



# New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP  
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**Minutes of the meeting of the Town Council of New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 17 September 2019 commencing at 7.30pm**

Name	Present	Apologies	Absent
Cllr Divall (Chair)	✓		
Cllr Sprott (Vice-Chair)	✓		
Cllr Gordon-Smith	✓		
Cllr Bean	✓		
Cllr Byrne		✓	
Cllr Cavell	✓		
Cllr Evans	✓		
Cllr Holmes	✓		
Cllr Jeffs	✓		

**ALSO PRESENT:** Sarah Johnson – Deputy Clerk,

The Chair welcomed all present to the meeting.

**19/120 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE.**

Apologies received from Councillors Byrne.  
Apologies accepted.

**19/121 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS ON ITEMS ON THE AGENDA.**

None were received.

**19/122 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**

The Clerk advised nothing received for this meeting.

**19/123 PUBLIC PARTICIPATION FOR FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS TO ASK QUESTIONS OF, AND MAKE COMMENTS, REGARDING THE TOWN COUNCIL. QUESTIONS NOT ANSWERED AT THIS MEETING WILL BE ANSWERED IN WRITING TO THE PERSON ASKING THE QUESTION OR MAY APPEAR AS AN AGENDA ITEM FOR THE NEXT MEETING. EACH PERSON WISHING TO SPEAK WILL BE ALLOWED A MAXIMUM OF THREE MINUTES.**

*(Public Bodies (Admission to Meetings) Act 1960, Section 1)*

A representative from the Alresford Society provided an update on the proposed replacement sign for the Cogswell Memorial, which is located in a small garden off The Soke. The Memorial is a joint initiative between Alresford Historical and Literary Society, the Alresford Society and New Alresford Town Council.

A representative from the Watercress and Winterborne Project provided an update on the Partnership scheme, which is being spearheaded by Hampshire and Isle of Wight

Wildlife Trust and is currently seeking lottery funding. The scheme incorporates different projects including chalk stream habitat restoration (on the River Arle amongst others), access improvements, and community engagement projects such as treasure trails. The Stage 2 application is being submitted in October 2019, for a £1.9 million grant.

**19/124 (i) CITY COUNCILLORS REPORT**

Councillor Power's report was noted.

**(ii) COUNTY COUNCILLORS REPORT**

Councillor Porter's report was noted.

**19/125 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE TOWN COUNCIL MEETING HELD ON 9 JULY 2019**

*(LGA 1972 Sch 12 para 41(1))*

A proposal was received, seconded and voted in favour of accepting the minutes as a true and accurate record of the meeting on 9 July 2019.

**RESOLVED: That the minutes of the meeting held on 9 July 2019 be accepted and approved as a true and accurate record**

**19/126 TRAINING FOR STAFF AND COUNCILLORS**

**(i) To approve CiLCA learning agreement on behalf of Town Clerk**

Council advised that achievement of the CiLCA qualification by the Town Clerk, would enable an increased number of powers at their disposal.

A proposal was received, seconded and voted in favour of approving the CiLCA learning agreement.

**RESOLVED: That the CiLCA learning agreement be approved**

**19/127 CHAIRS ANNOUNCEMENTS**

**(i) Town Council**

Cllr Griffiths has resigned from the Council. The process for filling the Councillor vacancy has begun.

The development at Sun Lane is likely to be further away than initially thought. The S106 agreement should be signed in October 2019. The Country Park will only pass to New Alresford Town Council once all the houses have been built, although it is likely development of the County Park will begin within the initial two year agreement period. This should involve consultation with the Council. There is no clarity on buildings on the site, or allotments.

The Community talk on Recycling will take place at Arlebury Park on Thursday 3<sup>rd</sup> October. The Chair asked for Councillors to volunteer to help on the night.

The Summer in Alresford Photography competition is underway. The deadline is 30<sup>th</sup> September 2019.

Parish in Bloom – New Alresford received a Silver Gilt.

**(ii) Community and Tourism Committee**

Each member of the Committee tasked with identifying a project they would like the Council to work on and bringing this idea to the next Committee meeting.

**(iii) Finance and Facilities Committee**

Undertook a review of all payments and considered the budget process. They will incorporate ideas for the 2020/21 budget from the Committees and work up a Budget proposal for full Town Council in October.

**(iv) Planning Committee**

The Committee is in conversation with Hampshire County Council regarding proposed improvements to West Street.

Quotes are currently being sought for redoing the Design Framework.

**(v) Recreation and Environment Committee**

There has been a delay on the Stratton Bates play area project, while further quotes are sought for undertaking the consultation.

The extension to the skatepark is scheduled to commence w/c 7<sup>th</sup> October 2019.

**19/128 TO RECEIVE AND APPROVE COUNCILLOR VACANCY POLICY**

A proposal was received, seconded and voted in favour of approving the Councillor Vacancy Policy, subject to amendments.

**RESOLVED: That the Councillor Vacancy Policy is approved, subject to amendments**

**19/129 TO CO-OPT NEW COUNCILLOR**

There was one candidate (application form previously circulated). The candidate gave a presentation of three minutes and responded to questions from Councillors.

Voting was undertaken via a ballot, in accordance with the Councillor Vacancy policy approved in 19/128.

A proposal was received, seconded and voted in favour of co-opting James Jones.

**RESOLVED: That James Jones be co-opted on the Council**

**(i) To receive acceptance of office**

James Jones received the acceptance of office, for completion in the presence of the Town Clerk prior to the next Council meeting.

**19/130 TO RATIFY FINANCIAL RISK ASSESSMENT**

A proposal was received, seconded and voted in favour of ratifying the Financial Risk Assessment.

