

THE PARISH COUNCIL OF NEWLANDS

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 22<sup>nd</sup> JUNE 2023 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		Cllr A Carden	
	Cllr A Kirby		Cllr P Bennett	(P)
	Cllr L Price	(P)	Cllr M Read	(P)
	Cllr C Brook	(P)		

Also present, D/Cllr Paula Langford-Smith and D/Cllr Neil Cutler and Karen Seear - Clerk to the Council.

**020/24C Apologies:** Apologies were received from Cllrs Berry, Carden and Kirby, District Cllrs Clear and Chamberlain and County Cllr Stallard.

**021/24C Declarations of Interest:** Cllr M Read and Cllr C Brook declared an interests as they are Ward Councillor for Winchester City Council.

**022/24C Minutes:**  
The minutes from the previous Full Council meeting held on 11<sup>th</sup> May 2023 had previously been circulated. **It was UNANIMOUSLY RESOLVED that they were a true and accurate record of business that was transacted and were duly signed.**

**023/24C Matters arising and outstanding matters from Previous Minutes:** Any matters arising will be dealt with throughout the meeting.

**024/24C Public Participation:** A resident was in attendance who wished to speak about highways issues. A transcript of the discussion which took place are appended to theses minutes.

**025/24C County and District Councillors Reports:**

- a) D/Cllr Langford- Smith gave a verbal report. She had attended many training and induction courses recently, these were, Code of Conduct training, Planning training, Licensing and regulations training, how to manage information securely, Introduction to safeguarding, Cyber security awareness, Introduction to GDPR and the importance of equality, diversity and inclusion training. She has held two district councillor surgeries in Denmead, and has helped 5 residents with their queries including, a planning enforcement issue. She has also attended a residents association meeting and been out on the beat with the local PCSO following reports of anti-social behaviour in Denmead.
- b) D/Cllr Cutler gave a verbal report. He had been working on financial issues within WCC, looking how best to deal with inflation. The council had also been looking at the park and ride scheme in Winchester city centre there are hopes that the buses will be replaced with electric buses, funding for this from the Government is not available. A tender for the contract is being put out. Bus schedules may require looking at to ensure the best fit for use around peoples work patterns etc. There are enough people using the system but it is currently costing more and more to run. He went on to speak about the forthcoming changes to the recycling system that are to be expected in the near future, this is in-line with Government guidelines, food waste will be added to collections and as well as more bins being given out for extra recycling. There still are a number of questions surrounding the process. Cllr Cutler then spoke about concept master planning, included in the new local plan, they had looked at the governance of this. The idea that MDA's not subject to

a supplementary planning, will have to produce a concept master plan, running consultations to the public etc. It is effectively an open pre-planning process that evolves consultation. Residents wishes, sustainability etc. will all be parts of this plan. D/Cllr Cutler also mentioned that Havant Borough Council are planning to regenerate Havant leisure centre and have put in an application to Winchester for CIL money. He stated that at the next forum meeting their will be a presentation regarding the plans. The Chairman felt this is also an opportunity to raise the fact of foot access through to Brambles Farm which he hoped had been included in the planning application for Aldi, Costa and KFC. D/Cllr Cutler also requested a report from the council to go to the West of Waterlooville Forum. **NOTED.** The Chairman queried the Blue star planning application received from WCC and HBC. He stated that there is a great need for this to be considered by the Joint Planning Committee. D/Cllr Cutler stated that it is important to have a good working relationship with HBC. As yet the representatives detailed as members of the forum on the website have not attended any forum meetings, it would be interesting to see if anyone does turn up. The Chairman mentioned that a visit is being arranged, so that the new Chief Executive HBC can see the MDA. **NOTED.**

- c) C/Cllr Stallard had written a report. Thanks were given for her report

#### **026/24C Parish Matters:**

- (a) Developments and Adoptions: The Chairman gave an update, there is a very little progress as far as adoption is concerned. Building works are moving fast, 2 more phases have been released for sale. There are only 5 more phases left to go. On the Wellington Park side, work continues towards adoption but there are still problems surrounding this. **NOTED.**
- (b) Community Group: Cllr Bennett, also Chair of the Community Group gave a verbal update. The Love/Hate survey about living in the development had been circulated to residents and results of which are awaited. 200 responses had been received so far and the survey continues to run for another month. A report will be given to council following this. **NOTED.**
- (c) HBC Land: There continues to be no move towards HBC adopting the land which they are obligated to do. The land manager at HBC estates has made it clear that this will not happen until a complete section 104 agreement has been reached. This is due to the fact that he believes if the agreement is not signed it will leave residents subject to a large bill. The Chairman believes this will not be the case and the matter continues to drag on.
- (d) Bi-monthly Grainger meetings: Grainger are happy for the required works to the hall to be carried out. A fixed sum will be charged for the electricity. The lease which requires signing has been circulated to all members, if any member wishes to make comments, these should be passed on to the clerk. **NOTED.** Grainger are being helpful, especially with regards to the council depot. Thanks were given to them for this. They always made a suggestion as to a location for a permanent depot in the future. **NOTED.**

