£12.24	£23,953	£12.45	
16	£24,012	£12.48	£24,432	£12.70	
17	£24,491	£12.73	£24,920	£12.95	
18	£24,982	£12.98	£25,419	£13.21	LC2 (18-23) (below substantive range)
19	£25,481	£13.24	£25,927	£13.48	
20	£25,991	£13.51	£26,446	£13.75	
21	£26,511	£13.78	£26,975	£14.02	
22	£27,041	£14.05	£27,514	£14.30	
23	£27,741	£14.42	£28,226	£14.67	
24	£28,672	£14.90	£29,174	£15.16	LC2 (24-28) (substantive benchmark range)
25	£29,577	£15.37	£30,095	£15.64	
26	£30,451	£15.83	£30,984	£16.10	
27	£31,346	£16.29	£31,895	£16.58	
28	£32,234	£16.75	£32,798	£17.05	



## Twyford Parish Council

Full Council Meeting – 24<sup>th</sup> March 2022

### Changes to Street Lighting Energy Charges 2022

Hampshire County Council has advised the Parish Council that with effect from 1<sup>st</sup> April 2022 there will be a significant increase in the energy charges for street lighting which the Parish Council owns but which is operated and maintained by HCC.

The Parish Council signed a 25-year contract with HCC in 2010 to manage the street lighting assets owned by the Council. There are currently 60 units which attract annual charges under the contract.

There are two types of charge:

- Actual Energy usage (per kWh)
- Maintenance charge, currently £35.87 per unit (£36.70 from April 2022)

Management charges:

- Energy management @3%
- Maintenance management @ 8% (£172.18 for 2021/22)

On the 10<sup>th</sup> March 2022 the Council received notification of changes in the charges for energy supply:

Effective from 1 <sup>st</sup> April 2022 (per kWh)	Previous (per kWh)
£0.38	£0.20

These energy charges are only valid until September 2022 and it is possible further increases maybe possible during the remainder of the 2022/23 financial year.

Assuming the energy consumption remains about the same as in 2021 this will increase annual energy charges, from £549 in 2021 to about £1,052 in 2022/23 plus a £32 management fee.

The increased charges, as they currently stand, can be accommodated with the 2022/23 budget provision, however this utilises all the budget and there would no contingency for any additional increases in energy fees.

Annual energy charges historic summary:

Effective from	per kWh	change
April 2022	£0.38	+90.0%
October 2020	£0.20	+30.38%

October 2019	£0.1534	+1.59%
October 2018	£0.151	+19.9%
October 2017	£0.12594	+11.21%
October 2016	£0.11325	+6.27%
October 2015	£0.10657	-4.87%
October 2014	£0.11202	+14.25%
October 2013	£0.09805	n/a
<b>Since 2013</b>		<b>+168.7%</b>

Dimming of street lights has been operational in Twyford for many years. Dimming regimes vary depending on the road classification.

As part of the County Council's "Transformation to 2021" savings initiative, further reductions in light output were approved by the Executive Member for the Economy, Transport and Environment Department on 10<sup>th</sup> March.

From 1<sup>st</sup> April, 2022 light output on residential U Class roads will be reduced to 65% of full output from switch on to 01:00 and 04:00 to switch off. Light output on Classified A, B and C Class roads will be reduced to 40% of full output between switch-on and 23:30.

Part-night operation between 01:00 and 04:00 each day remains unaffected but is not currently implemented in Twyford.

With the unprecedented increase in energy prices Hampshire County Council are encouraging Authorities, like Twyford Parish Council, who are not currently included in the County Council's Part-night Lighting Initiative to consider whether now would be an appropriate time to join. **This will reduce consumption by approximately 20% on U class roads but not on Classified routes as these are exempt.**

In Twyford several roads (Hazeley Road, Coxs Hill, High Street, Shawford Road, Finches Lane and Queen Street) which would remain on throughout the night as these are all Classified (A, B or C) routes. The remainder are unclassified, residential, roads to which part-night lighting can safely be applied.

HCC now receive more complaints about lights being on during the night than the reverse.

