



New Alresford Town Council

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

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Minutes of the Meeting of the New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 17 July 2018 commencing at 7.30pm

PRESENT: Cllr Deeming in the Chair, Cllr Power (Vice-Chair) (part), Cllrs Evans (part), B Jeffs, E Jeffs, Pinch, Sprott and Witchard. Also present: eight members of the public and Mrs Sue Hobbs Locum Clerk.

18/086 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from Cllr Spencer for personal reasons. It was noted that Cllrs Evans and Power would arrive later, due to work and other meeting commitments. A proposal was received, seconded and voted in favour of accepting the apologies received.

RESOLVED: That the apologies for absence received be accepted.

(Power used: Local Government Act 1972 s85)

18/087 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

Declarations of Interest were received from Cllr Sprott in items 18/113 and 18/114. A proposal was received, seconded and voted in favour of accepting the Declarations of Interest received.

RESOLVED: That the Declarations of Interest received be accepted.

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

18/088 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

The Locum Clerk advised this item was not required for this meeting.

18/089 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS 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

A proposal was received, seconded and voted in favour of suspending Standing Orders to allow the members of the public present to speak.

RESOLVED: That Standing Orders be suspended to allow the members of the public present to speak.

PUBLIC QUESTION TIME

A member of the public spoke about the possibility of re-locating the Speed Limit Reminder (SLR) sign to the Nursery Road junction. It was highlighted that New Alresford Town Council was actively engaged in road traffic improvement issues. A further query was received as to whether the tree on the eastern side of Sun Hill, which has become overgrown. It was suggested that the tree roots needed radical treatment and it was noted that the Lengthsman had undertaken works in the past, which had been considered hazardous. It was suggested that a letter be sent to Cllr Porter HCC, to ask for attention to be given to the tree as a road safety priority.

A representative of the Men's Shed spoke about its charitable work in the community. The premises currently occupied by the Men's Shed was due to be demolished in March 2019 and a new venue was urgently required.

BOROUGH COUNCILLOR'S REPORT (COPIES TO ALL COUNCILLORS 11 JULY 2018)

Reports had been received from both Cllr Griffiths and Power, which referred to the approval given to the outline planning application for the Sun Hill development. Parking in the area was also touched on, with a Parking Strategy consultation anticipated in the near future. The work of the Older Peoples' Partnership was highlighted, with an 'Older Adult Wellness Day' planned to take place on 1 October 2018 at River Park Leisure Centre. A planning application for a new leisure centre at Bar End was expected to meet the future needs of leisure facility users in the near future.

COUNTY COUNCILLOR'S REPORT

Cllr Porter's report included reference to traffic speed and management, particularly noting the requests to reduce the 60mph section of Lovedon Lane to 40mph, were not accepted. HCC has agreed to allocate £60million to repair potholes, using a 'Dragon Patcher', which does not require road closure permissions to effect the necessary works.

POLICE/PCSO REPORT

A report was not forthcoming from the Police or PCSO, despite invitations to attend Council meetings being issued.

18/090 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

A proposal was received, seconded and voted in favour of resuming Standing Orders to allow the meeting to continue.

RESOLVED: That Standing Orders be resumed to allow the meeting to continue.

18/091 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 19 JUNE 2018 (COPIES TO ALL COUNCILLORS 26 JUNE 2018)

The Chair itemised the minutes for accuracy. A comment had been received that the penultimate paragraph of Public Question Time should read 'a concern was raised at the prospect of increases to traffic volume at Whitehill Lane, to which a response was received that it was thought unlikely as eastbound traffic would use the bypass. The majority, some

70%, of commuter traffic from the Sun Hill are is westbound.’ A further observation noted that item 18/058 (2) should read ‘that Cllr Gordon-Smith be elected as Vice-Chair’ and that item 18/069 should read ‘Simon Finch WCC’. A proposal was received, seconded and voted in favour of accepting the minutes of the meeting held on 19 June 2018, together with the amendments as a true record of the meeting.

RESOLVED: That the minutes of the meeting held on 19 June 2018, together with the amendments, be accepted.

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

18/092 TO RECEIVE AND APPROVE MINUTES OF PREVIOUS MEETING HELD ON 26 JUNE 2018 (COPIES TO ALL COUNCILLORS 27 JUNE 2018)

The Chair itemised the minutes for accuracy. A proposal was received, seconded and voted in favour of accepting the minutes of the meeting held on 26 June 2018, as a true record of the meeting.

