



New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP

Tel: 01962 732079 Email: deputyclerk@newalresford-tc.gov.uk

Minutes of the meeting of the New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 22 January 2019 commencing at 7.30pm

Name	Present	Apologies	Absent
Cllr S Deeming (Chair)	✓		
Cllr Power (Vice-Chair)	✓		
Cllr Gordon-Smith	✓		
Cllr Byrne	✓		
Cllr Pinch	✓		
Cllr Sprott	✓		
Cllr Witchard		✓	
Cllr Evans	✓		
Cllr B Jeffs		✓	
Cllr E Jeffs		✓	
Cllr Spencer	✓		

ALSO PRESENT: Members of the public and Deputy Clerk.

The Chair welcomed all present to the meeting.

19/001 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr E. and B. Jeffs, Cllr Witchard – Apology accepted
(Power used: Local Government Act 1972 s85)

19/002 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

Cllr Sprott declared a pecuniary interest in agenda item 19/015, Winchester City Council's SHELAA list of potential development sites, due to his house backing on to one of the sites.

Council were advised that Cllr Evans would like to speak on item 19/012, car parking in New Alresford. Councillors were asked if they perceived Cllr Evans had a pecuniary interest on the basis that he is a trader in town.

A proposal was received, seconded and voted in favour of agreeing there was no concern regarding pecuniary interest from any Member on agenda item 19/012.

RESOLVED: That there no there is no concern regarding pecuniary interest from any Member on agenda item 19/012

(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)

19/003 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

RESOLVED: Council approved Disclosable Pecuniary Interests under Section 33 of the Localism Act 2011

19/004 PUBLIC PARTICIPATION FOR FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA. EACH PERSON WISHING TO SPEAK WILL BE ALLOWED A MAXIMUM OF THREE MINUTES.

No public participation

19/005 CHAIRS REPORT

The Chair thanked Council for their continued hard work and support during a difficult year. A formal thankyou and appreciation was expressed to Committee Clerk Frances Simpson, for seeing the Council through a very difficult period, largely as the only member of office staff. The new Clerks were also thanked for settling well into their positions.

The Chair advised that it is necessary for Council to concentrate on essential work at present, and as such a regular office shutdown is important in enabling Clerks to address pressing issues uninterrupted.

Stephen Parkinson, a financial trainer with HALC, and former Clerk with many years' experience, has been employed on a consultant basis to provide training to staff and help with financial processes. Council were advised that there should be no objection to money spent on his services, as they are vital in ensuring Clerks have the necessary skills to undertake their jobs correctly.

The upcoming elections in May provide an opportunity for engaging with the community of Alresford. Council must ensure that future Councillors are not left with millstones from decisions undertaken by this Council.

Council were advised that more should be done in terms of engaging with objectors and the wider community, in relation to the development at Sun Lane. Council need to be clear where they stand, basing these views on facts alone, and ensuring they are honest, open and transparent.

Council were reminded that the Town Clerk is the gatekeeper for correspondence.

CITY COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 18 JANUARY 2019).

Cllr Power advised that fly tipping is not being reported enough and should be done so online or through 101.

Letters regarding dog fouling were delivered by Winchester City Council's Animal Welfare Officer to 45 houses in Bridge Road and Grange Road and no fouling stickers placed on lampposts.

Council were advised that Tuesdays are difficult nights for City Councillors and the Police to attend meetings, due to many Parish Council meetings being held on the same evening.

Cllr Griffiths advised Council that the numbers of new housing for the last 5 years of the Development Plan up until 2036, are likely to be low in the district and therefore low for Alresford. These are the numbers for which the SHELAA (Item 19/105) provides information. Final housing numbers are expected from Central Government later in 2019.

Cllr Griffiths informed Council that the new car park in The Dean should be coming forward this year.

Recommendation 1: An item is raised on the next Town Council agenda as to whether Council meetings can be held on a different evening to allow City Councillors and the Police to attend.

COUNTY COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 18 JANUARY 2019).

