

MINUTES OF ROTHERWICK PARISH COUNCIL MEETING HELD ON WEDNESDAY 19th SEPTEMBER 2018

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

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

63/18 Apologies

Apologies were received from Cllr Steve Burrridge, Cllr Jane Worlock & Cllr Mike Morris.

64/18 Declarations of Interest

None declared.

65/18 Public Participation

Former Chairman, Vice Chairman and Councillor David Dibbin was invited to attend the meeting this evening where a presentation was made. Those present wished to extend their thanks and best wishes acknowledging the contribution David has made to Rotherwick Parish Council over many years.

- (i) A member of the public wished to voice his disagreement with the recent Parish Council's stance and subsequent letter regarding fracking (*See Minute 56/18(iii)*). Despite the arguable benefits of fracking, the Members reiterated that their letter was focused on upholding the requirement for planning permission.
- (ii) Cllr Burchfield reported that three topics are pressing at the current time **(a)** The appeal made to the Secretary of State against the decision of Hart District Council to Refuse Planning Permission to Owen's Farm (West of Hook Development). Cllrs. Orchard (Hook PC), Glen and Worlock met with officers at Hampshire County Council on Tuesday afternoon, regarding the various transport issues pertinent to the Appeal. Hook PC's response will be finalised this week. **(b)** Fly-tipping has become a significant problem within Hart and a more aggressive stance is planned within the District. **(c)** Travellers at Elvetham Heath.

66/18 Minutes of the previous meeting

Cllr Katy Fox proposed that Minutes 48/18 to 62/18, are accepted as a true record of the Council meeting held on the 15th August 2018. Cllr Lucy Bardwell seconded. **It was RESOLVED** that the Chairman sign the minutes.

Cllr Glen joined the meeting.

ROUTINE BUSINESS & ADMINISTRATION

67/18 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 both closed and outstanding.

FINANCE

68/18 It was AGREED to Approve;

- (i) The payments on account as presented, Appendix One, with additional information as follows; **(a)** The payment made, utilising Financial Regulation Item 4.5, in the sum of £250.00 to Jim James for the removal of a fallen tree within the Playing Fields. **(b)** Atlas Fire Protection Limited, in the sum of £100.04, for the annual fire equipment inspection plus the supply of a new 2018 Fire Blanket for the kitchen.

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- (ii) The receipts on account as presented, Appendix Two.
- (iii) The Bank Reconciliation to 31st August 2018, Appendix Three. Cllr Bardwell duly signed the Bank Reconciliation & corresponding bank statements as per May Agenda Item 10/18 (i) (d).

PLANNING

69/18 To consider and make comment on the following planning applications received from Hart District Council;

- (i) **18/01558/HOU Woodside, Wedmans Lane, Rotherwick, Hook RG27 9BT. It was AGREED** to offer no objection to updates on the planning application. The Council's previous response, detailed in August Minute Item 54/18(ii), remains unchanged.

ADMINISTRATION

70/18 General Council Administrative Matters

- (i) B13 Notice, 2 Lyde Green Cottages – The Notice relating to an application to register a right of way over the land at Lyde Green was received on the 20th August and circulated to all Cllrs so as to meet the 10th September deadline imposed by HM Land Registry. As no objections were offered (in line of the previous decision made for 5 Lyde Green) the Chairman instructed a 'No Objection' response.
- (ii) Playing Fields Charity Status - **It was AGREED** to approach Ian Davidson of Surrey Hills Solicitors to ask him to look over the Deed of Dedication & Land Registry documentation to confirm if, the course of action identified previously was still the most appropriate route.
- (iii) Webgenie Email & Website Provision - Some concerns regarding the email service currently being experienced were raised. There have been incidents of undelivered emails, missing email trails etc. It was recognised that many hours of work had been spent on the website in the last 18 months and reluctance to change to another provider was voiced. It was suggested that any immediate problems should be discussed with Webgenie with whom we have 24/7 technical support. In the meantime, casual enquiries will be made with other Parish Council website providers.

Cllr Burchfield left the meeting.

