

**Goodworth Clatford Parish Council
Parish Council Meeting Minutes 7th November 2023**

Date of Meeting: Tuesday 7th November 2023 at 7pm
Location: held in the Village Club

Present:

Councillors	Clerk	TVBC + County Councillors	Others
Will Walker (Chairman) Ian Platt Claire Henderson Alan Willens Fiona Cross Robin Welland H Kwiatkowski	Eveline Attwood	Maureen Flood David Drew	2

23138 Chairmans remarks

The Chairman

- passed a vote of thanks to the Parishioner who donated £250.00 for the clock servicing to the council.
- Commented that Parish Councillors had attended the training event.

23139 Apologies for Absence – Cllr Hasselmann

23140 Public Participation – The following comments were made by Parishioners.

- A member of the public explained (who had been given a year's notice to give up his allotment) his personal circumstances for the past year that had prevented him tending his allotment to the required standard. The Chairman explained that the Parish Council was required to satisfy demand within Goodworth Clatford and that was why the letter was sent. Councillors discussed his request to retain his allotment under **23149.8 Allotments.**

23141 Declarations of Interest – None

23142 Co-option of New Councillor – Resolved: Henryk Kwiatkowski's was co-opted to become a Parish Councillor.

23143 To Approve the Minutes of the Council Meeting - Minutes of the Council meeting held on the 5th of September 2023 have been circulated to all members prior to the meeting. The Chair asked if all members agreed with the minutes, and all agreed they could be signed.

Resolved: That the minutes of the Council Meeting of the Parish Council held on the 5th of September 2023 can be confirmed and signed as a true record of the meeting.

23144 County Councillor Drew report – Cllr Drew report is in Appendix A which has been circulated. The following information was shared with Parish Councillors during the meeting.

23145 Borough Councillors report - Councillor Floods reported on the following. See appendix B.

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- Thrive and community workshops will be held on 1st November, one representative from each parish attended.
- Unity Survey is available to complete on parish website.
- New rules for postal voting are now in effect.
- Boundary changes will take place at the next election. The MP elected for this area will represent the Romsey and Southampton north area.
- Annual leaf clearance – please advise TVBC if you are not on regular route and the team will clear the area.

23146 Clerks report (This was circulated prior to the meeting)

- Cllr Sellars and Cllr Mrs Sellars have resigned - removed from website/e mail addresses deleted and TVBC notified. Noticeboard updated.
- There has been an increase of the number of dog bags used and the bins seem to need filling more frequently.
- **Allotments** The water was turned off on the 1st of Oct not 31st October, reinstated by a plot holder as Cllr was on holiday. Most payments have been received. The clerk had to pay postage for one letter! Two payments awaited both had old e mail accounts and both residents now supplied new e mail addresses.

The two allotments holders were very upset to receive a letter of notice.

The other person was upset as they had just started investing time and effort. Both people have asked the Council to reconsider.

One allotment has become vacant and is to be reallocated.

Correspondence circulated from the person coordinating the allotment Association suggesting the conservation field is opened for further plots.

23147 Planning

23147.1 23/02700/FULLN Green Meadows (retrospective)

Councillors discussed the relocation of the gates and new 1.8 fencing. Cllrs commented that the hedge will grow to disguise fence in time.

Resolved: Parish Councillors have no objection to this retrospective application. Members agreed.

Previous applications

- **23/002334/FULLN West View – Permission granted.**

23148.1 Finance To approve the Statement of Accounts 1st August until 30th September 2023. The Clerk had circulated a Financial Statements pack to all members prior to the meeting.

Resolved: That the financial statements between 1st August 2023 until 30th September 2023 be approved and signed by the Chairman.