RESOLVED: That the minutes of the meeting held on 26 June 2018 be accepted.

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

18/093 TO RECEIVE CLERK’S REPORT OF UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY)

The Clerk’s Report was duly noted.

18/094 TO RECEIVE AND APPROVE PAYMENT OF ACCOUNTS

A member of the public was invited by the Chair to speak about a letter recently sent to the Locum Clerk, which expressed concerns regarding the Council’s financial monitoring and which had been passed to Members for their input. The letter was due to be referred to the Finance Committee meeting to be held on 31 July 2018. The list of accounts was received and a proposal was received, seconded and voted in favour of approving the payment of the accounts as presented.

RESOLVED: That payment of the accounts as presented between 20 June 2018 and 17 July 2018 be approved.

(Power used: Local Government Act 1972 Schedule 12 Section 151)

18/095 TO RECEIVE AND APPROVE CASHBOOK BALANCES AS AT 30 APRIL 2018

It had not been possible to provide the cashbook balances as at 30 April 2018, however the Income & Expenditure report had been issued. A proposal was received, seconded and voted in favour of accepting the Income & Expenditure report as at 30 April 2018.

RESOLVED: That the Income & Expenditure report as at 30 April 2018 be accepted.

18/096 TO RECEIVE AND APPROVE CASH BOOK BALANCES AS AT 31 MAY 2018 (IF AVAILABLE)

Similarly, it had not been possible to produce the cashbook balances as at 31 May 2018. The Income & Expenditure report was issued in its place and a proposal was received, seconded and voted in favour of accepting the report as at 31 May 2018.

RESOLVED: That the Income & Expenditure report as at 31 May 2018 be accepted.

(Cllr Evans arrived at 8.10pm)

18/097 TO RECEIVE AND APPROVE CASHBOOK BALANCES AS AT 30 JUNE 2018 (IF AVAILABLE)

The cashbook balances as at 30 June 2018 were unfortunately unavailable for presentation to the meeting, as the month-end accounts had yet to be closed. It was anticipated that the temporary accountant would be able to ensure the Council's financial records would be clarified in the near future.

18/098 TO RECEIVE QUARTERLY BALANCE SHEET AS AT 30 JUNE 2018 (IF AVAILABLE)

A balance sheet as at 31 May 2018 had been provided, however concern was raised that the balances did not agree and that it should be noted as a statement rather than a balance sheet. It was suggested that a meeting be convened before the Finance Committee meeting to be held on 31 July 2018, to discuss the Council's financial situation.

18/099 TO APPROVE DELEGATED AUTHORITY TO THE TEMPORARY ACCOUNTANT FOR ACCOUNTS TO BE PAID DURING THE AUGUST RECESS

A proposal was received, seconded and voted in favour of approving delegated authority to the temporary accountant to process accounts to be paid during the August recess.

RESOLVED: That the temporary accountant be given delegated authority to process accounts to be paid during the August recess.

18/100 PLANNING APPLICATIONS

- (i) **18/01383/HOU – 46 Nursery Road, Alresford, SO24 9JR.** Replacement of open porch with closed porch. A proposal was received, seconded and voted in favour of raising no objection. **No objection.**
- (ii) **18/01392/HOU – Cherrycroft, Haig Road, Alresford, SO24 9LX.** Re-modelling of and extension to existing house to include: raising of the main roof to provide two bedrooms with en-suites to the first floor. New windows, rooflights and dormer windows to the first floor. Demolition and replacement of the entrance porch to the west elevation to provide wheelchair access. Single storey extension to the north east corner for a bedroom with a pitched roof over. New external hard landscape paving for disabled access, car parking, garden use and maintenance access around the house. Removal of poor quality planting/bushes to the north east corner of the site facing Haig Road. Replacement and general enhancement of perimeter planting. A proposal was received, seconded and voted in favour of raising no objection. **No objection.**
- (iii) **18/01641/LDC – Itchen Valley Trout Farm, Ladycroft, Alresford, SO24 0RG.** Occupancy condition. A proposal was received, seconded and voted in favour of raising no objection. **No objection.**

(Cllr Power arrived at 8.20pm).

