

MINUTES OF ROTHERWICK PARISH COUNCIL MEETING HELD ON WEDNESDAY 14th NOVEMBER 2018

Members: Cllr Hugh Radesk (Chairman), Cllr Lucy Bardwell (Vice Chairman), Cllr Katy Fox, Cllr Daniel Margetson & Cllr Andrew Sinclair

Also present: District Cllr Brian Burchfield (Part), County Cllr Jonathan Glen (Part) & Mrs Susan Richardson, Clerk & RFO to the Council, taking the minutes .

93/18 The Chairman warmly welcome Andrew Sinclair as a newly Co-Opted Councillor to Rotherwick Parish Council. Cllr Sinclair duly signed his Declaration of Acceptance of Office together with his form of Disclosable Pecuniary Interests. The Clerk, as the Proper Officer, authorised.

94/18 **Apologies**
Apologies were received from District Cllr Jane Worlock.

95/18 **Declarations of Interest**
None declared.

96/18 **Public Participation**
No members of the public were present.
(a) District Councillor Update - Cllr Burchfield reported that HDC was quite quiet currently with the exception of the County's 'balancing the budget' initiative which sets out how HCC will make £140 million worth of savings to its current budget. One of their initiatives is to withdraw free school transport, provided by the county council, to children from Hook, aged between 11 and 16 attending Robert May's in Odiham. Robert May's is the only school in the catchment area for a lot of students, and a large percentage don't live in Odiham. HCC currently spend £250,000 on transporting children from Hook to Robert May's school. The free transport is provided due to there being no safe walking routes. Walking from Hook to Robert May's, via Junction 5 of the M3, is not safe. Also crossing the A287, where it is a dual carriageway, would be unsafe due to the speed of the traffic.

The creation of a safe walking route is one of the options currently being investigated by HCC. Opposition to this 'safe walking route' will become evident on the 20th November when the route will be walked.

97/18 **Minutes of the previous meeting**
Cllr Daniel Margetson proposed that Minutes, 78/18 to 92/18, are accepted as a true record of the Council meeting held on the 17th October 2018. Cllr Lucy Bardwell seconded. **It was RESOLVED** that the Chairman sign the minutes.

ROUTINE BUSINESS & ADMINISTRATION

98/18 **Task List Progress Updates (Information Only)** - (i) The Clerk updated the meeting on her individual tasks both closed & outstanding. (ii) Each Councillor present updated the meeting on their individual tasks.

Cllr Burchfield left the meeting

FINANCE

99/18 **It was AGREED to Approve;**
(i) The payments on account as presented, Appendix One, for payment.
(ii) The Bank Reconciliation to 31st October 2018, Appendix Two, and Cllr Bardwell duly signed

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the Bank Reconciliation & corresponding bank statements as May Agenda Item 10/18 (i)(d).

Cllr Glen joined the meeting

PLANNING

100/18 To consider and make comment on the following planning applications received from Hart District Council;

- (i) **18/02279/HOU Rotherwick Lodge, Post Horn Lane, Rotherwick, Hook RG27 9BF** for works to three windows to include draught-seal, overhaul and re-stain the oak frame, fit new top and bottom oak sashes in existing window frames, stain the new sashes to match the frame and glaze with 4/5/4 argon filled heritage units puttied externally. **It was AGREED** to offer no objections to this planning application.
- (ii) **18/02372/HOU 86 The Street, Rotherwick, Hook RG27 9BG** for the erection of a new outbuilding following demolition of existing wooden outbuilding. **It was AGREED** to offer no objection to this planning application. However, due to the property location, being on The Street, Rotherwick and in close proximity to Whitewater Primary School, we kindly request that the standard amenity conditions are applied with respect to hours of work, parking of contractor vehicles and the delivery/storage of materials.

ADMINISTRATION

101/18 General Council Administrative Matters

- (i) Capital Spend Projects & Initial Draft Budget 2019/2020 - Following work undertaken by Cllr Bardwell & the Clerk the following spreadsheets were circulated to full Council to aid 2019/2020 Budget projection in a timely fashion ahead of Precept calculations. (a) 2018 Budget -v- Actual Spend (6 months) (b) 3 Year Comparison Budget-v-Actual Spend (c) Asset & Maintenance Schedule and (d) Projected Spend 2019-2020. Some discussion took place and **it was AGREED** that the Clerk would submit a Proposed Budget, incorporating items discussed this evening, for the December meeting.
- (ii) Lengthsman Scheme Update - The Clerk reported that the Lengthsman will be in the village on Thursday the 15th to undertake most of our agreed works.
- (iii) Playing Fields Charity Registration update - The Clerk has been in touch with Adrian Owen, Solicitor & Project Lead Adviser within Hampshire Legal Services (via our HALC Membership) attempting to provide additional clarity on Charity Registration. Hampshire Legal Services, after reviewing all documentations have advised that Foundation CIO should be created enabling charitable funding to be sought, separate accounting to be kept and RPC's compliance with an Agreement made with Fields in Trust in 2008. **It was AGREED** that the Foundation CIO's committee should be made up of a minimum of 3 Parish Councillors and 3 Parishioners. It was further **AGREED** to engage the services of Hampshire Legal Services to assist with this. In order to keep costs to a minimum they will work closely with our Clerk to achieve this. A proposal identifying costs and formal engagement will be presented to the December meeting.
- (iv) Proposed Parish Council 2019 Meeting Dates - The following dates were approved and will be uploaded to our website: 16th January, 13th February, 20th March and 17th April.
- (v) Roles & Responsibilities - This item was postponed as the Chairman & Vice Chairman met, earlier this evening, with an interested party wishing to find out more about the Co-option vacancy. It was agreed that discussion of Roles & Responsibilities would be best served when we have a full Committee.
- (vi) HDC, Public Space Protection Order - Upon receipt of the letter from HDC relating to Public Space Protection Order – Dog Control **it was AGREED** to register 'NO DOGS' allowed within