23148. 2 Payments for approval September 2023

04/09/2023	SSE Pavilion	£57.83
09/09/2023	Village Shop Assn- Post Office	£1,310.00

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09/09/2023	Guy Kitchen	£620.00
14/09/2023	Arthur Gallagher	£1,584.50
20/09/2023	BDO	£378.00
20/09/2023	Business Stream	£29.88
21/09/2023	Bank Charges- HSBC	£8.00
28/09/2023	Asda	£37.00
29/09/2023	Arthur Gallagher- Insurance Zip Wire	£30.50
29/09/2023	H Kwiatkowski - Repair Post	£10.00
29/09/2023	Clerks Pay and Expenses	£618.03
29/09/2023	Clerks Tax	£30.40
TOTALS	SEPTEMBER	£4,714.14

Payments for approval October 2023

02/10/2023	Clatford Shop Assoc	£436.66
03/10/2023	Post Office - Stamps allotment letters	£11.20
11/10/2023	HALC - training	£480.00
11/10/2023	TVBC - Grass maintenance	£1,150.38
11/10/2023	GC Village Club - Hall Hire	£24.50
11/10/2023	Business Stream	£103.73
21/10/2023	Bank Charges- HSBC	£8.00
22/10/2023	Glasdon - Bench	£766.55
26/10/2023	Guy Kitchen Maintenance	£330.00
31/10/2023	Clerks Pay and Expenses	£620.48
31/10/2023	Clerks Tax	£30.40
TOTALS	OCTOBER	£3,961.90

Bank Reconciliation

Business	HSBC	£1726.90
Treasurers	HSBC	£27771.12
Business		
reserve	Nat West	£7913.19
Business	Nat West	£55.00
		£37466.21

Closing Balance as of September 2023

Resolved: Payments for September and October 2023 were approved.

23148.3 Review of current budget - No comments were made; PC remains on budget.

23148.4 Review of investments and cash accounts – Cllr Platt reported the recommendation of the Finance Committee was to retain the current investments which are providing good yields.

23148.5 Quarterly Statement Check- A statement check to the account balances has been carried out. All balances tally.

23148.6 Review and approval of budget for 24/25 to include.

Approval to purchase Office equipment & software.

Resolved: Councillors approved the purchase of laptop, printer, and software for the Parish Council business.

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- **Approval to review allotment rent. Resolved:** Councillors approved 5% increase with effect from 1st April 2024. Councillors Henderson, Welland and Kwiatkowski declared an interest and did not take part in the vote.

- **Approval to review recreation ground rent. Resolved:** Councillors approved 5% increase with effect from 1st April 2024
- **Approval to review license fees Resolved:** Councillors approved a £1 rise in the license fees. Councillor Cross declared an interest and did not take part in the vote.
- The **grazing licenses** remain at the peppercorn fee of £10.00 Other items discussed were the reduction by 20% of the payment from DEFRA. budget has been put in place for an IT review.

23148.7 Approval of Precept. Resolved: Councillors approved the budget rise of 5% to £31486 for 24/25.

23148.8 Conclusion of Audit - The Clerk reported that the External audit was released with no comments shortly after the September meeting. It was confirmed that the conclusion of notice has been advertised been on the website and noticeboards since 19/09/23.

23148.9 Approval to arrange Servicing of Clock – It was confirmed that a Parishioner had donated £250 into the Parish Council’s account to cover the cost of the servicing.
Resolved: Councillors approved the servicing of the clock.

23148.10 Approval of Auditors quote for year ending March 23/24. Resolved: Councillors approved the internal auditor as Paul Reynolds at a cost of £415

Environment

23149.1 Footpaths & Highways – Cllr Cross reported she had been in touch with the Countryside Ranger who said the issue of the footpath was not a problem. The footpath behind Green Meadows was currently ankle deep in water.

23149.2 Sheep Wash – Resolved: Cllr Kwiatkowski will undertake the Health and Safety check at the Sheep wash and add litter to the checklist.

23149.3 Sheep wash bin removal Resolved: It was approved to remove the bins from the Sheep wash area for a one-year trial with the aim that people take rubbish home. The Clerk will ask TVBC if the green bin can be kept on the round in case the trail is unsuccessful, and it needs to be reinstated.

23149.4 The Park & Estate Management Group – Cllr Walker reported the following:

- The EMG are currently preparing ground and will planting 300 trees along the bridleway on the 2nd of December 2023.
- 25th October was a tidy date.

