

THE PARISH COUNCIL OF NEWLANDS

MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 23 JUNE 2022 AT NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, PO7 3BX COMMENCING AT 7.30 pm

<u>Members:</u>	Cllr D Crichton (Chair)	(P)	Cllr O Barneveld	(P)
	Cllr A Berry	(P)	Cllr A Carden	(P)
	Cllr A Kirby	(P)	Cllr J Parry	(P)
	Cllr L Price	(P)	Cllr M Read	(P)
	Cllr C Brook	(P)		

Also present Karen Seear Clerk to the Council.

016/23C Apologies: Apologies were received from C/Cllrs Stallard, D/Cllrs Cutler, Clementson, Clear and Evans.

017/23C Declarations of Interest: Cllr M Read and Cllr C Brook declared an interests as they are Ward Councillors for Winchester City Council.

018/23C Minutes:
The minutes from the Annual Council meeting held on 26 May 2022 were received. **It was unanimously RESOLVED that the minutes of the Annual Council meeting be accepted as an accurate record and were duly signed by the Chairman.**

019/23C Matters arising and outstanding matters from Previous Minutes: There were no matters arising or outstanding items.

022/23C Public Participation: There was no requirement for a public session.

023/23C County and District Councillors Reports:

a) C/Cllr P Stallard had circulated a written report. (previously circulated) Thanks were given to C/Cllr Stallard for her report.

D/Cllr Brook gave a verbal report. She mentioned that the land transfer regarding open space in Wellington Park had been approved at Winchester City Council. There had been discussions regarding setting up an Equalities panel and the panel has now been approved. There are on-going issues regarding the maintenance contractors, ID Verde. They cut the grass within the development. The Chairman had raised the issue of grass not being cut with a representative at Winchester. The grass had since been cut and a few areas which had been left will be returned to. Cllr Brook mentioned that the first scrutiny meeting at WCC had taken place. It being early on in the year, D/Cllr Brook did not have much further to report.

D/Cllr Read gave a verbal report. The first steps towards taking over the open space land had been taken. The general consensus is that this will be a three month process. Discussions regarding the commuted sum had taken place. Winchester City Council are offering support with this process. Newlands Parish Council are looking towards employing a RFO (responsible financial officer) to help with these matters. Support from WCC was welcomed. **NOTED.** D/Cllr Read mentioned that the work of the Amenities committee is about to really get started. A youth shelter has been awaiting installation on transfer land for around 2 years. Once the land is in Newlands Parish Council ownership, the youth shelter will be installed. **NOTED.**

020/23C Parish Matters:

