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**NOTES OF THE VIRTUAL MEETING OF SOUTH WONSTON PARISH COUNCIL**

**Held on Monday 8th June 2020 AT 7.30pm**

**Present:** Cllrs Peal, Perrins, Neville, Street, Coleman, Cooper and Selby,City Councillor Horrill City Councillor Godfrey, County Cllr Warwick and Clerk Mrs R. Jones.

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| **1.** | **APOLOGIES FOR ABSENCE**  Apologies were received from |  |
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| **2.** | **DECLARATION OF INTERESTS**  No interests to be declared.  **The Chairman suspended Standing Orders.**  **The Chairman will request that the meeting be held in an atmosphere of mutual tolerance and respect by both attendees and the Parish Councillors. Consideration should be made regards to the voluntary role of the Parish Council**  **If there is insufficient time to give a detailed answer to a query the**  **Parish Council will reply by email if the resident leaves their**  **details.** |  |
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| **3.** | **PUBLIC PARTICIPATION**  **Meeting Rules:**  The Chairman will inform Members of the public that any representation must relate to an agenda item for the meeting - also three minutes is permitted per presentation.  The Chairman will then **suspend** Standing Orders (the rules of the meeting for Members) whilst public participation takes place being 3 minutes for each person. |  |
| **4.** | **Reports from Local Councillors, MOD and Police**  To receive an update from local councillors, MOD and Police  **Sent:** 05 June 2020 21:40 **To:** 'Rachel Jones' **Subject:** RE: Monday's Meeting  Hi Rachael  Thanks for the email. Unfortunately we stopped doing reports some time ago however on occasions Officers would do them at their discretion. I will where I can update you on certain matters that the council and community need to be aware of but cannot make any promises. Thanks for the invite to zoom but we don’t have the app to be able to join this.  Locally at present we have received calls and are very aware that there are unknown persons driving off road bikes around the area, particularly between Kingsworthy and South Wonston. This is something that we continue to pay attention to and appears to be a regular occurrence most Spring/ Summer/ Autumn.  Please send my apologies for being unable to virtually attend and provide a report. I look forward to meeting you all in hopefully the not too distant future. |  |
|  | **Resume Standing Orders** |  |
| **5.** | **MINUTES OF THE MEETING HELD ON MONDAY 11th MAY 2020**    **It was RESOLVED to approve the minutes as a true record of the meeting following minor amendments.** |  |
| **6.** | **MATTERS ARISING FROM THE MEETING HELD ON MONDAY 11th MAY 2020**  **To be noted** |  |
| **7.** | **FINANCE**  **- Recent Transactions**  A spreadsheet of recent transactions was provided for all Members.  **It was RESOLVED to approve the transactions. A copy is appended to these minutes.**  **- Account Reconciliations**    The relevant figures for each account as at 30th April 2020 were:  Co-op Deposit Account 7 £ 134,718.21  Lloyds Account 10 £ 67,200.22  Total = £201,918.43  May’s overall balance of £202K, is the same as April balance due to income from regular hires, Community Infrastructure Levy (CIL) income from WCC of £6.6K, plus normal transaction expenditure.  The balances were noted and each reconciliation sheet will be signed by the Chairman once all cash books have been brought up to date, to confirm the Council’s monitoring role.  **To be noted**  **- Year End Budget Monitoring**  Clerk to review with Councillors the final year end position.  **To be noted**  **- Revised Income Budget for 2020/21**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Current Budget | 10% Budget | 20% Budget | 30% Budget | | Pavilion Income - Regular | (8,700) | (870) | (1,740) | (2,610) | | Pavilion Income - Private | (3,000) | (300) | (600) | (900) | |  | (11,700) | (1,170) | (2,340) | (3,510) |      |  |  |  |  |  | | --- | --- | --- | --- | --- | | Impact on Reserve |  | 10,530 | 9,360 | 8,190 |   Due to the current social distancing restrictions the pavilion income will be seriously affected for the year. Two of the current regular hires hope to return to their classes in September but based on how well zoom has taken off will some classes be held virtually in future and not return. Also the before and after school is a new business reliant on parents requiring child care. If peoples work patterns change this may not be needed.  **It was RESOLVED to approve** |  |