**18/101 TO RECEIVE NOTICE OF PLANNING APPEAL REFERENCE
APP/L1765/W/18/3202313 – FOUR WINDS, 27 GRANGE ROAD, ALRESFORD, SO24 9HB
(RESPONSE REQUIRED BY 30 JULY 2018)**

The Locum Clerk was asked to source the response sent to WCC in respect of the planning application and to submit this to the Planning Inspectorate.

**18/102 TO RECEIVE AND APPROVE MINUTES OF THE PLANNING COMMITTEE MEETING
HELD ON 3 JULY 2018 (COPIES TO ALL COUNCILLORS 4 JULY 2018)**

A proposal was received, seconded and voted in favour of accepting the minutes of the Planning Committee meeting held on 3 July 2018, as a true record of the meeting.

RESOLVED: That the minutes of the Planning Committee meeting held on 3 July be accepted.

**18/103 TO RECEIVE CLLR SPROTT'S DRAFT LETTER TO STEVE BRINE MP IN RELATION TO
THE CURRENT REVISION OF THE NATIONAL PLANNING POLICY FRAMEWORK (NPPF) IN
RELATION TO AFFORDABLE HOUSING IN THE CONTEXT OF THE PROPOSED SUN LANE
DEVELOPMENT AND MORE GENERALLY (COPIES TO ALL COUNCILLORS 11 JULY 2018)**

Councillors discussed the contents of the draft letter and a suggested amendment was made to correct the number of social rented homes from 90 to 138. A proposal was received, seconded and voted in favour of approving Cllr Sprott's letter, together with the amendment, for dispatch to Steve Brine MP.

RESOLVED: That Cllr Sprott's letter, together with the amendment, be sent to Steve Brine MP.

**18/104 TO RECEIVE AND APPROVE MINUTES OF THE RECREATION & ENVIRONMENT
COMMITTEE MEETING HELD ON 26 JUNE 2018 (COPIES TO ALL COUNCILLORS 2 JULY 2018)**

A proposal was received, seconded and voted in favour of accepting the minutes of the Recreation & Environment meeting held on 26 June 2018 as a true record of the meeting.

RESOLVED: That the minutes of the Recreation & Environment meeting held on 26 June be accepted as a true record of the meeting.

**18/105 TO REVIEW STANDING ORDERS (REFERRED FROM COUNCIL 15 MAY 2018, COPIES
TO ALL COUNCILLORS 16 MAY 2018)**

Comments were received regarding the draft Standing Orders relating to staffing matters and the need for parity of the document with the Terms of Reference for the Staffing Committee. A proposal was received, seconded and voted in favour of the Standing Orders being reviewed further and referred to the next Council meeting to be held on 18 September 2018.

RESOLVED: That Standing Orders be reviewed further and referred to the Council meeting to be held on 18 September 2018.

18/106 TO RECEIVE REQUEST FOR IMPROVEMENTS TO RESIDENTS' PARKING AND ACCESS AT THE DEAN, ALRESFORD

A request had been received from a resident, for NATC to support improvements to car parking availability for local residents. Members acknowledged the parking problems experienced by residents and Cllr Power advised in her WCC Member capacity, that WCC would not extend existing residents parking permit areas as part of its parking strategy. It was highlighted that the car park at the Arlebury Recreation Centre offered two hours free parking and that people should be encouraged to use this facility. A proposal was received, seconded and voted in favour of a short article being included in The Forum, to remind members of the public of the car park facility at the Arlebury Recreation Centre and that the Locum Clerk writes a letter to the resident to that effect.

RESOLVED: That a short article is included in The Forum, to remind members of the public of the car park facility at the Arlebury Recreation Centre and that the Locum Clerk writes a letter to the resident to that effect.

18/107 TO RECEIVE NOTICE OF ALRESFORD TWINNING ASSOCIATION VISIT TO BRIQUEBEC AND GIFT OF PICTURE FOR DISPLAY IN ALRESFORD

The Alresford Twinning Association had suggested that the picture could be displayed in the library, however a proposal was received, seconded and voted in favour of it being placed in the Lower Meeting Room at the Arlebury Recreation Centre and a letter of thanks being sent to the Alresford Twinning Association.

RESOLVED: That the picture be displayed in the Lower Meeting Room at the Arlebury Recreation Centre and a letter of thanks being sent to the Alresford Twinning Association.