- (a) Developments and Adoptions: The Chairman mentioned that the Grainger website had been out of order for a few days. The Chairman had made a representative of Grainger aware of this matter and it is has since been rectified. **NOTED.** There was not much new information to report regarding building and adoption process. There was no further update regarding the sale of the next two phases. The Chairman has been in discussions with D/Cllr Cutler who is questioning whether Grainger are prepared to make changes to the current design of the development to allow for further changes in legislation, installation of EV charging points. There are other considerations which would be worth implementing, ground source heating, bio mass boilers etc.. The council is keen to agree a way forward with Grainger with regards to this. The current design code is around 15/20 years old. The question was asked to Bloor homes, who are building the latest phase, they have no intention of installing EV charging points. **NOTED.**
- Cllr Carden mentioned that house builders have an obligation to meet current legislation at the time of the building. **NOTED.** He also went on to mention that a lot of work had been taken place at a junction close by to Marrelsmoor Avenue. The work may have been required by Hampshire Highways, in readiness for adoption. Out of courtesy it would have been beneficial if the council had been advised of these works, especially as there have been changes to the design to one of the major thoroughfares of the development. **NOTED.** The Chairman stated this may be due to the fact that the Grainger neighbourhood officer is currently off sick. He felt that this could be raised with Grainger. The relationship with Grainger requires re-establishing. Going forwards, regular meetings between Grainger and NPC will be taking place. **NOTED.** Permitted development rights were also discussed. Permitted development rights should be removed from any new phase development. This is due to the fact that the design code which has previously been agreed stipulates these terms which are to be applied to the whole of the MDA (major development area) **NOTED.**
- There has been no further progress on the Havant area of open space, due to be adopted. The Chairman will chase for news and raise as an item at the West of Waterlooville forum. **NOTED.** No further news from the Wellington Park/Taylor Wimpey side of the development. **NOTED.**
- (b) Community Plan: There had been no news or further updates regarding the community plan. The Chairman suggested that the Clerk contact the representative from WCC for an update. **NOTED.**
- (c) HBC Land: This item had previously been covered.
- (d) Proposed Parish Depot: The Chairman had made a suggestion regarding the location of the proposed parish depot. He had previously spoken with all members and outlined plans. He had also mentioned the plan to a representative at Grainger who sees no problem with the suggestion. The Chairman had also spoken to a representative at La Salle to gain some input regarding the plans. It is hoped the council can work alongside both parties for the project. Planning permission may also be required and/or also change of use. Cllr Read mentioned that the Amenities Parish Warden had been given the task of researching what may be required for the depot. Cllr Read also mentioned the building could possibly be donated to the council as part of the section 106 monies. **NOTED.** He felt that it may be a bit early to decide some of the particulars for the depot. The matter requires further discussion by the Amenities committee with further input from the Warden. It was agreed that members and Warden should collate information regarding the proposal relating to the design of the depot. The Amenities Committee will consider this information and will then come back to Full Council for further discussion. **NOTED.** If any member has any suggestions for the depot they should pass these on to the Warden. **NOTED.**
- (e) Youth Shelter: There was query regarding the finance of the youth shelter. The costings require a review and there may be an adjustment to the cost. **NOTED.** As soon as the land is under NPC ownership the youth shelter will be installed. Cllr Price queried whether insurance was currently adequate and includes this facility. Any new item will be added to the council's insurance policy. The matter of CCTV was also discussed. It was suggested that the Police/PCSO's be contacted again regarding the matter. **NOTED.** It was also suggested that Grainger be contacted regarding the CCTV at Town Park. The Police should also be invited to an Amenities meeting. The Clerk was asked to contact the police with regards to this matter. **NOTED.**

Website: Traffic for the website had been gained and will be circulated. **NOTED.** Councillor email addresses have been requested. The Clerk will report back to the next meeting with information from the domain provider. **NOTED.**

Correspondence: Correspondence had been received from Zurich Insurance. It was agreed to pay the extra sum required for both members of staff. **NOTED.** It was also noted that as responsibility grows any further items can be added to the policy as and when required. **NOTED.**

The second item of correspondence concerned an application for a grant from a member of the public who is running a craft group. The council considered the grant application. The council's grant policy states that it does not give grants towards running costs. It was also felt that the request for an overlooker does not provide something of the value to the community. **It was UNANIMOUSLY RESOLVED to reject the grant application. The Clerk was asked to contact the resident wishing her well in her venture, and explaining reasons why the grant had been rejected.**

The council received correspondence regarding speeding within the development. It had been noted that there were some areas where this is becoming a problem. At the present time there is very little that the council may be able to do. A discussion took place regarding suggestions to help curb speeding. It was decided that the matter will be discussed further by the Highways and General purposes committee. **NOTED.**