The County Council have advised that they are in regular liaison with Hampshire Constabulary and have agreed a process by which Divisional Commanders can request lights to be restored to all-night operation. The reason HCC liaise with the Police for this is they are the front-line experts in such matters and are better placed to make those strategic/operational recommendations. Emergency procedures have also been agreed where lights need to be restored in response to an immediate incident. Both procedures have been tested in real-life situations and appear to work well.



## Twyford Parish Council

Recreation Committee Meeting – 17<sup>th</sup> March 2022

### Cricket Nets

In recent years the ownership of the cricket training nets at Hunter Park has been queried and the matter has never been formally resolved by the Parish Council.

The nets were erected many years ago. The condition of the nets was raised at the Recreation Committee in January 2020 with suggested costs to repair them being provided, implying that maintenance would be the responsibility of the Parish Council. Correspondence in 2017 referred to the Council carrying out maintenance of the base of the nets.

Various correspondence between the Council and the Cricket Club does indicate mixed messages.

*2<sup>nd</sup> April 2014*

*TCC: "We rent the pitches and the pavilion from the parish council and the nets are used by the public so although we contributed to their cost we do not own them.*

*Can you confirm that these all fall within the parish council insurance and are covered on your policy?"*

*TPC Clerk: "Yes we insure the ground, nets and machinery."*

*4<sup>th</sup> April 2016*

*TCC: "Can you let me know if the parish council is insuring the covers bought from Fair Oak or whether the cricket club should be dealing with this. For most equipment purchased jointly the parish council has assumed ownership and insured such as the sightscreens & nets."*

*23<sup>rd</sup> June 2020*

*TCC: "We need to confirm ownership of the nets as I need to update our insurance company, I believe last conversation we had it was thought the cricket club owned them, can we confirm / formalize this?"*

*TPC Councillor "I have had a look at our Asset Register the Cricket Nets are not shown."*

Following the request in June 2020 the matter does not appear to have been formalised resolved. The comment provided by a Councillor advising that the nets were not on the Asset Register is not necessarily a direct indication of the ownership of the nets, nor was it a formalising of the position.

The Parish Council has no record of a lease or licence to the cricket club which is what would reasonably be expected if ownership of the nets is with the Cricket Club.

Discussions are currently taking place with the Cricket Club for a lease of land to enable new training nets to be erected elsewhere with Hunter Park. Whilst this project will ultimately result in clear ownership of such facilities and formalise the relationship with the Parish Council, there is still a requirement to formalise the ownership position of the existing nets to ensure that the responsibilities, and liabilities, of the owner of facilities in a public park are appropriately managed.



## Twyford Parish Council

Full Council Meeting – 24<sup>th</sup> March 2022

### Hunter Park Hire Fees

**This report was originally brought before the Full Council meeting in January 2022, where it was resolved to defer a decision on most charges until the Recreation Committee had further considered the matter. The matter was considered at the Recreation Committee meeting held on 24<sup>th</sup> March where, after some consideration, it was resolved to bring the matter to Full Council.**

The Full Council considered this matter at its meeting on the 27<sup>th</sup> January 2022, however it deferred making a final decision pending the consideration of the matter by the Recreation Committee. The Council also requested a comparison of the fees as if they had been applied to the 2021/22 bookings made. This is provided in Annex B.

The existing hire fees for football and cricket have been reviewed. This process has highlighted several inconsistencies of how the individual charges are calculated. For example, a one-off hire of either senior football for a single match, or the senior cricket with all pavilion facilities for a whole day are set at the same hire fee. The discounts between senior and junior fees vary between the sports as do charges for weekday and weekend uses. The Annex C to this report set out the various inconsistencies in current charging arrangements.

