

## **Four Marks Parish Council**

### **Minutes of the Full Council Meeting Held on Wednesday 15<sup>th</sup> March 2017, commencing at 7.30pm At the Village Hall, Four Marks**

<b>MEMBERS PRESENT:</b>	<b>Cllr Janet Foster (Chairman) Cllrs Tim Brake, John Davis, Davie Edgar, John Hammond, Dave Mills, and Anne Tomlinson</b>
<b>IN ATTENDANCE:</b>	<b>Mrs Sarah Goudie (Clerk), District Cllr Ingrid Thomas, 1 member of the public</b>
<b>APOLOGIES:</b>	<b>Cllr Simon Thomas, Cllr Kellie Knight, Cllr Deborah Jackson.</b>
<b>ABSENCE:</b>	<b>Cllr Karin Black</b>

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#### **17.30 OPEN SESSION**

Cllr Janet Foster opened the meeting and invited the members of the general public in attendance to speak.

Bryan Timms, Willis Lane, questioned the review of gypsy and travellers' policy and whether any changes would be implemented in time to affect the application in Willis Lane. District Cllr Thomas responded that the review was being carried out in conjunction with Winchester City Council, but was very unlikely to affect any current local decisions.

Cllr Brake reported that there had been several visits, with subsequent arrests, to 27 Telegraph Lane, the Benjamin UK residents. Both HCC Child Services and EHDC have been informed.

Cllr Hammond advised members that the First Responders are no longer in operation due administrative issues.

Cllr Hammond also raised his concern over the continual removal of established trees in the village. He asked whether the clerk had details of trees with TPO's on them. The Clerk confirmed she had a file with details but not a parish wide map, but he was informed that there was one on the EHDC website. The Clerk agreed to send out the details of the TPO trees to Councillors, however it was agreed that this should be an agenda item at the next Open Space meeting with a view to taking a pre-emptive strike and see if it would be possible to ask EDHC to blanket TPO an area of trees, before more are lost within the community.

Cllr Mills also raised that the drug paraphernalia was still being left in the car park area of the village hall. The Clerk agreed to advise PCSO Shepherd.

**The Open Session concluded at 8.50pm. Standing Orders were applied.**

#### **17.31 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Simon Thomas and Kellie Knight, both being indisposed. Both apologies were accepted by the Council Members.

District Cllr Deborah Jackson had also sent her apologies.

No apology had been received by Cllr Black and, as there had been no communication since the last meeting, concern was raised as to whether she was actually receiving the summons. It was agreed to write to Cllr Black.

#### **17.32 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **17.33 COUNCIL MINUTES**

- There the Minutes of the Full Council meeting held on Wednesday 15<sup>th</sup> February 2017, were proposed as a true record by Cllr Brake, seconded by Cllr Tomlinson, approved by members, and signed by the Chairman.
- A confirmation letter sent to Mike Smith confirming any expenditure by the youth fund would be requested in writing, Mr Smith had confirmed that the money was for youth projects within the village.

There had been no further action with reference to contacting the Community buildings working party and proposals agreed at the last meeting, however this would be actioned in the next couple of weeks.

Cllr Karin Black had asked for some more time for consideration over the response to the Gypsy & traveller consultation. However due to her absence, and that no further comments other than those received at the Planning Committee meeting had been received, the response would be sent next week.

The Clerk confirmed that the new Councillor generic emails were now in operation.

#### **17.34 COMMITTEE MINUTES**

- Planning Committee, Wednesday 1<sup>st</sup> March 2017.

The minutes had been circulated, however as the Planning Committee Chairman was not in attendance there was no summary report.

The Clerk confirmed that the EHDC Planning Committee would be carrying out site visits at Land West of Brambles and Westwood, Lyminster Bottom on Friday morning and both applications would be heard at the Planning Committee meeting the following week, with the Parish Council having their opportunity to speak.

- Open Space Committee Meeting, Wednesday 1<sup>st</sup> March 2017.

The Open Space Committee Chairman summarised the salient points from the meeting, as follows:

- The Committee agreed in principle the Football Club's request for a pitch long, 1metre wide hard standing, in a brown colour, and one side semi-permanent barrier the length of the pitch to enable them to apply for promotion to the higher league.
- As the boundary fencing at the Recreation Ground had proved successful, it had been agreed to carry out the second phase and continue to the deer crossing.
- It was agreed that a part time maintenance man was now a requirement and the Clerk would be compiling a job description for approval.
- Dog Fouling. New initiatives were being discussed, but this continues to be a serious problem.
- A follow up meeting with the Chair and Secretary of the Benians Committee to discuss the licence agreement was taking place the following evening.

