

## FOUR MARKS PARISH COUNCIL

### Minutes of the Full Council Meeting Held on Wednesday 19<sup>th</sup> April 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, John Hammond, Dave Mills and Simon Thomas</b>
<b>IN ATTENDANCE:</b>	<b>Mrs Sarah Goudie (Clerk), District Councillor Deborah Jackson and 1 member of the public</b>
<b>APOLOGIES:</b>	<b>Cllrs Anne Tomlinson, Kellie Knight, and Davie Edgar</b>
<b>ABSENCE:</b>	<b>Cllr Karin Black</b>

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#### 17.46 OPEN SESSION

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

Mr Alan Scott, spoke with reference to selling rhubarb at Oak Green parade and wished to put his case forward and seek permission to trade at the shops. He explained that he grows the rhubarb locally in Ropley, and has for the past few years sold outside Vincent Hire. However he has found the location difficult so would like to sell on the grass area by the Oak tree. He had been approached twice by the Chairman and had been told he needed to have permission to trade on Parish Council land.

Mr Scott was asked several questions by Councillors, including the length of the season and whether there was anywhere more suitable to sell the produce.

Mr Scott was advised that street traders were to be discussed as an Agenda item during the meeting.

**The Open Session concluded at 19.45 pm. Standing Orders were applied.**

#### 17.47 APOLOGIES FOR ABSENCE

Formal apologies for absence had been received from Cllr Anne Tomlinson, Cllr Kellie Knight and Cllr Davie Edgar, the Chairman and members RESOLVED to approve the reasons for their apologies.

District Cllr Ingrid Thomas had also sent a note of apology, due to a clash of meetings.

It was noted that no apology had been received from Cllr Karin Black.

#### 17.48 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 17.49 COUNCIL MINUTES

- The Minutes of the Full Council meeting held on Wednesday 15<sup>th</sup> March 2017, were proposed as a true record by Cllr Brake, seconded by Cllr Davis, and approved by members, then duly signed by the Chairman.
- Matters arising.
  - Cllr Hammond questioned whether the list of the trees with protection orders had been circulated, the Clerk apologised that it hadn't, and confirmed she would get the details sent out the next day.

#### 17.50 COMMITTEE MINUTES

- Planning Committee, Wednesday 5<sup>th</sup> April 2017.  
The Planning Committee chairman, Cllr Thomas, summarised the salient points from the meeting, as follows:
  - There had been two public deputations within the open session. Mr Aston from Lymington Bottom and Mrs Harris, with reference to the application at 6 Blackberry Lane.

- The application at 6 Blackberry Land had been discussed at length, and although the committee were supportive of the reason for the proposal, the building itself was against local planning policy and had to object on those grounds.
- The committee had also expressed concern over the loss of so many trees recently and as a matter of course would object to any loss unless for health or safety reasons, and would be guided by and supportive of the arboriculturalist in his decision making. Cllr Thomas advised that there were several concerns with overhanging branches of trees within both the Meadowbrook and Medstead Farm, and to expect applications and maybe even unauthorised works.
- The Magpie Lodge application had been withdrawn.
- The application for the tourist 'ecopods' had been refused however the additional two gypsy and traveller pitches had been approved.
- Cllr Thomas advised that he would prepare a draft for the appeal submission for 131 Winchester Road by the beginning of the following week for submission to the Planning Inspectorate. Diana Tennyson had also prepared an additional written representation.
- Maytrees, 71 Lymington Bottom. There had been some compromise on the retrospective planning issues, and both the French windows and bi-fold doors had been removed. However the fencing was approved, but strong conditions on the replacement beech hedging had been imposed.  
Concern was raised over the replacement beech hedging that had been planted and that some of the hedging plants, at both plots 3 and 4, appeared to have already been removed. It was agreed to contact compliance to ensure that there had been no breach.

- Open Space Committee Meeting, Wednesday 5<sup>th</sup> April 2017.