19/006 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE TOWN COUNCIL MEETING HELD ON 11 DECEMBER 2018

Minute 18/216 incorrectly read that the aims of the Council mission statement should relate to the new educational 3 R's model 'Respect, Responsibility and Relationships', when it should have read 'Rights, Responsibility and Respect'.

A proposal was received, seconded and voted in favour of accepting the minutes following amendment to Minute 18/216, as a true and accurate record of the meeting held 11 December 2018.

RESOLVED: That the minutes of the meeting held on 11 December 2018, be accepted following amendment to minute 18/216.

(Power used: Local Government Act 1972 Schedule 12 Para 41 (1))

19/007 CONSIDER AMENDMENT TO DECEMBER 2018 MINUTE 18/207 WITH REGARDS TO BUDGET).

Margot Power advised Council that following advice from Steve Parkinson, the presentation of the budget has been revised, hall income has been added, and rates and roof reserve corrected. This has resulted in a change of budget. The recommendation from Finance Committee is that the Precept remains as agreed at December Town Council, and the £1320 difference is funded from Reserves

A proposal was received, seconded and voted in favour accepting the new Budget and funding the difference of £1320 from Reserves.

RESOLVED: That the Budget is accepted, the Precept remains as agreed at December Town Council, and the difference is funded from general Reserves.

19/008 TO RECEIVE AND APPROVE DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 31 DECEMBER 2018.

Detailed Balance sheet showed total Equity to be £358,406.

Bank Reconciliation and bank statements showed balances in current and 32-day account of £257,812.27 and £100,518.62 respectively.

Income and Expenditure Report as at 31 December 2018 showed actual year to date Net Income over Expenditure to be £161,925.

Council were advised that the grants budget for 2018/19 has been overspent, this was not yet reflected in the accounts as grants were not paid until January due to pressure of work.

A proposal was received, seconded and voted in favour of accepting the Detailed balance sheet, Bank reconciliation, Bank statements and Income and expenditure report as at 31 December 2018.

RESOLVED: That the Detailed balance sheet, Bank reconciliation, Bank statements and Income and expenditure report as at 31 December 2018 be accepted.

19/009 TO RECEIVE AND APPROVE LIST OF PAYMENTS FOR JANUARY 2019.

Purchase ledger payments to be made in January 2019 with a Net value £9935.06 were received. In addition, Council were advised of payments of £1600 to be made to Ropley Trees (£250 short of the full amount, due to last stage of the work not yet completed), £75 to Direct Cleaning for window cleaning in January 2019, and £25 to Hampshire Highways for a license for hanging baskets on the highway.

Council were also advised that in relation to minute 18/219 Car Park – WCC update, Winchester City Council will undertake the yellow line repainting work for £700. Councillors voted by email

as to whether to proceed, and all but one voted in favour of a payment of £700 to WCC to undertake the work.

A proposal was received, seconded and voted in favour of accepting all payments for January 2019.

RESOLVED: All payments for January 2019 accepted and approved.

19/010 TO REVIEW AND APPROVE NEW ALRESFORD TOWN COUNCIL MISSION STATEMENT

This item has been moved to the agenda of the next Town Council meeting, to give Council an opportunity to incorporate comments received on a first draft.

Recommendation 1: That this item is moved to the agenda of the next Town Council on 26 February 2019

19/011 UPCOMING ELECTIONS – CONSIDER CONTENT OF BRIEFING PACKAGE AND PROTOCOLS TO INCLUDE TIMELINE OF EVENTS

The Deputy Clerk advised that she will be attending a meeting run by the Electoral Services Manager at Winchester City Council on Thursday 24th January, to receive information on a timeline for nomination paperwork, an election timetable and protocols.

Council discussed ways of engaging with the community and reaching potential new Councillors, with methods including an article in the Forum, NALC posters, information on the website and the possibility of a 'meet and greet' event.

The Deputy Clerk was asked to raise questions with the Electoral Services Manager on the protocol relating to a 'meet and greet' event, and leaflet distribution.