#### **17.35 CHAIRMANS REPORT**

The Chairman confirmed details for the Annual Parish Meeting as follows:

- Both hand and lapel microphones were available, however spare batteries would need to be purchased. A roving mike 'person' would be necessary so each question could be heard by everyone. District Councillor Thomas confirmed that John Geoghegan from EHDC was planning to attend and that he may be able to assist with this.
- An email confirmation will be sent to all attendees.
- The display cards and posters would be circulated and displayed around the village.
- All questions needed to be received by 3<sup>rd</sup> April, and the Chairman asked each Councillor to submit a question to ensure a wide variety.
- The Scouts would be providing teas, coffees and biscuits and would charge the Parish Council.
- The Clerk asked for help to set up.

#### **17.36 EAST HAMPSHIRE DISTRICT COUNCIL**

District Councillor Thomas had circulated her report prior to the meeting, and is attached as Appendix 1.

Subsequent to the report, Cllr Thomas added:

- John Geoghegan would be attending our APM as part of the EHDC community involvement programme.
- A request for a good attendance at the site visits on Friday morning.
- Referring to the Parish Council's dog fouling problems, Cllr Thomas advised that EHDC are looking at ways of delegating powers down to parishes to be able to fine perpetrators.

- o The school parking issues were also now a priority and confirmed that EHDC had been out and measured up to re-line the no parking areas but were waiting for a traffic order consent from HCC.

Cllr Thomas was thanked for her input to the meeting.

### 17.37 FINANCIAL ISSUES

- (a) It was RESOLVED, following proposal by Cllr Foster, and seconded by Cllr Tomlinson, to approve the list of payments made in February 2017, as **detailed below**.

#### List of Payments made between 01/02/2017 and 28/02/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
07/02/2017	Talk Talk Business	DD	27.56		Jan/Feb office phone/b-band
08/02/2017	SSE Southern Electric	1970	37.75		Oak Green Electric Dec/Jan
08/02/2017	SSE Southern Electric	1970	6.10		Bowls Club Elec. Jan 17
08/02/2017	SSE Southern Electric	1970	329.16		Pavilion Electric - Dec/Jan
08/02/2017	HALC	1971	18.00	Clerk	Training Course
08/02/2017	HALC	1971	264.00	Cllrs	Planning training
08/02/2017	HALC	1971	7.00		Planning publication
08/02/2017	Easy Clean Services	1972	282.00		Oak Green drain clearance
08/02/2017	Tozers LLP	1973	406.20		Tozers LLP
08/02/2017	Four Marks Village Hall	1974	36.00		January Hall Hire
08/02/2017	Eddie Hodkin	1975	192.00		Oak Green maint. Jan
15/02/2017	Hampshire Woodlands Ltd	1976	4,896.00		Open Space maintenance
<b>Total Payments</b>			<b>6,501.77</b>		

- (b) It was RESOLVED, following proposal by Cllr Brake and seconded by Cllr Tomlinson, to approve the bank statements, corresponding bank reconciliations and trial balance as at 28<sup>th</sup> February 2017, **previously circulated**.

### 17.38 INTERNAL COUNCIL MATTERS

- **To approve the proposal to award the tender for the Oak Green refurbishment works following report.**  
Following detailed discussions and subsequent summary report with testimonials, it was proposed by Cllr Tomlinson, seconded by Cllr Foster, and unanimously approved, to appoint Company A. To ensure that the project is managed efficiently it was agreed to contact Malcolm Seal to oversee from a technical point of view to ensure that the project runs smoothly, and ensure that all specifications are appropriate.
- Planning Item: Reference: 57127 Location: 17 Reads Field, Four Marks GU34 5XA  
Proposal: Single Storey front extension  
There were no objections to this proposal.
- The Clerk gave a report on her recent attendance at the SLCC Clerks Practitioners conference, and advised that all presentations referred to were available, and took the opportunity to remind Councillors that they are not 'unpaid volunteers; but elected representatives of the community'.

Following the clerk's report on business forecasting, and referring to the Community Buildings project, the Clerk was asked to prepare a plan for working party to move forward with for discussion at the Finance & General Purposes Committee meeting at the end of the month.

