

# **Shedfield Parish Council**

*(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)*

## **MINUTES OF FULL COUNCIL**

**Meeting held 18 July 2011**

**7.15 pm at Waltham Chase Methodist Church Hall**

Present:

Parish Councillors: - Jess Bond, Chair (Presiding), Malcolm Hogg, Kevin Dye, Ruth Wiffen, Val Green, Stuart Jones, Roy Skelding, David Ogden, Rob Helsen and Lesley White

District Councillors:- Linda Gemmell and Roger Huxstep

Clerk: - Yvonne Wheadon

Police:- Police Sergeant 170 Susan Innes and PCSO Sarah Louise McCulloch

Members of public: - 11

40/11 - **Apologies** - Councillors Graham Smith, Alan Cox, Matt Humphrey, Gary Potheary and County Councillor Felicity Hindson

41/11 - **Declarations of Interest** - Councillor Malcolm Hogg - Shedfield Cricket Club

42/11 - **Minutes** of the Annual General Meeting held on the 9 May 2011 signed by the chair as a true record.

### **43/11 - Public Participation**

**(i)** District Councillor Roger Huxstep talked of travellers that had descended at Shedfield Common and that he will attend a meeting at the Waltham Chase Village Hall for discussions relating to the 'Boardwalk Project', an application to provide a permissive access route to St John the Baptist Primary School as part of a Natural England Environmental Stewardship Scheme.

**(ii)** District Councillor Linda Gemmell advised that Winchester City Council should be able to offer some support to the Parish Council but they do not have the resource to take full action.

Council and Community Members have the opportunity to meet George Hollingbery MP at this venue on Wednesday where he may be able to answer questions on local issues.

**(iii)** Police Sergeant 170 Susan Innes and PCSO McCulloch gave a report of incidents that had occurred in the area between 1<sup>st</sup> June and 15 July 2011 and responded to questions raised about travellers.

**(iv)** Members of the community asked for clarification on issues of concern as follows:-

- (a) Hedgerow at Waltham Chase Recreation Ground
- (b) Shedfield Common Trespass
- (c) Provene Gardens Amenity Space

### **44/11 - Responses**

(a) Hedgerow - Clerk to check the frequency for cutting, then confirm in writing to those who are affected. Ownership of boundary will also be verified.

(b) Council confirmed the Court Hearing date as Friday 22 July and notice of this date had been served.

(c) Provene Gardens Amenity Space - The Chair requested that Agenda Item 17 be brought forward as the next item.

45/11 - It was agreed, following a brief consultation with residents, that Council take over the maintenance of the grassland area at Provene Gardens, and would give further consideration to the option of taking over the woodland area. A decision will be made after further investigation as to maintenance costs at a meeting of Full Council to be arranged before the end of September, 2011.

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- 46/11 - Code of Conduct - Chair congratulated Council members on the appointment of Chairs/Vice Chairs for the various committees and reminded them of their responsibilities towards standards and preparation of agenda items for each committee. A summary of changes in the Localism Bill affecting the Code of Conduct have been circulated to Councillors that may require some input towards the end of this year.
- 47/11 - Reports from Committees:-
- (i) **Finance & Administration**
    - a) Financial status for Council confirmed including Finance Committee's proposal to move funds for preferential return.
    - b) Expenditure for April, May and June approved.
    - c) Councillor Expenses Policy - It was agreed to make policy that Councillors may claim 1 black cartridge and a ream of paper per annum for printing documents used for Council business.
  - (ii) **Personnel & Procedures**

Assistant to the Clerk - Application form, draft contract and job specification now approved and will be sent out to candidates.
  - (iii) **Cemetery** - The tree survey for the conservation area of the cemetery revealed that 2 larch trees will require felling and to remove deadwood from others. It was agreed that a sum of up to £900 will be made available from reserve to complete this work to avoid any risk.
  - (iv) **Common**
    - (a) Unlawful Occupation of Common land by Travellers 8 July 2011 - The cost involved in this case has not yet been established.
    - (b) Report of Japanese knotweed - Clerk to email Contractor to eradicate.
    - (c) Report of overgrowth of bracken - Councillor Hogg advised Council of an effective spray to reduce bracken.
    - (d) Report of ragwort - Areas to be identified and removed by pulling out the roots
    - (e) Canford Close - No further development will be made whilst travellers are in situ. This part of the Common at the rear is not registered as common land and can be used as an amenity space. Committee will determine at the next meeting.
  - (v) **Open Space** - Report that the Zip Wire at Waltham Chase is knotted. Councillor Ogden agreed to action the repair.
  - (vi) **Planning** - Councillor Malcolm Hogg reported that the first sub-committee for applications only was successful and thanked Councillor Skelding for chairing that meeting.
- 48/11 - **Cemetery/Common Committee Amalgamation** - A proposal to merge these committees for the benefit of holding fewer meetings was agreed. Each committee will continue to run an individual financial budget.
- 49/11- **Plans for Places - after blueprint** - The consultation period runs from 27 June to 8 August and it was agreed to hold a meeting on the 27 July for the groups that made specific comments and any other interested members of the community.
- 50/11 - **Parish Plan** - Interested members will meet at the beginning of August.

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## **51/11 - Correspondence -**

- (i) A letter of thanks received from the Mayor of Winchester, Councillor Barry Lipscombe.
- (ii) Information received re Community Transport, posters to be displayed on notice boards.

## **52/11 - Reports from Parish Councillors/Clerk -**

- (i) Councillor Bond attended a course for Chairmanship skills
- (ii) Clerk attended a Clerk's Development Day that covered The Localism Bill and effects of the Code of Conduct, Emergency Planning and listening to other clerk's success stories.
- (iii) Councillors Potheary and Helsen attended a new Councillor Course

## **53/11 - Charity Matters**

- (i) Shirrell Heath Recreation Ground and Allotments
  - (a) Financial Status confirmed.
  - (b) Payments approved for April, May and June.
  - (c) The minutes of the AGM 9 May 2011 were verified as a true record
- (ii) Shedfield Recreation Ground/Pavilion
  - (a) Financial Status confirmed
  - (b) Payments approved for April, May and June
  - (c) A charge for Cricket Hire for both Grass Square and Artificial turf was agreed at £55 per session.
  - (d) It was agreed that green fencing for Cricket Square and Turf should be purchased.
  - (e) A request has been made by the Petanque Club to make use of the terrain and to provide lighting. It was agreed to arrange a site visit and report back to Council.
  - (f) The minutes of the AGM 9 May 2011 were verified as a true record.

*With no further business to be transacted the Chair declared the meeting closed at 9:15 pm*