Following the meeting with Winchester City Council, the Deputy Clerk will produce a guidance sheet for Councillors on the timeline and election protocol.

Recommendation 1: That an advertisement campaign is run to inform the community about the upcoming elections and attract new Councillors, with an article/advert placed in the March copy of The Forum, NALC posters and information on the Town Council website.

Recommendation 2: That the Deputy Clerk raises questions with the Electoral Services Manager in relation to a 'meet and greet' event and leaflet distribution.

Recommendation 3: That the Deputy Clerk draws up a guidance sheet for all Councillors following this meeting.

A proposal was received, seconded and voted in favour of undertaking advertising to engage with the community about the upcoming elections, and reach potential new Councillors.

RESOLVED: That advertising is undertaken to engage with the community about the upcoming elections and reach potential new Councillors.

19/012 TO CONSIDER PARKING IN NEW ALRESFORD TOWN CENTRE (MEETING NOTES CIRCULATED ON 22 JANUARY 2019)

Council were advised on the outcome of a meeting held on September 14th, 2018 to discuss disabled car parking spaces in front of the Community Centre that would be available for the Alresford Town bus. The outcome was that the two disabled spaces in front of Alresford Linen would be brought back into general use, and two spaces in front of the Community Centre become disabled bays. A Traffic Regulation Order has been made, with no objections so far. Council were then advised that two spaces in front of the Community Centre have become disabled bays, but the two disabled spaces in front of Alresford Linen have not been brought back into general use.

Recommendation 1: Council will draft a letter seeking clarification from Winchester City Council as to a schedule and timescale for the two car parking spaces outside Alresford Linen to be brought back into general use. The letter will say 'NATC would appreciate the earliest possible release for the two disabled bays at the top of Broad Street back to general use, as this was expected following the meeting on 14th September 2018'.

Council discussed car parking in the town by traders, enforcement and whether a TRO has been made for offering some spaces at Arlebury Park car park at a discounted rate to traders.

Recommendation 2: A letter is drafted to WCC about the possibility of NATC paying for 30 hours parking enforcement in the town, as was done prior to 2010.

Recommendation 3: Cllr Sprott will draft a letter for the next Town Council meeting on responsible parking, that can be circulated to all traders.

Recommendation 4: The Clerk will enquire with Winchester City Council whether the TRO for discounted spaces at Arlebury park car park is on the current TRO list.

Recommendation 5: An informal letter will be sent to Alresford Town Trust asking them to discuss responsible parking with the Market traders.

A proposal was received, seconded and voted in favour of seeking clarification from Winchester City Council on a schedule and timescale for the two car parking spaces outside Alresford Linen being bought back into general use, a letter about parking enforcement being sent to WCC, a letter drafted for traders in the town on responsible parking, WCC approached about whether discounted parking at Arlebury Park is on the TRO list and an informal letter sent to Alresford Town Trust about market trader parking.

RESOLVED: That clarification is sought from WCC via a letter, on a schedule and timescale for when the two car parking spaces outside Alresford Linen will be brought back to general use.

RESOLVED: That a letter is sent to WCC about the possibility of NATC paying for parking enforcement.

RESOLVED: That a letter is drafted for all traders on responsible parking.

RESOLVED: That WCC are approached about whether discounted spaces at Arlebury Park car park are on the traffic regulation order (TRO) list.

RESOLVED: That a letter is sent to Alresford Town Trust asking them to discuss responsible parking with the market traders.

19/013 VACANCIES FOR COMMITTEES – THERE REMAINS VACANCIES ON RECREATION AND ENVIRONMENT, ECONOMY AND TOURISM AND STAFFING COMMITTEES (CIRCULATED TO CLLRS 24 DECEMBER 2018)

Council were advised that vacancies on these committees remain. If any Councillor is interested in a short-term appointment, they are to contact staff.

Council discussed non-attendance at committee meetings by Councillors.

Recommendation 1: The Clerk will discuss non-attendance at committee meetings individually with Councillors where appropriate.