23149.5 Tree Husbandry The Park & Estate Management Group. Cllr Walker reported that a tree surgeon will tidy up willow and ash in the Sheep wash and a cypress tree by the pumping station and remove debris. **Resolved tree work to the value of £2000 was approved to the park area.**

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23149.6 Emergency Resilience Plan – Cllr Henderson reported that she attended a resilience workshop on the 28th of October organised by TVBC. It was reported that she will complete an annual review and circulate via the clerk. Cllr Henderson is also looking for a deputy volunteer.

23149.7 Playground repairs – Cllr Welland reported that the Zip Wire is awaiting parts as it does not move freely.

23149.8 Allotments- The following was decided after discussions about the current waiting list at the allotments. Discussion also took place about turning the conservation field into additional allotments. Currently the allotments just about pay for themselves with maintenance & water and developing further allotments would be at a further cost to the Parish Council. Therefore, as there is only one Parishioner on the waiting list, it was not felt there was not enough demand at the moment.

Resolved: That both allotment tenants who had been given notice could retain their allotments and the notice had been withdrawn. The Clerk will advise the two tenants who are both from a neighbouring parish.

Resolved: The Clerk will issue a single notice to a tenant residing in Andover. A policy of most recent tenant residing in Andover will lose their plot as allotments are available in Andover.

23149.9 Recreation Ground & Pavilion - The following was reported.

- Rotten Post – Approval to pay £10 for repairs by Parishioner to supply and fit post.
- Cupboard with sink in Pavilion still wet. Quote to refit new unit is £150. Cllr Welland will measure up the sink unit. Wall behind sink needs drying out first.
- The wheelie bin has appeared on the corner beside the Pavilion.

23149.10 Completion of monthly H&S Inspections-

- Sheep wash Not completed reallocated to Cllr Kwiatkowski
- The Park – Paperwork completed Cllr walker confirmed he checked the water hole.
- Riverside Rest (Verbal confirmation in meeting no H & S issues)
- Play Park – Paperwork completed – no issues.
- Allotments – Paperwork completed no issues.

23150 Local Council Award Scheme Foundation Level - This can no longer be applied for as we have lost two councillors so do not fulfil the criteria.

23150.1 Approval to form working group to write grievance and disciplinary policies. Cllrs Cross and Platt will formulate the policies. The Clerk advised that the policies must be in alignment with her contract.

23150.2 Outstanding Councillor training – The Clerk will provide the next available date to Cllr Welland. Resolved: Councillors approved training for Cllr Welland with HALC

23150.3 Action Plan – Resolved: Councillors approved the Action Plan.

23151 Correspondence – The following correspondence has been received and discussed under allotments.

- Parishioner upset over notice to relinquish allotment.
- Parishioner suggested further allotments were produced from Conservation Field.

23152 Newsletter – The newsletter is almost ready to be sent to the printers. The Clerk will send a list of e mail addresses to Cllr Willens.

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23153 Date of next meetings

- Date of Next Parish Council meeting Monday 8th January 2023 held in St Peters Church Room.

23154(Closed session) Staff Pay - The Clerk had shared an evaluation tool of her responsibilities which indicates she should be on a spinal point 18 under the NJC.

Resolved: Councillors approved the Local Pay Award backdated to April 2023 as it applies to current Spinal Point 8

Resolved: Councillors authorised the Chairman to present an increased pay offer for the year 24/25 at Spinal Point 14 from 1st April 2024

It was confirmed that a further review would be conducted for the following year.

Appendix A County Councillor Drew's report:

Next steps towards an updated Hampshire Minerals and Waste Plan

Hampshire's five minerals and waste planning authorities are entering the next stage in updating the Hampshire Minerals and Waste Plan - fulfilling their collective duty to ensure that the whole area can continue to provide a steady and adequate supply of minerals for building homes, schools, hospitals and roads, as well as provide sufficient waste resources and facilities

Over the next two months, an update of the Hampshire Minerals and Waste Plan (the 'Proposed Submission Plan') is set to be considered by each of the five authorities (Hampshire County Council, New Forest National Park Authority, Portsmouth City Council, Southampton City Council and South Downs National Park Authority) to determine whether each Authority agrees that further consultation can take place prior to the Plan being submitted to the Government's Planning Inspectorate for examination.