The final piece of correspondence concerns charges by the management company, Trinity. A resident has written to the council with concerns that areas of open space are not being maintained appropriately and that the charges for which do not provide value for money. Cllr Carden wished to note that Trinity are a private management company. Newlands Parish Council does not instruct Trinity to carry out works any works on their behalf. **NOTED.** Cllr Berry stated that the council has a duty of care to residents and that if it is affecting residents the council should help out. **NOTED.** Cllr Brook suggested that Taylor Wimpey should also be made aware of the issue. **NOTED.** Cllr Price stated that Taylor Wimpey no longer has a relationship with Trinity. **NOTED.** The Council have maps which show areas of responsibility. Cllr Berry is willing to photograph the areas in question and report back any items of concern to the Clerk, she will then pass this information on to Trinity for their attention. **NOTED.** Cllr Carden stated that it is in the council's interest to also ensure all areas of the Parish are maintained to a certain standard. **NOTED.**

024/23C Outside Bodies:

- a) Local Parish Briefing: Cllr Berry gave a verbal update. He felt that it was a useful meeting. The WCC enforcement team are due to meet with council representatives shortly, as there are concerns regarding the recent bouts of fly-tipping. WCC is also offering the council training on enforcement. It was queried how relevant the enforcement training would be to members at the present time. Cllr Brook stated that the biggest enforcement case likely to be relevant to the council may be Traveller's. It would worth gaining knowledge regarding this. Cllr Carden also mentioned that the development is now also lacking an implementation officer, this means that checks to establish whether conditions, previously laid out regarding building works etc.. are being followed. The Chairman asked whether this should be raised at the next West of Waterlooville forum. In the absence of the an implementation officer the council has concerns regarding building enforcement. Cllr Carden stated that as part of the section 106 agreement an implementation officer should be in post and carrying out these checks. An employee from Grainger is not suitable for this role as there is a conflict of interests. The matter will be raised at the next WOW (West of Waterlooville) forum. **NOTED.**
- b) Southern Parishes: The Chairman gave an update regarding the meeting. He mentioned that the Police and Crime Commissioner, Donna Jones had been in attendance. Re-zoning policing boundaries had previously been mentioned. He asked the Clerk to write to her for an update regarding the re-zoning the policing boundaries. **NOTED.** Cllr Berry mentioned that the number of social homes was spoken about during the meeting. WCC had asked Newlands Parish Council to incorporate further home building. NPC have spoken to Grainger about this matter, extra allowance within the development for homes is now being considered. **NOTED.** Minutes from the Southern Parishes meeting will be circulated to members with the agenda. **NOTED.**
- c) Joint Planning Committee: No meetings have taken place. Acknowledgment that the meetings are required is known. Cllr Read is currently chasing the matter between several council representatives from both councils (HBC and WCC). Representation from HBC is currently

lacking. **NOTED.** Cllr Brook mentioned that both Cllr Tod (WCC) and Cllr Rennie (HBC) had met and had spoken about the Waterloo regeneration project. There are hopes that communication is improving between both councils. **NOTED.**

- d) **WACA:** Cllr Kirby gave a verbal update. There had recently been a WACA board meeting. There are concerns that hall users are leaving taps on. There had also been a complaint regarding a resident who had wished to make a hall booking. WACA has the matter in hand. **NOTED.**

025/23C Finance:

- a) Orders for Payment: There was a query regarding the travelling allowance for councillors. The current rate for mileage reclaim is still 45 pence. **NOTED.** The payment to pension services was also queried, this sum is for all pension payments to date since both the Clerk and the Warden joined the council. It was thought that the council may also be able to claim back VAT on the insurance for the Wardens laptop. **NOTED. It was unanimously RESOLVED that the payments detailed on the orders for payment list 02 should be APPROVED in the sum of £5,485.71 including VAT and that further payments of £ 283.36 including VAT were RATIFIED and that 0.00 in receipts are noted.**
- b) Bank Statements: The bank statements had been previously circulated. **The statements were reviewed and the balances as of 31st May 2022 were agreed. The statements were signed by the Chairman. NOTED.** The bank balance of the Hall account is looking healthy. Cllr Kirby suggested that the money which the council had transferred to the Hall account from the general reserve account when the community hall facility opened might now be transferred back. **It was UNANIMOUSLY RESOLVED to transfer this sum.**
- c) Accounts: The accounts for May 2022 had been prepared and circulated. **NOTED.**
- d) **AGAR:** Newlands Parish Council Annual Return – 2021/22

- i) To note that the Internal Auditor has carried out a review of the Accounts for the year ended 31st March 2022 and signed the Annual Internal Audit Report 2021-22 (previously circulated).