The main recommendations to restructure the hire charges are:

- Maintain the consistent approach of a 58% discount between senior and junior hires.
- Set Senior Football hire fees at 2% less than Senior Cricket hire fees as new baseline.
- Apply a consistent approach of a 66% discount to pavilion hire when linked with pitch hires.
- Apply a consistent approach of a 15% discount between Occasional and Regular hires for both cricket and football.
- Clarify the periods of hire: Football pitch hire 2.5 hours, Senior cricket matches 8 hours, ladies cricket matches 6 hours, junior cricket matches 4 hours.
- Clarify training areas: for cricket this is the outfield and nets only. For football this is the pitch and wider park, not including the cricket outfield.
- Training fees have been applied to all cricket categories and includes an option to use pavilion with a discount of 33%. Use of the Pavilion during Junior training was previously agreed at £10 per hour from 2020, but not reflected on recent invoicing. Use of the outfield was agreed at £5 per training session. Recreation Committee minute 243/19, listed in Annex C, reflects these decisions and the proposed charging structure regularises these decisions.
- The restructure has resulted in varying level of changes across the range of hiring fees. An inflation increase would normally be applied to all charges. However, to take account of the varying levels of increase as a result of the restructure, the element of inflation increase across all fees has been limited to +1%

J.P. Matthews. Clerk & RFO, 9<sup>th</sup> March 2022



**Annex A** – Proposed hiring fees for Hunter Park facilities from 1<sup>st</sup> April 2022

	<b>Facility</b>	<b>Price per session</b> (inc VAT, where applicable)
<b>Pavilion Kitchen and Community Room</b>		
Occasional User	Changing and Referee rooms not included.	£12.00 per hour
Twyford Charitable Groups		£10.00 per hour
<b>SENIOR Football</b>		
Regular User	Home and Away changing and Referee rooms Kitchen and Function room is NOT included. Hire Period 2.5 hours	£87.53
Occasional User		£102.98
<b>JUNIOR Football (under 18s)</b>		
Regular User	Home and Away changing and Referee rooms Kitchen and Function room is NOT included. Hire Period 2.5 hours	£36.98
Occasional User		£43.25
Pitch only	<i>No use of any Pavilion facilities</i>	£38.15
<b>SENIOR Cricket</b>		
<b>Weekends and Bank Holidays</b>		
Regular User	Home and Away changing rooms Kitchen and Function room 1 cricket pitch, outfield & nets Hire Period up to 8 hours	£89.32
Occasional User (Club/Association)		£105.08
Corporate User		£185.44
<b>Weekdays</b>		
Regular User -	Home and Away changing rooms Kitchen and Function room 1 cricket pitch, outfield & nets Hire Period up to 8 hours	£67.88
Occasional User (Club/Association)		£79.86
Corporate User		£123.62
<b>Anytime</b>		
Training	Outfield and nets. No use of pavilion Hire Period up to 3 hours	£6.18
Training	Outfield, nets and use of pavilion Hire Period up to 3 hours	£30.30

<b>LADIES Cricket</b>		
<b>Weekends and Bank Holidays</b>		
Regular User	Home and Away changing rooms Kitchen and Function room 1 cricket pitch	£46.52
Occasional User	Hire Period up to 6 hours	£54.73
<b>Weekdays</b>		
Regular User	Home and Away changing rooms Kitchen and Function room 1 cricket pitch	£37.51
Occasional User	Hire Period up to 6 hours	£44.13
<b>Anytime</b>		
Training	Outfield and nets. No use of pavilion Hire Period up to 3 hours	£6.18
Training	Outfield, nets and use of pavilion Hire Period up to 3 hours	£30.30
<b>JUNIOR Cricket</b>		
<b>Weekday, Weekends and Bank Holidays</b>		
Regular User	Home and Away changing rooms Kitchen and Function room 1 cricket pitch	£37.51
Occasional User	Hire Period up to 4 hours	£44.13
Training	Outfield and nets. No use of pavilion Hire Period up to 3 hours	£6.18
Training	Outfield, nets and use of pavilion Hire Period up to 3 hours	£30.30
<b>Personal Trainers and Fitness Group – Monthly Licences (exc VAT)</b>		
Single client (1 to 1) session	Maximum of 8 sessions a week	£15.45
Groups of up to 3 clients	Maximum of 6 sessions a week	£25.75
Groups of up to 10 clients	Maximum of 3 sessions a week	£51.50

- A Regular User is where 5 or more bookings are made.
- Twyford Charitable Groups are those based or operating within the Parish of Twyford.