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the playground area.

102/18 PAVILION, PLAYING FIELDS & PLAYGROUND

- (i) Inspection – The last inspection was Friday the 9th November when the only concern identified was a broken seat within one of the memorial benches. A quotation will be sought to repair this.
- (ii) Annual Inspection Report - Following the 'Moderate Risk' identification within the Annual Inspection Report relating to one of the uprights on the Basket Swing the manufacturers, Fawns Recreational Services Limited, have attended site and confirmed that this upright will be replaced FOC (Free of Charge) as the equipment is still within its 10-year guarantee. Whilst on site, a Fawns representative, also inspected areas of shrinking and lifting within the Wetpour Safer Surfacing has also been investigated. Quotations have been sought for full replacement as well as selected area replacement. These will be presented at the December meeting.
- (ii) Pavilion Works - No further quotations were available.

103/18 HUDSON COPSE

- (i) Inspection – An inspection was carried out on the 8th November and, other than the 'lifting bar equipment' all appeared OK. Cllr Margetson offered to address the broken lifting beam which, for the time being, is taped off with red & white 'hazard' tape.
- (ii) Fencing Quotations – Cllr Fox prior to the meeting circulated the three fencing quotations as previously agreed. A contractor was chosen but, after discussion, it was agreed to seek the cost of 'plastic shrink post savers' to all posts encouraging longevity. The final quotation will be brought back to the December meeting for agreeing prior to official order being placed.

Cllr Glen left the meeting

104/18 VILLAGE AMENITIES

- (i) Defib Inspection - The defibrillator was checked this evening and all indicator lights shows no problems or concerns.
- (ii) Village Pond Pipework – Technicians are due on Friday to investigate the pipework leading to the village pond.

105/18 HIGHWAYS

- (i) New Village Signage - We remain in contact with Highways regarding the S106 items agreed. No further update currently.
- ((ii) It was noted that, the outstanding tarmac repairs in Cowfold Lane had all now been completed.

106/18 FOOTPATHS & VERGES

- (i) Cllr Bardwell reported that she had heard good things relating to work undertaken on the footpath and entrance to Rotherwick Lakes. This has been a problematic area, during heavy rainfall, causing flooding into the road and ditch overspill. The RPC hopes that this work will alleviate any road safety concerns during the winter months.

107/18 DATE OF NEXT MEETING - Wednesday 19th December 2018, Rotherwick Village Hall, The Street, Rotherwick, RG27 9GB at 7.30 p.m.

Meeting Closed at 21.53

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APPENDIX ONE - Agenda Item 99/18 (i)

Payee	Nett £	VAT £	Total £	Details	Cheque or Transfer
Cllr Hugh Radesk	68.41	13.68	82.09	2 x 17AH 12 Volt Battery (SID)	Transfer
Cordio	362.48	72.50	434.98	Engraved Bench for Pumping Station Area	Transfer
Mrs Susan Richardson	61.03	0.00	61.03	A5 Leaflets for Cllr Vacancy, A4 paper, Microsoft Office 365, Printer Ink On-Line, Travel to Clerk Update 30.10.18	Transfer
JRB Enterprise	58.95	11.79	70.74	Standard Dog Gloves (Dispenser Refill Waste Bags) for dispensers at Playing Fields & Hudson Copse	Transfer

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APPENDIX TWO - Agenda Item 99/18 (ii)

BANK RECONCILIATION

To 31/11/2018

Lloyds Bank

Current Bank Account 43763468

Balance per statement number On Line £ 27,494.70

Natwest Bank

Business Reserve Account 86551256

Balance per statement number 63 £ 63,164.02

Less unpresented cheques as at 30/09/2018

Cheque numbers 33 £ -14.04

Error Cheque 000020 against what was debited £ 5.00

Total cash at bank £ 90,649.68

Susan Richardson

Responsible Financial Officer to Rotherwick Parish Council

Dated 08/11/2018