The Council **NOTED** that the Internal Auditor had completed her review of the accounts and completed her audit report.

- ii) To approve the Annual Governance Statement 2021/22 - Section 1 of the Annual Return on page 2 (previously circulated) and to authorise the Chairman and Clerk to sign off. **It was RESOLVED that the Annual Governance Statement be APPROVED by the Council. It was also RESOLVED to authorise the Chairman and the Clerk to sign the Annual Governance Statement (Section 1) of the Annual Return.**
- iii) To authorise the Chairman to sign the Accounting Statements 2021-22 - Section 2 of the Annual Return.
- iv) **It was RESOLVED to authorise the Chairman and Clerk/Responsible Financial Officer to sign the Accounting Statements 2021-22 (Section 2) of the Annual Return.** To note that the Period for the Exercise of Public Rights - Accounts for the Year ended 31st March 2022 commences on 1st July 2022 and ends on 11th August 2022. **It was UNANIMOUSLY RESOLVED that the period for the exercise of Public Rights will be as stated.**

- 026/23C** Warden Toolkit: The Warden had produced a list of suggested items. Cllr Berry stated that if the Warden is to use a strimmer, the Warden will need to attend a health and safety course. **NOTED.** Training is thought to be quite expensive. It was suggested that the strimmer and the telescopic shears be reserved from the list of items. The Warden will require business insurance for storage. The costs to him will be reimbursed by the council. **NOTED.** Cllr Barneveld suggested finding out that whether training is required or not. **NOTED.** Cllr Carden suggested that the items could be purchased and the Warden then attend the appropriate training. **NOTED.** Cllr Read suggested getting in touch with Denmead Parish Council for clarification. **It was UNANIMOUSLY RESOLVED to purchase the equipment.**

- 027/23C** Audio visual Equipment: Cllr Kirby had been researching projectors for the hall. He suggested the council purchase a projector that was at least 3000 lumens. The specifications were outlined. A stand will be required as well as cable covers. The projector will be useful for council meetings. It may be worth just considering purchasing the projector and seeing how it works without a screen, if a screen is required this will be purchased at a later date. It was thought that £1000 would be sufficient a budget to cover these items. There may not be a requirement for sound so no need to purchase a sound bar. **It was UNANIMOUSLY RESOLVED to purchase a projector at a cost of up to £1000. Cllr Kirby will pass 3 quotes on to the Clerk. The purchase of this equipment will come from the funds from the community hall account. The Clerk will then choose and purchase the most appropriate equipment.**
- 028/23C** Newlands Parish Council Policies Review: The Chairman asked whether any members believed that there were any revision required to the council's current policies. No amendments were needed. The Clerk was asked to re-date the current policies and to add them to the Parish Council's website. **NOTED.**
- 029/23C** Flagpole: This item had previously been discussed. The Chairman had mentioned the fact that the council require a flagpole to a representative at Saville's. The representative has asked for the details of the flagpole to be passed on, so that they may include this on plans for the new district centre. Cllr Read stated that he would speak to Grainger regarding the installation of the flagpole. All members agreed that he should do this. **NOTED.**
- 030/23C** Council Insurance: An extra amount is now payable on the council's insurance renewal. This is due to the fact that there are now two paid members of staff. **It was UNANIMOUSLY RESOLVED to pay the extra amount.**
- 031/23C** Other reports: Cllr Brook suggested that the council start to consider Christmas 2022 events. This item will be added to the next agenda for consideration. **NOTED.** Grainger should be contacted to establish whether they are planning any Christmas events and to also contact the neighbourhood officer at WCC to find out whether they are planning anything. Members were asked to consider the matter ready for discussion at the next meeting. Members of the public could be invited to join a Christmas committee. **NOTED.**
Cllr Read mentioned that the signage which Grainger should be installing at the community hall had not yet been installed. The Clerk was asked to chase this matter. **NOTED.**
The Chairman mentioned that there currently is a scam surrounding text messages concerning covid contacts. **NOTED.**