**Annex B**

**A comparison of income of booked sessions in 2021/22 against the proposed fees in 2022/23**

Regular Football	No. of Sessions	2021/22		2022/23		Difference
		Fee	Total	Fee	Total	
Junior hires	21	£36.72	£771.12	£36.98	£776.58	£5.46
Senior hires	7	£82.62	£578.34	£87.53	£612.71	£34.37
<b>Occasional Football</b>			£0.00		£0.00	
Junior hires	3	£42.84	£128.52	£43.25	£129.75	£1.23
Junior hires (without pavilion)	1	£36.72	£36.72	£38.15	£38.15	£1.43
Senior hires	1	£104.04	£104.04	£102.98	£102.98	-£1.06
Total			<b>£1,618.74</b>		<b>£1,660.17</b>	

Cricket	No. of Sessions	2021/22		2022/23		Difference
		Fee	Total	Fee	Total	
Junior Training	12	£18.36	£220.32	£30.30	£363.60	£143.28
Ladies Training	19	£0.00	£0.00	£6.18	£117.42	£117.42
Senior Training	35	£0.00	£0.00	£6.18	£216.30	£216.30
Junior Matches	12	£36.72	£440.64	37.51	£450.12	£9.48
Senior Matches	18	£91.80	£1,652.40	89.32	£1,607.76	-£44.64
Senior Midweek	9	£61.20	£550.80	67.88	£610.92	£60.12
Ladies Sunday Matches	3	£36.72	£110.16	46.52	£139.56	£29.40
Total			<b>£2,974.32</b>		<b>£3,505.68</b>	

## Annex C – Notes and Background on hire fees

### Existing Charging Structure

Pavilion is currently charged at £10 per hour (for kitchen, toilets and Community Room only).

There is also a £10 flat hire fee for Twyford based charity groups to hire the park (not including cricket pitch) and 20% discount on pavilion hires.

### Football

- Senior use can only be hired **with** pavilion facilities (toilets & changing rooms)
- Junior use can be hired **with** or **without** pavilion facilities (toilets & changing rooms) at £5.10 (£6.12 inc VAT), which represents a 50% discount on pavilion hire against hourly hire.
- The discount on Junior pitch hire, compared to Senior hire is about 58%
- The discount between Occasional and Regular users is about 21% for Senior hires and is about 14.2% for junior hires.

### Cricket

#### Weekends

- Hire of the cricket pitch appears to be inextricably linked with hire of the pavilion.
- Junior Training is charged at £5.10 (£6.12 inc VAT) with no use of pavilion or £18.36 (inc VAT) with use of pavilion. Which includes a £10.20 charge for the pavilion hire which represents a 66% discount on pavilion hire against hourly hire for the three-hour training period.
- Senior Training does not have a fee listed.
- The discount on Junior & Ladies hires, compared to Senior hire is about 58%
- The discount between Senior Occasional and Regular users is about 12% and for Junior & Ladies it is 14.2%

#### Weekdays

- Discount between weekend and weekday Senior use is about 24%
- The discount between Senior Occasional and Regular users is about 23%
- Hire of the cricket pitch appears to be inextricably linked with hire of the pavilion.
- There are no charges for any training sessions.

### Summary

There is an inconsistent approach taken to some of the hire fees.

Ladies and Juniors hire fees for both cricket and football are set at the same rates, yet a hire for football is normally 2 hours and for cricket is likely to be between 3 and 6 hours, with the former being evenings and the latter Sunday afternoons.

Some cricket fees are higher at weekends but for football all days are charged at the same rate. There is a premium attached to weekend senior cricket as it occupies the park facilities for a significant amount of time

in a manner that junior cricket and football doesn't. However, ladies cricket matches on a Sunday are booked for a 6-hour period.

### **Pavilion Hires**

Assumption – Senior cricket matches occupy between 6 and 8 hours. Ladies cricket matches at 3 to 8 hours, Junior cricket matches 3.5 hours and football session a maximum of 2 hours.