Recommendation 2: An item is raised on the next Town Council agenda whether attendance/not attendance at meetings by Councillors be noted on the website.

19/014 TO REVIEW AND APPROVE STANDING ORDERS (REFERRED FROM COUNCIL 15 MAY 2018, AND MONTHLY THEREAFTER)

The Standing Orders were received and approved by Council.

Recommendation 1: The Clerk to check how Standing Orders should be approved correctly, and if this is a valid resolution.

A proposal was received, seconded and voted in favour of accepting the Standing Orders, once the Clerk has verified that this is a valid resolution.

RESOLUTION: That council approve standing orders, once the clerk has verified that this is a valid resolution.

19/015 TO CONSIDER WINCHESTER CITY COUNCIL'S SHELAA LIST OF POTENTIAL DEVELOPMENT SITES FOR NEW ALRESFORD

Council were informed by the Chair that Hampshire Chronicle has contacted him for the Council's view on the WCC SHELAA.

Council were advised that the SHELAA is a technical document that forms part of the evidence base for the Development Plan, it does not in itself determine if a site should be allocated for housing.

Council were advised that New Alresford has met the current quota of new housing, in Sun Lane. The SHELAA will inform the extension of the Development plan to 2036, which might see a slight increase in numbers from Central Government.

A question was raised as to whether windfall sites will be included in the numbers that are received from Central Government. Cllr Griffiths agreed to ask officers at WCC for a response on this.

Council were reminded that it is the job of WCC to assess these sites.

A proposal was received, seconded and voted in favour of a response of No Comment to Hampshire Chronicle, if asked.

RESOLVED: That if asked, a response of No Comment is provided to the Hampshire Chronicle in relation to Winchester City Council's SHELAA.

19/016 REPORTS AND ISSUES - FOR INFORMATION ONLY

(i) Police report will no longer be a standing item and will form part of the Information only section

Council advised that this is because Sgt Wood cannot attend meetings on a Tuesday evening. She is however very willing to report on any matter if requested.

(ii) Crime report – Criminal Damage Crime ref 44190008246- Arlebury Park – Broken bottles and evidence of small fire found at rear of premises.

Council informed

(iii) Crime report – Criminal Damage Crime ref 44190017666- Bus Shelter Jacklyn's Lane – Glass panel smashed

Council informed

(iv) On the evening of 11 Jan 2019 person arrested in Arlebury Park car park for drugs related offences – Received community resolution

Council informed

(v) 16th January 2019 – Fire reported in the spectators stand facing football pitch

Council were advised that Perins School has been informed and this was reported as a crime.

(vi) Quarterly shutdowns of the office until further notice

To allow staff to concentrate on essential work uninterrupted.

(vii) Risk assessments in process for both Water and Fire

Council informed of water risk assessments at Stratton Bates and Arlebury Park, and a fire risk assessment at Arlebury Park.

(viii) HALC Newsletter

Council were advised that the Ministry of Housing Communities and Local Government have confirmed that the appropriate sum for Parish Councils for the purposes of Section 137(4)(a) of the Local Government Act 1972 for 2019-20, has been set at £8.12 per elector.

Councillors were asked to review the HALC training schedule to see if there are any courses of interest.

19/017 TO RECEIVE RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS FROM CONFIDENTIAL MATTERS TO BE DISCUSSED 'THAT IN VIEW OF THE CONFIDENTIAL/SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED, AND THEY ARE INSTRUCTED TO WITHDRAW'

A proposal was received, seconded and voted in favour of temporarily excluding members of the public and press.

19/018 TO RECEIVE AND DISCUSS LEASE AGREEMENT OF FIRST FLOOR OF ARC.

Update provided regarding the terms of the proposed Lease

19/019 NEXT COUNCIL MEETING TO BE CHANGED FROM THE SCHEDULED 19 FEBRUARY TO 26 FEBRUARY 2019 AT ALRESFORD RECREATION CENTRE, THE AVENUE, ALRESFORD, SO24 9EP, COMMENCING AT 7:30

The meeting closed at 2115 hours.