It was RESOLVED that in accordance with the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for discussions regarding personnel matters where publicity might be prejudicial to the special nature of the business.

The meeting closed at 9:31pm
The next meeting of Full Council will be held on 14th July 2022.

Please note minutes of meetings are published as soon as possible on the website to help residents. However, they do not become the formal record of the meeting until agreed or otherwise at the next meeting. Therefore, you should always check to see whether any amendments have been made.

Young Sporting Heroes

Thirty-five talented young sports people across Hampshire have received funding grants awarded by Hampshire County Council, totalling £17,600 to help boost their competitive careers.



The majority of the funding has been awarded from Hampshire County Council's 'Financial Assistance for Talented Young People in Sport' fund, which is made available each year to support young rising sports stars facing financial hardship.

As well as the 'Financial Assistance for Talented Young People in Sport' fund, funding was also made available from the Michael Austin Harlick fund. A former Gosport resident, Michael Austin Harlick left his entire estate to Hampshire County Council on the understanding that funds would be used to celebrate the achievements of young people in physical education, recreational and sporting activities across the county.

Sports covered by the grant allocations include netball, rugby, gymnastics, martial arts, golf, tennis (including table tennis and disabled wheelchair tennis), badminton, trampolining, clay target shooting, athletics, modern pentathlon, ice skating, cheerleading, weightlifting, swimming, BMX racing and climbing.

Jubilee Honour

Hampshire's Record Office in Winchester is one of six landmark sites across the UK that have been awarded Grade II listed status by the Department of Digital, Culture, Media and Sport on the advice of Historic England to commemorate Her Majesty The Queen's 70-year reign. The award-winning building, designed by the County Council, was opened by Her Majesty Queen Elizabeth II on 19th November 1993 when she unveiled a wall plaque on display in the main entrance to Sir Colin Stansfield Smith, who worked in close collaboration with Rosemary Dunhill, County Archivist at that time.

Hampshire Record Office is the home of 1,000 years of history and comprises Hampshire Archives and Local Studies and Wessex Film and Sound Archive. It is a service that is open to anyone - whether undertaking research into their family genealogy or pursuing academic work. The archives are a unique collection of stories from the past, ranging from letters by Florence Nightingale and Jane Austen, to war diary entries from the Western Front recording the 1914 Christmas Truce, to the Winchester Pipe Rolls - a series of medieval account rolls recording the minutiae of farming life on dozens of Hampshire manors from 1208 onwards (the most complete set of manorial accounts in the country). The collections are carefully housed in the purpose-built accommodation which includes eight miles of shelving. You can find out more including opening hours, events, and collections by visiting: www.hants.gov.uk/archives

New Stubbington Bypass

After 28 months of construction work, Hampshire County Council has completed the 5.5 kilometre (3.5 mile) bypass around Stubbington. This new £42 million road forms part of a package of transport infrastructure projects to improve access for those living and working in Fareham and Gosport, to which the Solent LEP has already contributed over £20 million. More information about the Stubbington Bypass scheme can be found online at: <https://www.hants.gov.uk/transport/transportchemes/stubbingtonbypass>

Over 65 year olds in the Winchester District

- The number of older people has increased as each decade passed, as has the proportion of the population occupying the older age groups
 - The number of people aged 65 years and over grew by 4,430 between 1981 - 2001
 - The number has grown by a further 3,380 between 2001 and 2011
- Over the entire period the number of people aged 65 years and over has increased by approximately half
- The proportion of the population aged 65 and over has increased from 15.8% in 1981 to 18.7% in 2011

Estimated population of Hampshire, excluding Portsmouth and Southampton is 1,389,200

Free Shingles Vaccine for 70 – 79 year Olds

A vaccine to prevent shingles, a common, painful skin disease, is available on the NHS to people in their 70s. The shingles vaccine is given as an injection into the upper arm. Unlike the flu vaccine, you'll only need to have the vaccination once and you can have it at any time of the year.