18/108 TO RECEIVE QUOTATIONS FOR GATE AT ARLEBURY PARK RECREATION CENTRE

Two quotations had been received for the gate works, Contractor 'A' had provided a price of £800.00 (no VAT payable) to utilise the existing gate, move it to the left and locate the kissing gate to the right and provide new kissing gate posts. Contractor 'B' provided a quotation for £642.91 plus VAT to provide a new gate, kissing gate and posts. After some discussion regarding the imperative for the works to be undertaken, a proposal was received, seconded and voted in favour of accepting the quotation received from Contractor 'A'.

RESOLVED: That the quotation received from Contractor 'A' (Peter Bridges) at a cost of £800.00 (no VAT) be accepted.

18/109 TO CONSIDER REQUEST FROM ALRESFORD MEN'S SHED FOR SUPPORT IN OBTAINING NEW PREMISES

It was noted that this issue had been refused in the recent past due to concerns that NATC did not have the legal power to permit a building on its land. The Men's Shed premises at The Dean would be demolished in March 2019, due to the construction of extra car parking provision. The Chair advised that NATC was currently seeking legal advice from the Hampshire Association of Local Councils (HALC) desktop service. However, a suggestion was received that NATC could support the Men's Shed request to place a building on an area of the car park at the Arlebury Recreation Centre in principle, subject to the outcome of the legal advice sought.

Representatives of the Men's Shed advised that the building would be open for limited hours during the daytime and that 4 – 6 car parking spaces would be used by its members. It was anticipated that utility services would be accessed from the Arlebury Recreation Centre, but be independently metered.

The cost of the building would be met by the Men's Shed and it was noted that pledges for funding could not be honoured until NATC had been able to confirm its permission for the building to be constructed. A suggestion was received that Stratton Bates could be considered as an alternative location, but the Men's Shed representatives confirmed their preference for the Arlebury Recreation Centre, due to its proximity to the town and location on a bus route.

A proposal was received, seconded and voted in favour of supporting permission in principle for the Men's Shed building to be placed at Arlebury Recreation Centre, subject to definitive legal advice being received from NATC's legal advisor that the Council has the statutory power to permit its construction.

RESOLVED: That NATC supports permission in principle for the Men's Shed building to be placed at Arlebury Recreation Centre, subject to definitive legal advice being received from NATC's legal advisor that the Council has the statutory power to permit its construction.

18/110 REPORTS AND ISSUES (FOR INFORMATION ONLY)

- (i) **To receive HCC Street Lighting, Supported Passenger Transport Services and Concessionary Travel Scheme consultation (response required by 5 August 2018, copies to all Councillors 5 July 2018).** Councillors were encouraged to respond to this consultation individually.
- (ii) **To receive notice of Uplands parish cluster Lengthsman group meeting to be held on 25 September 2018 at Itchen Abbas & Avington Village Hall, commencing at 11.30am.** Cllrs B Jeffs and Pinch agreed to attend this meeting.
- (iii) **To receive WCC Playing Pitch Strategy & Action Plan April 2018 (copies to all Councillors 5 July 2018).** It was suggested that this consultation should be referred to the Recreation & Environment Committee for discussion and that Cllrs Power and Spratt work on a response to the same. Cllr Spratt requested a hard copy of the consultation.

18/111 DATE OF NEXT MEETING

The next meeting was scheduled to take place on Tuesday 18 September 2018 at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, commencing at 7.30pm.

18/112 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 excluding the public and press from the meeting.

RESOLVED: That the public and press be excluded from the meeting.

(Power used: Public Bodies (Admission to Meetings) Act 1960 s2)

18/113 TO RECEIVE RECOMMENDATIONS FROM WORKING PARTY MEETING HELD ON 9 JULY 2018 TO CONSIDER APPLICATIONS TO RUN A BAR FACILITY AT ARLEBURY RECREATION CENTRE

The working party had discussed safety issues regarding the top floor of the Arlebury Recreation Centre and a proposal was received, seconded and voted in favour of only offering the lease for the whole of the top floor. It was noted that a risk assessment would be required to be provided by the prospective tenant.

RESOLVED: That the lease for the whole of the top floor only of the Arlebury Recreation Centre be offered.

Draft Heads of Terms had been created and were distributed to Members prior to the meeting. Some amendments were made to the draft document and a proposal was received, seconded and voted in favour of accepting the draft Heads of Terms, together with the amendments.