### 17.39 COUNCIL REPRESENTATIVE REPORTS:

- **Allotments;** Cllr Davis. There were no issues however the mention of vacant plots in this month's edition of the Four Marks News had led to several enquiries and hopefully the letting of the plots.

- **Benians Committee**; no report. Meeting to go through the proposed new agreement was taking place the following evening.
- **EHAPTC**; Cllr Davis attended the last meeting. He was disappointed that there was no report on the TAG Farnborough plans. There was nothing to report on Devolution. Simon Jenkins, head of planning at EHDC, spoke on three main points. He emphasised on how much the EHDC planning department were restricted by the government regime, he commented on the limited input from some parish councils on applications, and confirmed that there would be training for parish councillors being organised imminently on changes in planning law.
- Festival Committee, Cllr Hammond. At the meeting this week it had been agreed to cancel the St Georges Day parade as this year it falls on a Sunday and the scouts had other commitments elsewhere. It would be re-instated again next year. Progress was being made on the Village sign, but they were currently £1,000 short and the Parish Council would be receiving a request for a donation of £500 to help fill the shortfall. The Chairman of the Committee also confirmed that he wished to retire, but may be persuaded to one final term, but a new Chairman would need to be sought, and it was agreed that word of mouth would be the best way to find someone suitable
- Village Hall; Cllr Mills, nothing to report.
- Footpaths; Cllr Mills. Both Cllr Mills and the Clerk attended a recent rights of way course run by rangers which had been informative but more of a recruitment drive for volunteers, however it was agreed to look at footpaths to designate for priority cutting
- Oak Green; Cllr Foster, nothing to report.

#### **17.40 CLERKS APPRAISAL AND SALARY**

**The Clerk left the meeting whilst items 11.1 and 11.2 were discussed.**

*11.1 To discuss the Clerk's appraisal and approve proposal for salary increase*

The Chairman advised the members of the salient points from the Clerk's recent appraisal and it was RESOLVED, following a unanimous vote, to increase the Clerk's Salary scale from LC23 to LC24 with effect from 1<sup>st</sup> April 2017, with an increase to LC25 following successful acquisition of CiLCA qualification. The Clerk was thanked for her continual good work, support and professionalism.

*11.2 To discuss the Deputy clerk's appraisal and approve proposal for salary increase*

The Deputy Clerk's appraisal was also discussed and following full agreement, it was RESOLVED TO approve the Clerk's recommendation to increase the Deputy Clerk's salary scale from LC15 to LC16 with effect from 1<sup>st</sup> April 2017, with an additional one point increase once the RFO role is taken on.

#### **17.41 SCHOOL PARKING AND FLOODING ISSUES**

Following the showing of the photographs of the recent parking issues highlighted in the School's newsletter and reports of accidents and confrontations between parents, it was agreed that resolving the parking and, separately the flooding problems, at the school would become a high priority.

Both the District Councillor and County Councillor are working behind the scenes to put together a joint meeting, with their respective Councils, the Parish Council and the school, to try and alleviate the problems before a serious accident occurs. The current priority is to re-line the junctions to prevent parking on the junction itself.

The lollipop lady had indicated that she would be prepared to wear a camera, but that it would be subject to getting permission from her employers.

#### **17.42 BENIANS PAVILION IMPROVEMENT PROGRAMME**

The Benians Committee representatives had expressed concern that the Parish Council had not formally approved their preferred option for expansion. Members of the Open Space Committee had discussed all the options at their meeting on 3<sup>rd</sup> August 2016, it was minuted that these comments should be fed back by the Benians representative, however it appears that no amended plans had been re-submitted to the Parish Council for approval following the Committees decision.

It was agreed that these comments should be re-submitted to the Benians Committee and any amendments made, and then formally presented to the Parish Council for decision. It was also felt that elevation plans should also be presented as it is hard to visualise how the changes would look like from the outside. Concern was expressed again about the kitchen being in the centre of the building with no natural ventilation or light, and it was agreed that this needed to be checked for compliance with building regulations.

**17.43 NOMINATIONS FOR THE COMMUNITY PERSON OF THE YEAR AWARD**

Following several suggestions of local people who should be recognised for their commitment to the local community, a discussion took place on the introduction of an annual award to be given at the Annual Parish meeting. Although it was agreed that this year was too soon, the initiative would be raised at this year's meeting, with a view to receiving nominations for people who either live or work in Four Marks, between December and February, and a judging panel would be put together to make the decision. A special notice would be put in the Four Marks News leading up to the deadline. Ideally the award would be given to keep rather than a cup to return each year.