The Hampshire Minerals and Waste Plan is evidence-based and is in line with national planning policy. The local policies contained within the Plan guide the decisions that each of the five minerals and waste planning authorities make when determining planning applications for minerals extraction or waste infrastructure and operations.

<https://www.hants.gov.uk/News/20231101HantsMinWastePlanSubmission>

Voice of Hampshire's youth take to national political stage

Members of the Hampshire Youth Parliament are set to be the voice of Hampshire's young people on the national stage, after being appointed Chair of the Government's Youth Select Committee and the South-East Youth Parliament Debate Lead

Dmitrijs Meiksans, Hampshire MYP for the North West, has been elected as Debate Lead for the South East region at the UK Youth Parliament sitting at the House of Commons on Friday 17 November.

For the first time ever MYPs will debate a Bill in the House of Commons. Hampshire MYPs will help make history by leading one of the five debates on:

- Holiday hunger
- Quality of food
- Standardisation
- Financing/funding
- Additional pricing

They are currently holding elections for the next round of Youth MPs, with voting beginning on 30 October.

<https://www.hants.gov.uk/News/23102023hypnews>

Meals on Wheels – helping you to stay well during the colder months

To coincide with national Meals on Wheels Week, Hampshire County Council is reminding local residents that Meals on Wheels are available to anyone with a long-term health condition who may struggle to shop for or prepare food for themselves

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Meals on Wheels are designed for anyone over the age of 18 living with a health condition who has difficulty shopping or cooking for themselves.

Hampshire County Council's Meals on Wheels are provided by Health and Independent Living Support (HILS) and currently cost £8.50 for a two-course hot meal (a third course is £1.50 extra), with afternoon tea costing £3.95.

National Meals on Wheels Week is organised by the National Association of Care Caterers to celebrate the service and the vital role it plays in supporting older and vulnerable people living in local communities across the country.

<https://www.hants.gov.uk/News/20231030mealswheels>

Hampshire's community pantry network grows as more help announced with cost-of-living challenges

More residents of Eastleigh and Test Valley will soon be able to join the thousands of Hampshire people who use community pantries to stretch their grocery budget each week, with the announcement of a county-wide package of support totalling more than £424,000

Pilands Wood Community Association in Bursledon, and Test Valley charity Unity have received start-up funding from Hampshire County Council's Household Support Fund (HSF) to open community pantries in their areas. The Pilands Wood pantry will operate from the local community centre, while Unity will provide a travelling pantry serving the Stockbridge, West Wellow and King's Somborne areas.

<https://www.hants.gov.uk/News/20231011pantries>

County Council to consult on proposed changes to School and Post-16 Transport

Proposed changes to Hampshire County Council's School and Post-16 Transport Policies will be the subject of two public consultations set to run from Monday 30 October until Wednesday 6 December

As required by the Department for Education (DfE), there are two policies in place for the County Council's school transport provision for children and young people: one for children of compulsory school age, and a Post-16 Policy for young people with special educational needs and disabilities (SEND) travelling to further education or training.

The first of the two consultations will seek feedback on a proposal to increase the parental financial contribution to the Post-16 Transport service, annually from September 2024, in line with inflation. As with most Local Authorities, the Post-16 Transport service is discretionary and requires a partial parental contribution, with the majority of the overall costs funded by the County Council. The proposed annual increase comes following ongoing exceptional challenges in the transport market nationally which have seen the County Council's transport costs rise significantly above inflation, from £34 million in the 2021/22 financial year to over £50 million in 2022/23.