**RESOLVED: That the Financial Risk Assessment is ratified**

**19/131 TO RECEIVE AND APPROVE DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 31 JULY AND 31 AUGUST 2019**

*(Internal Audit Accounts & Audit Regulations 2003 Reg 2)*

**31 July 2019**

<b>Ledger</b>	<b>Balance</b>
Balance Sheet (Asset – Liabilities)	334,139
Income - Expenditure YTD	126,958
Current Account	38,723
32 Day Notice	301,106
Petty Cash	6

**31 August 2019**

<b>Ledger</b>	<b>Balance</b>
Balance Sheet (Asset – Liabilities)	317,318
Income - Expenditure YTD	146,742
Current Account	24,494
32 Day Notice	310,291
Petty Cash	106

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 July and 31 August 2019.

**RESOLVED: That the Detailed Balance sheet, Bank reconciliation, Bank Statements and Income and Expenditure report as at 31 July and 31 August 2019 be accepted and approved**

**19/132 TO RECEIVE AND APPROVE LIST OF ANNUAL PAYMENTS**

This item was deferred while further investigation into proposed payments is undertaken.

**19/133 TO RECEIVE AND APPROVE PAYMENTS UP TO 31 AUGUST 2019**

A proposal was received, seconded and voted in favour of approving payments up to 31 August 2019.

**RESOLVED: That the payments up to 31<sup>st</sup> August be approved**

**19/134 TO RECEIVE AND APPROVE DEBTORS LIST AND AGREE DEBTS TO BE WRITTEN OFF AS 'BAD DEBT'.**

This item was deferred while further work to reclaim the money owing is undertaken.

**19/135 TO RECEIVE AND APPROVE QUOTE FOR CAR PARK EXTENSION STRATTON BATES.**

This item was deferred while Recreation and Environment Committee undertake further work to ensure best value.

A proposal was received, seconded and voted in favour of approving up to £1200 to be spent on undertaking a survey of the proposed site, and quotes sought.

**RESOLVED: That up to £1200 be spent on a survey of the proposed site, and quotes sought**

**19/136 TO RECEIVE AND APPROVE TERMS OF REFERENCE FOR ALL COMMITTEES**

A proposal was received, seconded and voted in favour of approving Terms of Reference of all Committees, subject to amendments.

The proposed timetable of meetings was not approved. The existing schedule of meetings will continue until December 2019.

**RESOLVED: That all Terms of Reference be approved, subject to amendments.**

**19/137 TO RATIFY ENVIRONMENTAL STATEMENT.**

A proposal was received, seconded and voted in favour of ratifying the Environmental Statement.

**RESOLVED: That the Environment Statement be ratified.**

**19/138 TO PERMIT ROTARY CLUB TO CONDUCT FIREWORK DISPLAY FRIDAY 1<sup>ST</sup> NOVEMBER 2019 AT ARLEBURY PARK**

A proposal was received, seconded and voted in favour of permitting Rotary Club to conduct firework display at Arlebury Park on Friday 1<sup>st</sup> November 2019.

**RESOLVED: That the Rotary Club be permitted to conduct firework display at Arlebury Park on Friday 1<sup>st</sup> November 2019**

**19/139 TO PERMIT PIZZA STALL TO BE SITED IN ARLEBURY CAR PARK, THURSDAY AND FRIDAY**

The pizza van would locate in two car parking spaces, from 5pm – 9pm. The bar and sports clubs have been asked and are supportive. Risk assessments, public liability and food safety documents have been submitted.

The Council discussed a trial period for the pizza van, a potential cost for renting the spaces, and concerns that it would be to the detriment of local take away businesses, who (unlike the pizza van) pay Business Rates.

A proposal was received and not accepted to permit the pizza van to have a licence to use Arlebury park, with a financial cost.

**RESOLVED: That the pizza van is not permitted to be sited in Arlebury Car park.**

**19/140 TO APPROVE PURCHASE OF PHONE KIOSK WEST STREET**

A proposal was received, seconded and voted in favour of purchasing the Phone Kiosk on West Street for £1.00.

**RESOLVED: That the Town Council purchase the phone kiosk on West Street for £1.00**

**19/141 TO APPROVE CONVERSION OF PHONE KIOSK WEST STREET TO A TOURIST INFORMATION KIOSK**

This item was referred to the Community and Tourism Committee for consideration.

**19/142 TO DECIDE HOW TO SUPPORT WATERCRESS AND WINTERBOURNES**

A letter from the Hampshire and Isle of Wight Wildlife Trust has been received, asking for support for the Watercress and Winterbournes project

A proposal was received, seconded and voted in favour of sending a letter of support for the project, and letting Hampshire and Isle of Wight Wildlife Trust know that they can put in an application for a Council grant.

**RESOLVED: That a letter of support for the project be sent and Hampshire and Isle of Wight Wildlife Trust informed that they can put in an application for a Council grant.**

**19/143 REPORTS AND ISSUES - FOR INFORMATION ONLY**

- (i) **VAT rebate reclaimed - £7144.83**
- (ii) **To renegotiate the lapsed car park lease**  
Ongoing communication with Winchester City Council.
- (iii) **Alresford Music Festival ceased**

Noted

**(iv) Cogswell Memorial**

Alresford Society, Alresford Historical and Literary Society and the Council are in discussion about the replacement of the sign. This will be presented at a future Council meeting.

**(v) ARC Bar electric and lights completed**

Flow-Vision conducted the work in the early hours of the morning so as not to disrupt the businesses.

**19/144 ITEMS FOR CONSIDERATION ON FORTHCOMING COMMITTEE AGENDAS**

None were raised.

**The meeting concluded at 9:45pm**

**DATE OF NEXT MEETING TUESDAY 15TH OCTOBER 2019 AT ALRESFORD RECREATION CENTRE, THE AVENUE, ALRESFORD, SO24 9EP, COMMENCING AT 7.30PM**