Thus, pavilion hire can be estimated:

Senior cricket - £20.40 (66% discount)

Junior & Ladies cricket - £10.20 (66% discount)

Therefore, a Senior cricket hire, without pavilion facilities, would be £83.64 (weekends) and £59.16 (weekdays).

### **Other Councils**

Thirteen district and town council have quickly been assessed for their hire fees for 2021/22. The average discount between senior and junior facilities is 51% for cricket and 46.5% for football.

The average charges for causal hires are:

<b>Senior Cricket</b>	<b>Junior Cricket</b>	<b>Senior Football</b>	<b>Junior Football</b>
£88.71	£41.97	£87.14	£37.39

### **Previous Related Decisions**

#### **Minute R59/19**

It was agreed to keep charges the same, with the following exceptions: - Add £50 to corporate cricket hire - Add a stated price of £5 for junior cricket practice (without pavilion) - Keep £10 an hour for pavilion hire, but ensure at time of booking that setting up and clearing away time for is paid for.

#### **Minute 243/19**

The fees charged to the youth and ladies cricket team were discussed, and some points of differentiation were identified. The Parish Council aim to charge the cricket club fairly for what they use, which means an increase in the amount they have paid in the past few years.

The following was agreed by the Recreation Committee and Cllr Wheeler read it out to the FPC to ensure they agree: - Twyford Cricket Club to book the pavilion from 6 to 8pm on a Friday night, at a reduced rate of £5 an hour (the reduced rate is to help the cricket club climatise to the new charging structure). This would increase to £10 an hour for 2020 season

The £5 charge for use of the pitch by Twyford Cricket Club would remain regardless of whether the ladies play at the same time, excludes use of the cricket square

- In total therefore, for cricket practise / training on Friday night (excluding the cricket square), 6 to 8pm including the pavilion will be £15 for 2019

- Should the cricket club wish to hold any social at the pavilion, including a barbeque, this should be booked in advance with the Clerk, and to check if there are any other bookings being held at the pavilion.

The hire charge for the additional time beyond 8pm will continue at £5 an hour for 2019 (rising to £10 an hour in 2020). The cricket club will be reminded to continue to be mindful of neighbouring residents.

- On a Sunday, when two junior games are being played back to back, the pro rata charge of £10 an hour will be charged. Which would result in £50 for two Sunday morning games 9am to 2pm.

**Minute 199.2/20** Resolve to support pricing proposed by the Recreation Committee for local not for profit organisation hires of the pavilion and Hunter Park facilities.

The proposal is to charge £10 an hour for use of the whole park (including the pavilion), and 20% discount for pavilion only hires.

Cllr. Wheeler outlined the proposal and confirmed that this offer would only be considered when the park was free and not booked. "Local" is to be defined as residing or operating within the parish. The proposal was agreed.

### **Other Councils Charges for Casual Hires**

<b>Council</b>	<b>Cricket Senior</b>	<b>Cricket Junior</b>	<b>Discount</b>	<b>Football Adult</b>	<b>Football U18</b>	<b>Discount</b>
Surrey Heath	£68.00	£28.00	58.82%	£68.00	£35.00	48.53%
Fareham	£96.00	£36.00	62.50%	£92.00	£36.00	60.87%
Winchester	£88.86	£44.47	49.95%	£66.90	£32.48	51.45%
Elmbridge	£125.00	£63.00	49.60%	£129.00	£58.00	55.04%
Chichester	£101.20			£61.00	£38.00	37.70%
Basingstoke	£81.53	£43.67	46.44%	£75.40	£37.70	50.00%
test Valley Bracknell TC	£63.80	£31.90	50.00%	£60.50	£30.25	50.00%
Twyford PC	£104.04	£43.70	58.00%	£104.04	£42.84	58.82%
Newbury TC				£80.78	£0.00	
Fleet TC				£133.74	£63.60	52.45%
Petersfield TC				£63.79		No changing rooms
Didcot TC				£58.00	£18.00	68.97%
	<b>£88.71</b>	<b>£41.97</b>	<b>51.38%</b>	<b>£87.14</b>	<b>£37.39</b>	<b>46.49%</b>