This would be an Agenda item at the next appropriate Full Council meeting to progress.

**17.44 NEXT MEETING:**

**Full Council Meeting**

Wednesday 19<sup>th</sup> April 2017, 7.30pm, Village Hall

**17.45 The Chairman closed the meeting at 9.50pm.**

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**CHAIRMAN**

## **APPENDIX 1**

District Councillor's report Feb 15 to March 15 2017

### **Ingrid Thomas**

A real highlight this month was attending the East Hampshire Sports Awards for 2017 at Old Thorns. There were a lot of entries for the awards which were presented by Fred Dinnage who has been involved in every sports awards event since they started. It is very humbling to listen to the really inspirational stories and supreme efforts by people of all ages. Four Marks School won an award for the school team of the year, congratulations to the Cricket Team. Perfect timing as cricket is returning to the recreation ground this summer!

The parking at dropping off but particularly at collecting time at Four Marks School is an ever increasing problem. Every parent surely has to care about the dangers that careless parking causes to other children and their parents? Why park so close to the Fiveways Junction that others cannot see round you? Why park on the restricting zigzags - even for a moment ? I have been to speak to the EHDC traffic management team who will be following up reported issues, Mark Kemp Gee is working with HCC highways department so that together with the School, Parish Council and all the parents we may be able to come up with a solution.

Medstead School suffers similar problems and has recently had to deal with lorries passing the school with deliveries to building sites. Keeping children safe must be a priority for us all. The number of construction vehicles around the villages whilst children are catching and getting off school buses is of great concern, one child was seriously injured last year.

The first meeting of the Friars Oak residents liaison group has taken place, about 50 residents attended and met with Mr George Spinks, Mr Richard Bell and Mr Ian Gilmore of WLG who hope to start building the site in about a month. Concern was expressed by residents that the exact route for the sewerage had not yet been decided. The two routes being either over the Boyneswood Road Bridge or joining the Bargate Homes route down Boyneswood Lane, Stoney Lane, Station Approach and joining at Lymington Bottom Road, the decision on which route to take will be made by Thames Water in the next month. Unlike the other developers who have decided to construct their own sewers WLG are requisitioning Thames Water to build theirs, this means Thames Water will do the work of laying the sewerage pipes for this development. There is to be a similar requisitioning of fresh water supplies, with the water company doing the work. Mr Gilmore seemed concerned that residents believed the water pressure to be too low already and suggested people should write to South East Water and ask to have their water pressure tested.

Great concern was expressed about how the Construction Method Statement would be monitored including the parking of vehicles in Boyneswood Road, we were assured that the agreed arrangements would be adhered to. Let us hope so. The next meeting will be on Monday 24th April at 7pm in Four Marks Village Hall.

There has been another meeting of the Miller Homes, Beechcroft and Cala liaison group too but this was during the daytime making it difficult for people who work to attend. The first houses on these sites are being sold.

This month I have been to a conference in London looking at Rural Health Issues. One of the surprising facts that came out was that loneliness can have the same effect of shortening a persons life as smoking 15 cigarettes a day for life. This is a national problem but can be most severe in rural locations. It is easy to become isolated, our villages are noted for being friendly so perhaps we already try hard to look after our neighbours? We are lucky to have so many groups and clubs in our villages which are very welcoming and go a long way towards helping people to escape being lonely.

During the storms quite a large number of trees were blown over noticeably in Weathermore Lane woods where considerable felling last year must have left trees more exposed than they are used to. The land owners have already replanted a large area of the woods.

Mr Garside the Tree Officer has been out and about in the villages looking at trees with TPOs on them, there has been concern raised about work being done to TPO trees. Any tree with a TPO cannot have work done to it without permission, the fines can be quite large if permission is not granted before work is done. for example if a tree is removed to enable planning permission to be granted and that tree has a TPO the fine can be as much as the increase in the value of the site which could be thousands of pounds.

The plans for Festiwell are making good progress, there are still some pitches available for stands or activities please contact Sarah Goudie Four Marks Parish Clerk if you would like one, we are a little short of alternative therapy representation at the moment. The event promises to be full of interesting things to do, ideas on how to make your life healthier, food ideas, fitness ideas and plenty of things to try and join in with. So please mark SUNDAY 9th JULY in your diaries.

As ever if I can be of assistance please contact me 01420 561552 or email [ingrid.thomas@easthants.gov.uk](mailto:ingrid.thomas@easthants.gov.uk).