<https://www.hants.gov.uk/News/20231019transportconsultations>

Appendix B Borough Councillor Hasselmann and Floods Report:

1. Rural Central Test Valley Thriving Communities Workshop A big thank you to everyone who attended the workshop. We were encouraged by the turnout from Anna ward and particularly pleased to see one representative from each parish. This meant that we were able to collate a comprehensive list of assets and resources and have a productive conversation about action planning. This workshop was the second of three events planned to engage communities in planning. Notes from this meeting will be published and circulated to anyone who was originally invited. If you know of anyone who has not received an invitation in the past, but should attend, please let your Councillors know.

2. Unity transport survey Unity are looking for residents' opinions on whether they would benefit from an 'On Demand Transport Service', using wheelchair accessible minibuses. They have launched a survey and are asking if councillors could share it with their ward and parish contacts. They would like responses by the 19 November. Click the button below to take the survey: Demand Responsive Transport Test Valley Survey (office.com) Unity is a non-profit incorporated UK charity part-funded by

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Test Valley Borough Council and Hampshire County Council, working with local organisations to support vulnerable members of the Test Valley Community

3. New Parliamentary Constituency Boundaries The Boundary Commission for England (BCE) is required by the Parliamentary Constituencies Act 1986 to review the parliamentary constituencies in England every 5 years. They concluded their 2023 Review of the constituencies in England, and submitted their final report and recommendations, earlier this year. The Government have drafted an Order containing the recommendations for the new boundaries. The final legislation for these boundaries is expected to come into force in late November or early December, and the new constituencies will then apply at the next UK Parliamentary General election following that date (for any by-election that may take place beforehand, existing constituencies will be used). For parishes in Anna ward the new constituency will be Romsey and Southampton North.

4. Forthcoming changes to postal and proxy vote applications From 31 October 2023, all new absent vote applications (except for emergency proxy applications) in England must contain a national insurance number (NINo), or a reason a NINo cannot be provided. This is because new rules have been brought in by the Elections Act 2022 which require individuals to have their identity verified against Department of Work and Pensions (DWP) data before they are granted an absent vote, similar to the process when they register to vote. Electors will be able to apply online from 31 October for their absent vote at either www.gov.uk/apply-postal-vote or www.gov.uk/apply-proxy-vote and will be required to upload their signature as part of the application, along with their NINo, date of birth and any other required information. If someone is unable to provide a consistent signature due to disability or illness, they will be able to apply for a signature waiver.

5. Annual Leaf Clearance The council's programmed annual leaf clearance will start on Monday 30 October and will take around eight weeks to complete. TVBC targets areas that regularly accumulate a lot of leaves and will respond to ad-hoc requests to clear debris.

6. Polling District and Polling Place Review Test Valley Borough Council is undertaking a review of Polling Districts and Polling Places. The review will consider the suitability of existing polling stations and possible alternative options. As part of the review, the Council is consulting residents, elected councillors, political parties, parish councils, groups representing disabled people and other interested groups to seek their views. Anyone making comments on the suitability of existing or proposed polling stations are asked to suggest alternative stations, where possible. They are also asked to provide their reasons, in order to help with the review. The consultation period for the review formally commences on 13 October 2023 and concludes on 24 November 2023. The council would welcome any person or organisation with expertise in access for persons with any type of disability to make a representation or commenting on the proposals. Any feedback would help the local authority plan to make voting more accessible for all residents. Information about the existing schedule of polling districts and polling places can be inspected at the offices of Test Valley Borough Council during normal office hours 08:30am – 5pm Monday to Thursday and 08:30am – 4:30pm on Friday. Feedback should be emailed to pdr@testvalley.gov.uk or sent in writing to: Head of Legal and Democratic Services, Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, Hants, SP10 3AJ. 7. Test Valley Lettings –

Landlord Open Day Test Valley Lettings is hosting a drop-in open day event for Landlords, where they can learn more about the service and the benefits of letting property through Test Valley Lettings. It is not necessary to have a property ready to let now to attend; this is just an event to find out more about the service and meet the team. Event details: • Crosfield Hall, Romsey, Thursday 16 November between 3pm-6pm • Guildhall, Andover, Thursday 30 November between 4pm-7pm Register for email updates and information <https://testvalley.gov.uk/tvlettingslandlord>