- (iv) Lengthsman Update - Cllr Bardwell & the Clerk met with the Lengthsman visiting and requesting confirmation of hours/costs for the following identified works:
 - (a) Removal of debris & tree trunks along Rotherwick Lane leading to Hartley Wespall.
 - (b) Removal of bulrushes and weeds within the village pond.
 - (c) Removal of tree along the Bridge Path at the end of Wedmans Lane.
 - (d) Removal of discarded trees along Hook Road and Cowfold Lane.
 - (e) Wash Village Signs, cutting back vegetation where necessary.
 - (f) Weed & remove dead plants from all village chicanes, include curb stones & cobble stones. Replacement plants will be introduced in Spring of 2019.
 - (g) Reinstatement of verges along Wedmans Lane.
 - (h) Pumping Station road's pot holes.
- (v) Insurance Provider for 2018/19 - Came & Co provided the Parish Council with three Comparable quotations for 12 month's insurance cover from the 1st of October 2018. All

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quotations were circulated to Councillors before the meeting for review. **It was AGREED** to enter into a long-term agreement (3-year Agreement) with Inspire who are underwritten by AXA Insurance. The annual premium is £1,048.36. The other two quotations were Hiscox at £1,453.95 and Ecclesiastical at £1,445.02. It was noted that £1,700 had been budgeted, therefore, for the remainder of the financial year, the under spend could if required be reallocated to another area of spend.

- (vi) Councillor Co-Option Recruitment – The recruitment campaign is underway. An advertisement will appear in this month’s Rotherwick News together with loosely inserted A5 flyers, posters are displayed on village noticeboards as well as Hook Garden Centre, Hook Parish Council noticeboard and the Hartlett’s Café. **It was AGREED** to look into the cost of placing the advertisement in the Whitewater Magazine and Hook Focus.

71/18 PAVILION, PLAYING FIELDS & PLAYGROUND

- (i) Inspection - It was noted and recorded that, during the last Pavilion inspection on Wednesday 19th September no items or areas of concern were noted within the playground. However, it was noticed that there was a broken step/open gap at the Pavilion. As this presented a potential ‘trip hazard’ a quote for repair had been obtained. **It was AGREED** to accept the quotation in the sum of £120.00. It was further noted that the loose connections, earlier identified on the cargo net, had been tightened.
- (ii) Pavilion Works - A quotation in the sum of £360.00 has been received to replace the broken glass pane recorded during last month’s inspection and noted in Minute 57/18(i). **IT WAS AGREED** to accept the quotation from Jordan Card. It was, after discussion, agreed to ask the Cricket Club for a voluntary contribution towards the cost. (Jordan Card has undertaken some work at Cllr Bardwell’s house recently she, therefore, excused herself from voting on this item.)
- (iii) External Refurbishment - During the external refurbishment an area of rotten wood was found which required immediate replacement. **It was AGREED** by all members present to accept the extra £25.00 charge for this work.

72/18 HUDSON COPSE

- (i) Inspection - It was noted and recorded that, during the last inspection on Monday the 17th of September there were no items or areas of concern.
- (ii) Fencing - One quotation had been received. **It was AGREED** to obtain two further, like for like, quotations.

73/18 VILLAGE AMENITIES

- (i) Defib Inspection - It was noted and recorded that, the defibrillator during the last inspection on Wednesday 19th September, was in good working order. It was further noted that the latest attempt to adhere the box sticker with Gorilla Glue had been successful.
- (ii) **It was AGREED to;**
- (a) Accept the quotation in the sum of £85.00 to provide a new cork backboard to the Noticeboard sited in Wedmans Lane. Attempts to seal the Noticeboard have resulted in the ‘cork’ becoming hardened and impenetrable to drawing pins.
- (b) Not accept the quotation in the sum of £140.00 to re-strengthen the bench sited at

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the Pumping Station. As the bench had undergone a repair previously, it was deemed prudent to replace the bench, to match the one earlier purchased for Chicken Farm. A quotation to secure the bench will also be obtained.