Most people will only need 1 dose, but some people who cannot have the routine vaccine for health reasons will need 2 doses. The shingles vaccine is expected to reduce your risk of getting shingles. If you do go on to have the disease, your symptoms may be milder and the illness shorter. It's fine to have the shingles vaccine if you've already had shingles. The shingles vaccine works very well in people who have had shingles before, and it will boost your immunity against further shingles attacks. Your GP will tell you how long to wait after you recover from shingles before having the shingles vaccine. This may be up to 1 year.

You're eligible for the shingles vaccine if you are aged 70 to 79 years. The shingles vaccine is not available on the NHS to anyone aged 80 or over because it seems to be less effective in this age group.

Once you become eligible for shingles vaccination a GP or practice nurse will offer you the vaccine when you attend the surgery for general reasons. However, if you are worried that you may miss out on the shingles vaccination, contact your GP surgery to arrange an appointment to have the vaccine.

Free Hampshire Bus Pass travel for Ukrainian refugees

Free bus pass travel within the wider Hampshire area will be available for Ukrainian refugees arriving in the County as part of the Government's Homes for Ukraine scheme over the summer, The Local Authority is in the process of finalising arrangements with the County's three major bus operators - Stagecoach, First Bus and Bluestar – with the scheme due to launch shortly.

Seeking Feedback on Flood Risk Plans

With over 400,000 properties in Hampshire in areas at risk of flooding, Hampshire County Council has developed 18 'Catchment Management Plans' to identify and prioritise the areas within each river catchment that are at the highest risk. Policies have been identified within the plans to tackle flooding issues and information provided for producing more detailed Action Plans in the future. The draft Catchment Plans are now available for view on the County Council's website - [<https://www.hants.gov.uk/landplanningandenvironment/environment/flooding/strategies/catchment-management-plans>] and the Authority is inviting people to comment on those plans via an online survey - [<https://hampshirecc.welcomesyourfeedback.net/s/o68dzo>] before it closes at midnight on Thursday 21 July.

Anyone who is not able to respond using the online survey because they do not have access to the internet can request a paper copy of the Information Pack and Response Form by calling: 01962 846730 (calls from a landline will be charged at the local rate).

Other formats of the Information Pack and Response form are also available, including easy read, large print, audio and Braille. To obtain an alternative format option, please email: fwm@hants.gov.uk or call: 01962 846730 (calls from a landline will be charged at the local rate).

The findings from this consultation will be analysed and reported to the Executive Member for Climate Change and Sustainability later in 2022.

Local Transport Plan

Hampshire County Council has been inviting comments on their new draft Local Transport Plan for Hampshire. It sets out a vision for future transport and travel infrastructure, and the principles that will guide investment and decision making. Have your say by 26th June <https://www.hants.gov.uk/.../localtransportplan/haveyoursay>

New Leader and Chairman for Hampshire County Council

Following the decision by Cllr Mans to stand down as Leader of Hampshire County Council, Councillor Rob Humby has recently been elected as his successor. At the same full Council meeting, Councillor Marge Harvey was elected as Chairman of the Council and I was elected as Vice Chairman.

Patricia Stallard

Vice Chairman

Hampshire County Council

Division: Winchester Southern Parishes

[Denmead, Newlands, Boarhunt, Southwick, Wickham, Knowle, Soberton, Newtown]

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