| **8.** | **PLANNING**  **- Applications**  Due to the deadlines, responses have been submitted for the applications below:   |  |  | | --- | --- | | Reference | 20/00852/HOU | | Alternative Reference | PP-08682939 | | Application Received | Wed 29 Apr 2020 | | Application Validated | Wed 29 Apr 2020 | | Address | 12 Downs Road South Wonston SO21 3EU | | Proposal | Single storey rear extension Porch to the front | | Inspected By | Cllr Perrins | | Response | See Below |   Although the extension is of considerable size, it does not (I believe) breach the conditions related to % volume of new to existing and it is to the rear of the property.  As a single storey it does not impact the neighbouring properties surrounding it and it retains the building line.  The Porch addition to the front of the property will, I believe, enhance the property.  So, it is a no comment.  Also, there was not a planning notice displayed to date.  **- Decisions by WCC**   |  |  | | --- | --- | | Reference | 20/00586/TPO | | Alternative Reference | PP-08589714 | | Application Received | Mon 16 Mar 2020 | | Application Validated | Mon 16 Mar 2020 | | Address | Touchwood 20 Downs Road South Wonston SO21 3EU | | Proposal | Horse Chestnut ,Reduce crown by 3 metre ,Crown lift to limbs over road to clear Highway rule 18ft .L.S.C.T | | Inspected By | Cllr Perrins | | Response | No Comment | | **Decision** | **Application Permitted** |   **That the decisions be noted**  **For next PC meeting**  **To:** clerk@southwonston-pc.gov.uk **Subject:** 20/00860/FUL - South Wonston Farm, The Old Stables, Alresford Drove, South Wonston, SO21 3HL  **- Enforcements**  An update on the open cases has been requested from WCC but has not been received to date. The below was the only open case for May, is this still the same?  open case in South Wonston:   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | **Nature** | **Case Reference Number** | **Date Received** | **Officer Name** | **Address** | **Inspection Notes** | **Inspection Type** | **Inspection Value** | **Inspection Date** | **Ward** | **Parish** | |  | Alleged cement hardstanding covering TPO tree roots and erection of shed without planning permission | 19/00212/TREE | 15/07/2019 | Sarah Castle | Gunn-Barrell Estate Alresford Drove South Wonston Winchester Hampshire SO21 3HW | �Case transferred to Sarah Castle as now a monitoring case. | FN | File Note | 14/01/2020 | WONSTON AND MICHELDEVER WARD | South Wonston |  |  | | --- | | **Address** | | Gunn-Barrell Estate Alresford Drove South Wonston Winchester Hampshire SO21 3HW |   **To be noted**  **- Appeals – None at present** |  |
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| **9.** | **RECREATION GROUND – Maintenance & Repairs**   * **Adult Gym Equipment**   Clerk has booked Calloo to do a check of the equipment, remove rust and paint. Currently we are waiting for a date but it is hoped it will be by the end of June before the area is re-opened   * **Fencing**   Dever Fencing is currently struggling to get materials   * **Tennis Court Repairs**   Work is due to start on 29th June 2020.  **To be noted**  **- Community Bench**  Cllr Perrins to give an update to Council whereby the Parish Council creates its own “friendly bench”.  DESCRIPTION RATE QTY AMOUNT  Price to build sheltered bench and planters on concrete base Price includes labour and materials  £4,834.00 1 £4,834.00  Andrew Boucher  TOTAL GBP£4,834.00  C:\Users\clerk\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\JPL2VZBI\IMG_0544.JPG  **To be noted**  **- Playground Re-vamp**  Vitaplay are due to check the children’s playground to see if it all in working order before the government re-open them.  Grass & Grounds have cut the grass several times to ensure it is ready to be re-opened and Terry has cut back overhanging branches.  **To be noted**  **- Birdguard Installation**  Clerk has spoken to a local electrician to have it installed.  **To be noted**  **NB** from the previous meetings- Cllr Peal - essential work is mending the gate and replacing the fence, and greasing the rotating net. Bearing going on the horse and Spica. The slide will need replacing because it isn't slippery and the mound is losing its timber and we can think about some new toys. |  |