RESOLVED: That the draft Heads of Terms, together with the amendments, be accepted.

A recommendation was received, seconded and voted in favour of appointing an Inventory Clerk, after the lease has been accepted by both parties, at a cost of no more than £500.00.

RESOLVED: That an Inventory Clerk is appointed after the lease has been accepted by both parties, at a cost of no more than £500.00.

A recommendation was received, seconded and voted in favour of the Heads of Terms being negotiated by the working party.

RESOLVED: That the Heads of Terms be negotiated by the working party.

A recommendation was received, second and voted in favour of approval being given to the Locum Clerk to send the draft amended Heads of Terms, together with a covering letter, to the prospective tenant and to invite them to a meeting to be held on 1 August 2018.

RESOLVED: That the Locum Clerk sends the draft amended Heads of Terms, together with a covering letter, to the prospective tenant and to invite them to a meeting to be held on 1 August 2018.

18/114 TO CONSIDER THE APPOINTMENT OF A LEGAL REPRESENTATIVE IN RELATION TO THE PROPOSED LEASE OF THE FIRST FLOOR AT THE ALRESFORD RECREATION CENTRE AT ARLEBURY PARK AT A COST OF NO MORE THAN £1500.00 +VAT (REFERRED FROM COUNCIL 19 JUNE 2018)

After some discussion, an amendment to the proposed appointment of a legal representative was received. The wording was adjusted to 'initial expenditure of no more than £1500.00 + VAT. A proposal was received, seconded and voted in favour of accepting the amended wording of the agenda item.

RESOLVED: That a legal representative be appointed in relation to the proposed lease of the first floor at the Alresford Recreation Centre at Arlebury Park at an initial expenditure of no more than £1500.00 + VAT.

A proposal was received, seconded and voted in favour of suspending Standing Orders at 9.40pm, to allow the meeting to continue.

RESOLVED: That Standing Orders be suspended to allow the meeting to continue.

18/115 TO RECEIVE AND APPROVE MINUTES AND RECOMMENDATIONS OF THE STAFFING COMMITTEE MEETING HELD ON 10 JULY 2018

The Chair itemised the minutes and recommendations from the meeting held on 10 July 2018.

Recommendation 1: That the Locum Clerk researches the necessary policies and procedures to ensure that NATC demonstrates its commitment as a responsible employer. A proposal was received, seconded and voted in favour of the recommendation.

RESOLVED: That the Locum Clerk researches the necessary policies and procedures to ensure that NATC demonstrates its commitment as a responsible employer.

Recommendation 2: That Cllr Evans' draft Terms of Reference for the Staffing Committee, together with the amendments suggested, be accepted. A proposal was received, seconded and voted in favour of the recommendation.

RESOLVED: That Cllr Evans' draft Terms of Reference for the Staffing Committee, together with the amendments suggested, be accepted.

Recommendation 3: That Cllrs Deeming, Evans and Spencer for the interview panel for both roles, with the Locum Clerk attending in an advisory capacity and that interviews are held on Monday 23 July 2018. A proposal was received, seconded and voted in favour of the recommendation.

RESOLVED: That Cllrs Deeming, Evans and Spencer for the interview panel for both roles, with the Locum Clerk attending in an advisory capacity and that interviews are held on Monday 23 July 2018.

Recommendation 4: That Cllr Evans and the Locum Clerk meet with the member of staff in the near future, to discuss employment issues. A proposal was received, seconded and voted in favour of the recommendation.

RESOLVED: That Cllr Evans and the Locum Clerk meet with the member of staff in the near future, to discuss employment issues.

A proposal was received, seconded and voted in favour of accepting the Confidential minutes of the Staffing Committee meeting held on 10 July 2018 as a true record of the meeting.

RESOLVED: That the Confidential minutes of the Staffing Committee meeting held on 10 July 2018 be accepted.

18/116 TO APPROVE DELEGATED AUTHORITY TO THE STAFFING COMMITTEE TO DEAL WITH STAFFING ISSUES DURING THE AUGUST RECESS

A proposal was received, seconded and voted in favour of approving delegated authority to the Staffing Committee to deal with staffing issues during the August recess.

RESOLVED: That approval is given to the Staffing Committee to deal with staffing issues during the August recess.

The meeting closed at 9.45pm.