#### **027/24C Communications:**

- a) Website: The councils' policies are required on the website. The policies and procedures require updating and once this has been carried out should be uploaded to the website. Cllr Bennett believes the code of conduct is currently out of date. Cllr Carden is currently reviewing the policies. Cllr Brook updated the council with the current information regarding the code of conduct. WCC is not yet encouraging councils to adopt the new code of conduct policy. The matter will be returned to at a future meeting. **NOTED.** Cllr Bennett mentioned councillor emails. She believes it would be beneficial to be able to send emails from councillor emails, this currently is not possible but may be worth considering.
- b) Correspondence: Correspondence had been received from a resident regarding car-parking problems in Wellington Park, which had been exacerbated by the industrial estate holding an open day. At present there are no restrictions on car parking within the area, there is nothing stopping people parking in the area. Upon adoption road traffic orders will come into force, this also means that many people will find a lack of car parking spaces. The Chairman reminded members that the application for this area had been agreed 18 years ago. Cllr Brook stated that 4-bedroom homes should have 3 parking

spaces available. Residents are unfortunately stuck with what they have. Cllr Read mentioned that planning law is changing again, less parking will be provided with homes in the hopes to encourage more people to use public transport. Cllr Brook proposed that after speaking to the company regarding the incident of increased parking, which was a one off. They will seek to prevent this in future. The route is due to become a bus-route in the future under Hampshire highways and therefore the concerns regarding over-parking and the worry of there being a danger to children playing outside will be alleviate, but this in turn will mean fewer parking spaces. It is felt that there is nothing that the council can say that will make the resident feel better but the frustration is understood. The clerk is to draft a letter in response to the resident, with a copy going to members for agreement before sending. NOTED.

- c) Correspondence regarding a fire within the MDA was also received from Cllr Berry. The fire had broken out near Proxima Place, it was very difficult for the fire brigade to access the area. It was thought that all of this information should be passed on to Grainger for them to action. The council is not qualified to carry out risk assessments regarding fire access etc. A qualified fire warden should be assessing the situation. If the fire service has concerns regarding access, they should be raising the issue with Grainger. **NOTED.** Cllr Brook went on to say that reports to the Police should be given by the person who has directly witnessed the event as the Police do not like secondhand information. **NOTED.**

#### 028/24C **Outside Bodies:**

- a) Southern Parishes: Cllr Bennett gave a verbal update. They spoke about the civility and respect policy and training. Cllr Bennett had received some training which she had found very beneficial. A sub committee will be created under leisure and recreation. The parish council will be invited to take part. This will be considered further at the next Southern Parishes meeting. Road names were also mentioned. The fact that the road names which were chosen by Newlands were disregarded is a unique issue to Newlands. Thanks were given to Cllr Bennett for her report.
- b) West Waterlooville Forum: A forum meeting is due to take place shortly, and will be reported back at the next meeting. **NOTED.**
- c) WACA: In the absence of Cllr Kirby (WACA rep for the council) no report was given. It is thought that currently there are no outstanding matters. **NOTED.**

#### 029/24C **Finance:**

- a) AGAR: Newlands Parish Council Annual Return – 2022/23
- i) To note that the Internal Auditor has carried out a review of the Accounts for the year ended 31st March 2023 and signed the Annual Internal Audit Report 2022-23 (previously circulated).  
The Council **NOTED** that the Internal Auditor had completed his review of the accounts and completed his audit report.
- ii) To approve the Annual Governance Statement 2022/23 - 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 2022-23 - Section 2 of the Annual Return.
- iv) **It was RESOLVED to authorise the Chairman and Clerk/Responsible Financial Officer to sign the Accounting Statements 2022-23 (Section 2) of the Annual Return.** To note that the Period for the Exercise of Public Rights - Accounts for the Year ended 31st March 2023 commences on 30<sup>th</sup> June 2023 and ends on 10th August 2023. **It was UNANIMOUSLY RESOLVED that the period for the exercise of Public Rights will be as stated.**

b)

- c) Conflict of Interest BDO LLP: All members were asked if they had a conflict of interest with the external audit company BDO LLP. It was confirmed that no member had any interests. The form was signed and will be returned to BDO LLP. **NOTED.**

Orders for Payment: Payments detailed on the orders for payment list were received. **A correction is required on the orders for payment as some figures were missing. The payments will be added and re-circulated for approval. NOTED.**

- 030/24C** Amenities Storage/Office Facility/Van: The council had received the van and it is due for sign writing. It was suggested that this be publicized and members have their photograph taken with the van. **NOTED.** This is the first step that the council has taken to identifying themselves as a direct labour force authority.

Quotes had been received for the work to the compound. Temporary offices will be set up within the compound. **It was UNANIMOUSLY RESOLVED to approve the quote of £1760.00 which is within the approved budget for the compound work.**

Three quotes for van insurance were previously circulated. **It was UNANIMOUSLY RESOLVED to accept the quote for van insurance with Zurich.**

- 031/24C** Other Reports: There were no other reports.

The meeting closed at 9:15 pm

The next meeting of Full Council will be held on 3<sup>rd</sup> August 2023.

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.