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| **10.** | **PAVILION**  MINUTES OF A VIRTUAL MEETING OF SOUTH WONSTON PAVILION COMMITTEE 02-06-2020  Present: Cllrs Perrins (Chair) and Peal and Clerk Mrs Rachael Jones  PAVILION MANAGEMENT  Before the Pavilion re-opens, a Health and Safety Risk assessment will have been carried out, all the regular servicing with Corrigenda and independent contractors will have been completed, a number of maintenance jobs – painting, repair to the picket fence gate and removal of surplus shelves – will have been done and a professional deep clean undertaken. The remaining servicing (see below), maintenance jobs and deep clean are scheduled for July. The visit from Shawyers Deep Cleaning Services is dependent on availability, but it is hoped they can come before September, when Moo Music and Yoga have said they will return to the Pavilion, all being well. After the Pavilion re-opens, Shawyers will be asked to come once a month as the virus may return in the winter. The committee has control of sufficient funds to pay for the cleaning bill, which is good value.  Mr Ray Watts will see to the painting which needs doing below the dado rail in the Parish Room, the picket fence gate and the removal of the shelves. His work should be finished before the deep clean takes place.  The emergency lighting and alarms are awaiting their service. The fire extinguishers have already been inspected and PAT testing completed. The pump and heater service will be done this week and other agreed services next month.  It was noted that Terry Winter had jetwashed and cleaned the outside toilet, which is now open again, but with partial success. It may be that a more efficient cleaning product is needed. The best thing would be to include the toilet in the deep clean.  One of the CCTV cameras had stopped working but appears to be functioning now.  FINANCE  The meeting concluded with a discussion about budget revision with regard to income. Members were in favour of including some income rather than none. Outgoings will be taken up by the precept.  ACTIONS ARISING  Clerk to co-ordinate dates for contractor, cleaner and property maintenance visits, check CCTV camera, and dispose of shelving.  DATE OF THE NEXT MEETING  To be confirmed.  **- New Role to cover maintaining the SDU etc.**  Cllr Perrins has placed an advert in the Dever News saying that we are looking for a volunteer.  **To be noted.** |  |
| **11.** | **HIGHWAYS**  **- To receive an update on highways**  **From:** Warwick, Cllr J [mailto:Jan.Warwick@hants.gov.uk]  **Sent:** 05 June 2020 14:29 **To:** ann.peal@southwonston-pc.gov.uk; June Perrins <june.perrins@southwonston-pc.gov.uk> **Cc:** Rachel Jones <clerk@southwonston-pc.gov.uk>; Cllr Stephen Godfrey <SGodfrey@winchester.gov.uk> **Subject:** Alresford Drove South Wonston Request for Cycling and Pedestrian Route    An opportunity has arisen at rather short notice to fund additional cycle and work routes. I hope you don’t mind but I have put forward our Alresford Drove suggestion. We can pick up on any additional bollards needed here too in due course but I thought I would get it onto the list in the first instance. (June -you are in the picture -I hope this is OK as it illustrates the narrowness of the road and the width of the ditch nicely!)    **From:** Warwick, Cllr J <[Jan.Warwick@hants.gov.uk](mailto:Jan.Warwick@hants.gov.uk)> **Date:** 5 June 2020 at 14:24:26 BST **To:** Implementation Team Shared Inbox <[implementation@hants.gov.uk](mailto:implementation@hants.gov.uk)> **Subject:** Alresford Drove South Wonston Request for Cycling and Pedestrian Route    Dear Team    Alresford Drove is a narrow route well used by cyclist and pedestrians. It is also a busy rat run with only space for one vehicle and a rather dangerous blind bend and    The Parish Council and I are very keen for the disused ditch running adjacent to the drove (and the field in the photograph below) to be upgraded to a countryside path/cycle route as soon as possible. I have attached the map and photograph of a recent site visit I made with South Wonston Parish Councillors. You can see the ditch to the left hand side of the silver truck.      