74/18 HIGHWAYS

- (i) Vegetation along Hook Road has been cut back from the village crossroads, leading out to the B3349.
- (ii) Street name signs in Wedmans Lane have been repositioned to be more visible to road users.
- (iii) Pot holes have been filled along Cowfold Lane.
- (iv) Cllrs Radesk and Bardwell are to meet Highways on 21st September to progress upgrading of remaining village finger posts.

75/18 FOOTPATHS & VERGES - Nothing additionally to report.

76/18 GENERAL UPDATES; Correspondence, Forthcoming Events (Reports Only)

- (a) **Telephone Box** - The Parish Council wish to acknowledge the volunteers who have undertaken an outstanding refurbishment on the telephone box. A picture of them 'in action' appeared on the front of the Rotherwick News too.
- (b) **Castle Water Company & The Cricket Pavilion** - All incorrectly raised invoices from Castle Water have been credited. Confirmation that no outstanding amounts are due to them is noted.
- (c) **Outbuilding break-in** - The Parish Councillors wished the recent break to be recorded.
- (d) **Operation Rebate Crime Prevention Surgery** - Following an approach from PCSO Nick Greenwood, Rotherwick Village Hall have generously offered their support to Hart North Rural Neighbourhood Policing Team on Tuesday the 30th October. The 'surgery' will run from 18.00-20.00 hrs. PCSO Nick Greenwood and his colleagues will advertise the event locally. **It was AGREED** that, as its Halloween, we should let the school know that there is likely to be increased traffic within the village.

'Tools and similar items are regularly recovered in bulk, however, cannot be returned to their rightful owners as serial numbers are not provided on the crime reports. Our intention is to run an OP Rebate crime prevention beat surgery. This surgery will target our vulnerable rural community and seek to promote the marking and recording of tools and other items.'

77/18 DATE OF NEXT MEETING - Wednesday 17th October 2018, Rotherwick Village Hall, The Street, Rotherwick, RG27 9GB at 7.30 p.m.

Meeting Closed at 21.10

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APPENDIX ONE - Agenda Item 68/18 (i)

PAYEE	Nett £	VAT £	Gross £	Details	Payment
Cllr Hugh Radesk	94.88	17.05	111.92	Paint & consumables for Telephone Box. Agenda Item 44/18(ii)	Transfer
Premier Grounds & Garden Maintenance	90.00	18.00	108.00	Playing Fields grass cutting x 1. Agenda Item 11/18 (iii)	Transfer
Jim James	250.00	0.00	250.00	Fallen tree removal from the Playing Fields. FR Regs Item 4.5	Transfer*
Jordan Card	470.00	0.00	470.00	Materials for Pavilion exterior refurbishment. Agenda Item 42/18(a)	Transfer**
Jordan Card	1700.00	0.00	1700.00	Pavilion exterior refurbishment. Agenda Item 42/18(a)	Transfer**
Atlas Fire Protection	100.04	20.01	120.05	Annual fire equipment check at the Pavilion (annual contract)	Transfer
Cllr Lucy Bardwell	14.98	3.00	17.98	General Approved Expenses	Transfer

***payments already made utilising FR 5.5 (c)*

APPENDIX TWO - Agenda Item 68/18 (ii)

PAYER			Gross £	Details	Payment
Hook & Odiham Rugby Club	35.00	0.00	35.00	First Payment of 2018/19 Pitch Hire Agreement	12
Hook & Odiham Rugby Club	275.00	0.00	275.00	Pavilion Hire for 2018/19 Match Dates	On Line

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APPENDIX THREE - Agenda Item 68/18 (ii)

BANK RECONCILIATION

To 31/08/2018

Lloyds Bank

Current Bank Account 43763468

Balance per statement number 12 £ 31,052.28

Natwest Bank

Business Reserve Account 86551256

Balance per statement number 61 £ 63,150.96

Less unpresented cheques as at 31/08/2018

Cheque numbers 33 £ -14.04

Error Cheque 000020 against what was debited £ 5.00

Total cash at bank £ 94,184.20

Susan Richardson

Responsible Financial Officer to Rotherwick Parish Council

Dated 14/09/2018