As Cllr Tomlinson, Chair of the Open Space Committee was absent, there was no summary report. However the following points were raised:

- Dog Fouling, serious concerns that there appeared to be no improvement. The Clerk detailed the action plan that had been agreed at the meeting, and the first steps had been taken, and others would follow. It was also suggested that EHDC were contacted and asked to revisit the recreation ground on a regular basis. The new dog waste bins had been returned and Cllr Mills had agreed to install them.
  - There was also an initiative to discuss protecting trees in Four Marks as so many were being felled.
  - Cllr Thomas also wished to add his congratulations to Four Marks Football Club on their recent promotion.
- Finance & General Purposes, Wednesday 29<sup>th</sup> March 2017  
The Finance & General Purposes Committee Chairman, Cllr Foster, referred to the minutes which had been circulated prior to the meeting.

The proposal for the recreation ground pitch fees was discussed and further explanation was requested as to how the fees were reached as they seemed disproportionate. It was explained that they had been calculated solely on usage. It was agreed, following a vote of 4 in favour, with two abstentions, that the suggested fees would be applied, with an explanation of how the fees are calculated.

#### **17.51 CHAIRMANS REPORT**

- Fullers Village of the Year competition. The Chairman asked Cllr Hammond if this would be something the Festival Committee would like to take on, although there are few categories that would be applicable, it was suggested that the War Memorial green maybe worthy of acknowledgement.
- Community annual award. This was raised at the Annual Parish Meeting and those in attendance were in favour. This would initially be raised in a village news article, and open for nominations from December to February, for presentation at the next Annual Parish Meeting.

#### **17.52 EAST HAMPSHIRE DISTRICT COUNCIL**

Cllr Ingrid Thomas had sent her apologies and her annual report had been given at the Annual Parish meeting, and was contained within those Minutes.

## Cllr Deborah Jackson

Cllr Jackson reported that the latest Friars Oak Liaison meeting, with the new developers, had gone relatively well. Next week the second Miller/Cala/Beechcroft meeting was taking place, however they will only hold their meetings during the day. Any questions should be submitted to the Medstead clerk.

She reported on the unsuccessful representation at committee for the additional gypsy & traveller pitches and was rather disappointed that the main debate was whether Willis Lane was rural or not, and the committee had agreed not. Although as there were already two pitches with permission on the site, it was always going to be a difficult application to defend.

Cllr Mrs Thomas was busy promoting the Festival of Health, 'FestiWell' and hoped that the attendance would exceed the recent event at Bordon whose visitors totalled 130.

Cllr Jackson also confirmed that Butserfest was moving location to Southsea this year as a trial in a bid to save costs, and the sports centre debate was 'hotting up' as there appeared to be huge concern over the lack of consultation. She confirmed she was attending a closed meeting the following week and would raise the concerns already brought to her attention

Cllr Foster thanked Cllr Jackson for her report and attendance.

## 17.53 FINANCIAL ISSUES

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

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/03/2017	RS Fencing & Agriculture	1983	2,052.00	Dev. Contribs.	Boundary Fencing Phase I
06/03/2017	Medstead Parish Council	1984	104.99		Paid by EHDC in error
07/03/2017	Hampshire Woodlands Ltd	1985	1,368.00	Dev. Contribs.	Rec. Grd. boundary planting
08/03/2017	East Hants District Council	1986	125.00		Road sign to Recreation Grd
08/03/2017	Talk Talk Business	DD	15.28		Feb-Mar office phone/b-band
13/03/2017	Four Marks Village Hall	1987	36.00		February Hall Hire
13/03/2017	The Parkinson Partnership LLP	1988	600.00		Consultancy - Benians
13/03/2017	Eddie Hodkin	1989	300.00		Outdoor maintenance
14/03/2017	Totalcare pest control	1990	72.00		Mole control treatment
19/03/2017	Biffa Waste Services	DD	144.14		Trade waste - Benians Pav.
28/03/2017	Treloar Trust IKC	1991	130.00		APM Notice cards
28/03/2017	South East Water	1992	104.49		Benians Pavilion water rates
28/03/2017	Ampella Maintenance Ltd	1993	792.36		Benians Pavilion boiler repair
28/03/2017	Excel FSE	1994	193.02		Intruder & fire alarm service
29/03/2017	FM01	SO	344.01		Pension contribs - March
29/03/2017	Hampshire Pension Fund	1995	41.17		Pension contribs - March
29/03/2017	FM01	1996	60.30		Travel Expenses - March
29/03/2017	FM01	1996	24.00		Office Cleaning - V Lockey
29/03/2017	FM01	1996	131.75		Additional salary payment
29/03/2017	Amazon	1996	10.40		2017 wall planner/chart
29/03/2017	The Co-Operative	1996	14.28		Stamps
29/03/2017	FM02 - LC	1997	188.93		March salary payment
29/03/2017	HM Revenue & Customs	1998	471.77		March PAYE/NI payment
29/03/2017	FM01	SO	1,365.00		March Salary payment
		<b>Total Payments</b>	<b>8,688.89</b>		