cid:image001.jpg@01D63B48.054C0300  cid:image002.jpg@01D63B48.054C0300    Cllr Jan Warwick  **Bollards Damaged in Alresford Drove**  **From:** Ann Peal [mailto:annjpeal@btinternet.com]  **Sent:** 19 May 2020 14:49 **To:** Rachael Jones **Subject:** Fwd: Enquiry Raised - Enquiry 21499129  I've reported the bollards again. My original inquiry seems to have disappeared so I have asked who is responsible for maintaining the drove.  From: "HCC Roads and Transport" <noreply@hants.gov.uk> To: annjpeal@btinternet.com Sent: Tuesday, 19 May, 20 At 14:34 Subject: Enquiry Raised - Enquiry 21499129  Enquiry Reference: 21499129   Enquiry Type: Carriageway Other Defect   Location: ALRESFORD DROVE   Thank you for your enquiry.  **To be noted**  **- Lenghtsmen Schedule of work for July**  The next visit is on the 15th July. What work would you like to have  done? My suggestion is weed spraying around the village.  **To be noted**  **- Priority Cutting List**  **From:** Access Central East [mailto:access.centraleast@hants.gov.uk]  **Sent:** 15 May 2020 10:27 **To:** Access Central East **Subject:** UPDATE - Rights of Way - 2020 Priority Cutting List  Dear Parish Clerk,  **Update to Rights of Way 2020 Priority Cutting List**  As you are aware each summer the Access Group undertake a programme of vegetation cutting across the county. Part of this programme is undertaken in-house by our Ranger Team with the rest put out to contract. Contractors are tasked with cutting the Priority Cutting List (PCL), which is made up of routes nominated by yourselves and other town and parish councils as being the most important to their community.    The procurement of a new 3-year contract was authorised and was awarded in mid-February.  Regretfully this contract has been frustrated by the uncertainty surrounding Covid 19. There is currently no fixed indication of when lockdown and social distancing restrictions will be lifted, although we are expecting a gradual relaxation. In considering how to progress with the delivery of the PCL contract during 2020, we have looked at a number of options and **have decided to postpone the 2020 PCL** **contract.**  In order to maintain key local routes we are requesting that each parish and town council look at alternative means of working with us to cut and manage either the full list or a prioritised list during 2020. Our own staff will be able to cut a number of routes, but we would ask you to look at local resources such as your lengsthman or local contractors you utilise that may be able to deliver this years cutting. On that premise we are requesting that each council reviews their network and informs us if they have an option for alternative delivery of the PCL via return of this email by 29th May 2020 in order for us to develop a work programme and partnership arrangements to deliver 2020 PCL. We appreciate this is a tight deadline, but this will allow us to explore options for the reallocation of this years works with our limited resources.  Thank you for your understanding, we are committed to proactively working with you to deliver works this year and look forward to maintaining our positive relationship.  The List that the PC normally get HCC to carry out is:-  - 703 is Christmas Hill end of Lower Rd to somewhere near the yellow  footpath,  - 730 is from the footpath to Pine Close and  - 713 is Pine Close, past Bridge Bungalow to about halfway along the final  section of Ox Drove to Stoke Charity Road, where it becomes 13.  What does the Council do? Get Terry to change his work to do this in future?  **To be noted**  **- Ox Drove Repairs**  **APPLICATION SCHEME GUIDANCE**  **Rural Communities Fund – Countryside Access**  The ‘countryside access’ theme of the [Rural Communities Fund](https://www.hants.gov.uk/community/grants/grants-list/rural-communities-fund) provides funding for projects in rural Hampshire to improve or promote countryside access and rights of way including replacing stiles with gates, resurfacing paths and creating leaflets.  **The priorities of the Countryside theme are to:**   * Deliver improvements outlined in the area [Countryside Access Plans](https://www.hants.gov.uk/landplanningandenvironment/countryside/accessplan). * Provide a long term benefit to the local community and access network based on an existing local need.   **Grant criteria and eligibility**  In addition to the standard grant criteria and eligibility, applications must fulfil all of the following criteria:   * Projects must be discussed with your local Countryside Access Officer prior to submitting an application. * Applications must provide evidence that the project is supported by the Parish/Town Council and landowner (if not the applicant). * Projects for practical improvements to rights of way and open access land must provide a specification that complies with the [Countryside Service standard specifications](https://www.hants.gov.uk/landplanningandenvironment/countryside/designstandards) for practical projects as a minimum requirement. The 'For all Projects' document should be read in conjunction with any of the individual guides. * Projects for interpretation materials must consider the principles set out in the [guidance for producing mapboards and leaflets](http://documents.hants.gov.uk/grants/RuralCommunitiesFundcountrysideaccess-mapboardsandleafletsguidance.pdf). * If work is to be completed by volunteers, the applicant must be confident they have the skills to do the work and that they are appropriately supervised. The applicant must also ensure the volunteers are covered by employers’ liability insurance and public liability insurance. * If the work is to be completed by a contractor, quotes must be provided (at least two for projects over £2,000). The applicant will be responsible for ensuring the contractor has adequate employers’ liability insurance and public liability insurance, supervising the work and ensuring that it is carried out to a suitable standard. * If carrying out the work as the landowner, the applicant must take out and maintain adequate employers’ liability insurance and public liability insurance.   **Funding criteria**  We typically fund up to 50% of the total project cost, up to a total grant of £5,000. Contributions greater than 50% of the total project cost may be considered in some circumstances. An additional 25% funding is available from the New Forest National Park Authority for eligible projects in the New Forest.  The remaining contribution can come from any non-Hampshire County Council source such as Parish Council funds, landfill tax or local businesses.  Volunteer labour (excluding Community Service Payback Teams) and in-kind contributions from landowners can be used to contribute towards match funding of the total project cost. The total project cost is made up of expenditure (e.g. materials, tools, contractors) and the value of volunteer or landowner in-kind contributions.  Volunteer labour should be calculated at no more than £62.16/person/day (i.e. £8.40/person/hour).Typically no more than 25% of the total project cost can be claimed as volunteer contributions. [Use the volunteer labour calculator](http://documents.hants.gov.uk/grants/volunteerlabourcalculator2018.xlsx) to help work out volunteer contributions for your project  Landowners may offer to complete the work themselves (e.g. resurfacing, installing gates), using their own staff and equipment. If they are not charging for this service as a contractor, it can be deemed an in-kind contribution.  No more than 50% of the total project cost can be claimed as an in-kind contribution (a breakdown of the contribution must be provided on the application form)  **Who can apply**   * Parish or Town Councils (see note below) * Landowners * Other organisations (e.g. charities, volunteer/community groups)   Note: If applying as the Parish or Town Council, you will be carrying out improvements under your own legal powers to maintain rights of way (Highways Act 1980) – these powers apply to footpaths, bridleways and restricted byways but do not apply to byways open to all traffic. Powers to provide benches on or at the side of public paths are given under the Parish Councils Act 1957.  **What we can fund**  Funding is provided specifically for projects to improve or promote countryside access. Priority is given to practical improvements to rights of way and open access land. Typical projects include:   * Path Surfacing - provide a better surface by improving drainage, clearing vegetation and applying new surface material * Replacing stiles with gates - improve access for disabled users, those with limited mobility and users with pushchairs and young children * Installation of a boardwalk or bridge - provide access across a boggy area, or a crossing over a ditch or stream * Benches – enhance your local paths with the addition of a bench * Mapboards and leaflets – encourage access to the countryside with a professionally designed leaflet or mapboard showing rights of way, access areas and circular routes for walking, cycling and riding in your local area. You can also include information on local history and wildlife, as well as details of local pubs, cafes, shops and visitor attractions   -----Original Message----- From: "Warwick, Cllr J" <Jan.Warwick@hants.gov.uk> Sent: Friday, 5 June, 2020 14:03 To: "ann.peal@southwonston-pc.gov.uk" <ann.peal@southwonston-pc.gov.uk> Cc: "rachael jones" <clerk@southwonston-pc.gov.uk> Subject: Re: Contractors for ROW repairs  Dear Ann  I’ve had a look through the correspondence-the countryside grant would enable you to offset some of the cost of the work. However you might like to get a quote for yourselves and get the work done quickly.....These are the two contractors HCC have used for the Fittleworth paths in the county. They would be worth approaching in the first instance:    Aquascience Ltd  Units 5&6, Green Lane Farm  Ampfield  Hampshire  SO51 9BN  01794 368247  [http://www.aquascienceltd.co.uk/](http://www.aquascienceltd.co.uk/#_blank)  Examples of their path projects: [http://www.aquascienceltd.co.uk/countryside-access/](http://www.aquascienceltd.co.uk/countryside-access/#_blank)    Rocon Contractors Ltd,  Vyne Lodge Farm,  Bramley,  Hampshire,  RG26 5DX  01256 883001  [https://www.roconcontractors.co.uk/](https://www.roconcontractors.co.uk/#_blank)  I hope this helps  Jan  **It was RESOLVED to approve**  **- Fly Tipping**  Councillors to discuss fly tipping around the village.  **To be noted** |  |
| **12.** | **GENERAL AMENITIES**  **- Noticeboards**  Councillors to agree on the noticeboards that Clerk and the village hall have suggested.  **It was RESOLVED to approve**  **- Dog Bins**  Clerk has contacted Andrew Turner at WCC to see if the bin on Christmas Hill can be moved to the water tower.  Clerk has also spoken to Stu Allen (worthy down) to see if an extra bin can be put on the service track near Coates Rd.  **To be noted** |  |
| **13.** | **Corona Virus Actions – Current and Way Forward**  Cllr Neville to give an update on the memory book.  Cllr Peal has updated the current Health and Safety Policy  **It was RESOLVED to approve the updated version of the standing orders** |  |
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| **14.** | **CORRESPONDENCE**  Correspondences were received from:-  13/5/20 (x4) – A resident of South Wonston - Concerns about noncompliance on COVID-19  18/5/20 (x3) - A resident of South Wonston - Bollards on Alresford Drove  22/5/20 - A resident of South Wonston - Ash Die Back in South Wonston  25/5/20 (x2) - A resident of South Wonston - Bollards on Alresford Drove  28/5/20 + 29/5/20 – A resident of South Wonston - Dog Poo Disposal & Fly Tipping  30/5/20 – A resident of South Wonston - Garage / Table Top Sale (CAN THIS BE DISCUSSED)  2/6/20 - A resident of South Wonston - Gunn Barrell Estate  3/6/20 - A resident of South Wonston - Ash Die Back in South Wonston  3/6/20 - A resident of South Wonston - Bush overhanging the BMX track  3/6/20 (x2) - A resident of South Wonston - Ash Die Back in South Wonston  3/6/20 - A resident of South Wonston - Police Report  5/6/20 - A resident of South Wonston - Fly Tipping  5/6/20 - A resident of South Wonston - Gun Barrell Estate.  All emails and responses were forwarded onto Council |  |
| **15.** | **DATE OF NEXT MEETING**  The next meeting will be held on Monday 13th July 2020 at 7.30pm |  |