- (b) It was RESOLVED, following proposal by Cllr Foster and seconded by Cllr Mills to approve the bank statements, corresponding bank reconciliations and trial balance as at 31<sup>st</sup> March 2017.

The clerk briefly detailed expenditure to date, but due to the year end, and that the system not yet cleared down, there was not a computer generated report to present.

#### 17.54 INTERNAL COUNCIL MATTERS

- It was RESOLVED to approve the request for a grant of £200 to Home-Start WeyWater.
- It was RESOLVED to approve a formal Health and Safety at work policy.
- It was RESOLVED to approve a Training and Development policy, following one amendment duly corrected.
- It was RESOLVED to approve the Employer Discretions Policy.
- Policy for street traders at Oak Green. This item was discussed at the beginning of the meeting as an interested party was in attendance.

The Clerk detailed the legal requirements for street traders on private land. The Parish Council acknowledged that Mr Scott had attended the meeting to put his case forward. However, several issues were raised; there are clear legal requirements for street trading, a potential conflict with a competitive shop at Lymington Barns, and the concern of allowing one trader may set a precedent. There were also concerns over food hygiene and insurance issues.

It was RESOLVED, following a vote with one abstention, that to trade on Parish Council land, written permission must be sought from the Parish Council, the appropriate traders licence, insurance and hygiene rating must be in place with copies provided for inspection, and each application would be subject to consultation and treated on its own merit.

- Clerk's update:  
The Clerk referred to the request from the Village Hall committee for their annual grant which had not been applied for in the last financial year. It was RESOLVED to approve the annual Village Hall Committee grant for £1,600, and a subsequent grant for this financial year would be discussed at a later date.

#### 17.55 COUNCIL REPRESENTATIVE REPORTS:

- **Allotments**; All plots are now being well attended. There had been a recent incident where a football had gone over into the allotments and the fence had been broken when an attempt was made to retrieve the ball. The fence had been mended, at cost, but unfortunately not the fencing that was due to be replaced.
- **Benians Committee**; no report.
- **Festival Committee**, no meeting, but a planning application was being prepared by the clerk for the village sign. Cllr Hammond had asked if a request had been made by the Committee for a grant to make up the shortfall, it was confirmed not, and Cllr Hammond agreed to chase.
- **Village Hall**; Cllr Mills raised concern that the Chairman was finding it hard to keep on top of the maintenance issues as the contractor did not appear to be reliable, and hoped that there was some way to take the pressure off Chris Lake and that a solution could be found soon, maybe find a paid contractor to carry out the works, and it was noted that the outside light above the door had not worked for some months. The Council requested that the password for the onsite internet could be publicly displayed.
- **Footpaths**; Cllr Mills had nothing to report but the Clerk confirmed the kissing gate had now been installed at Swelling Hill although attention was needed to the approach from the footpath to the road, and maybe a step needed to be cut into the bank. Clerk agreed to speak to the Alton ramblers to see if they would be prepared to assist with this.
- **Oak Green**; Cllr Foster advised the members that the refurbishment works were due to start in May, letters would be going to all shops and tenants, and notices posted, with as much publicity as possible. It was suggested that one of the bins should be moved out nearer the fish and chip shop and it was agreed to discuss this with the contractor.

#### 17.56 ANNUAL PARISH MEETING

In summary, it was agreed that the format of the question time session appeared to have been well received although disappointing that people left as soon as it had finished, and before the main presentations were given.

It was decided that the circulation of the APM notice cards did not have the desired effect and agreed that this would not be carried out next year.

It was also suggested that the main reports are given first, with the opportunity to ask general questions first, in a bid to keep the public at the meeting, finishing with the Question Time section, it was also suggested maybe bringing the start time forward.

