

ASHURST & COLBURY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING OF THE PARISH COUNCIL HELD ON
Tuesday 21st June 2022 – 7:30pm
Colbury Church Rooms, Deerleap Lane, Colbury

Attended by: Cllr Caroline Hubbard, (Chair), Cllr Adrian Eyre, Cllr Sue Robinson, ,
Cllr Bobbie Torkington, Cllr Clive White
NFDC Joe Reilly,

In Attendance: Karen Cramoysan (Clerk), 2 members of the public

22/015 Apologies – Cllr Caroline Smith, Cllr Mike Thomas HCC Cllr Keith Manns,
NFDC Derek Tipp, PCSO Richard Williams

22/016 Declarations of Interest - None

22/017 Public Participation – None

22/018 a. To Receive Final Internal Audit Report for 2021/2022 from
Lightatouch

RESOLVED: The Final Internal Audit Report for 2021/2022 from
Lightatouch was received by all Members and approved.

b. To Receive and Sign Annual Governance Statement 2021/2022
(Section 1)

RESOLVED: The Annual Governance Statement 2021/2022 (Section 1)
was received by all Members, approved and signed by the Chair and
Clerk.

c. To Receive and Sign Accounting Statement 2021/2022 (Section 2)

RESOLVED: The Accounting Statement 2021/2022 (Section 2) was
received by all Members, approved and signed by the Chair and Clerk.

d. To Note Period for the Exercise of Public Rights as 23rd June 2022
-3rd August 2022

RESOLVED: All Members noted the Exercise of Public Rights dates as
23rd June 2022 -3rd August 2022 and the website and noticeboards
were updated following the meeting.

22/019 Approval of the Minutes of the Previous Full Council Meeting as a Correct
Record of Proceedings and Matters Arising / Action Updates From those
Minutes. To Receive Minutes of the Full Council Meeting held on 17th May
2022

PROPOSED: To Receive and Agree the Minutes of the Full Council Meeting
held on 17th May 2022

RESOLVED: Proposed by Cllr Robinson and Seconded by Cllr Eyre, the
Minutes were **AGREED** by all Members and the Clerk provided the Chair with
a copy for signing.

22/020 Matters Arising

Whartons Lane update on next steps

21/00472 - Land Adjacent 40 Whartons Lane, Ashurst (Amended Plans)

Cllr Robinson advised the Committee that as agreed at the 17th May meeting,
she had written to Dr Julian Lewis MP, Michael Gove, Southern Water and
Hampshire Highways to confirm our concerns re traffic safety and drainage.
She has also written to Alison Barnes, CEO of NFNPA, expressing our
concerns about the discussion at the Planning Committee.

Southern Water advised that they had asked for the damaged pipes to be repaired before work commenced. That particular department were unable to comment on sewage but advised Cllr Robinson to contact the sewage dept directly. As there isn't a generic email address online for the sewage dept,, Cllr Robinson will be contact HCC Councillor David Harrison to see if he has a contact email.

Hampshire Highways advised that they have noted the Parish Council's concerns re traffic management and will pass our comments to the traffic department. (Cllr Hubbard advised that both schools have been contacted by HCC and are reviving their Travel Plan, which hasn't been in action since Covid).

Dr Julian Lewis advised that he had passed both our letter and a resident's letter onto Steve Avery at the National Park and will respond to us as soon as he received a reply.

To date, there has been no reply from Alison Barnes or Michael Gove.

Cllr Robinson has now spoken to a Solicitor and has received a quote for taking this forward. The outline costs for a Solicitor to look over the papers and to decide if there is a case for Judicial Review would be far too high for the Parish Council to consider. Over 250 residents objected to the development but this is a low percentage of all of the residents in Ashurst. Although there is strong opposition from resident's living close to the proposed development, The Parish Council would need to be sure that committing to such a large expenditure would be a true reflection of ALL residents' wishes before commencing, particularly when there are other large projects under consideration e.g new Play Park. The Whartons Lane land is in the Local Plan for development and any future action taken by the Parish Council would be unlikely to stop the development going forward as permission has already been granted by NFNPA.

A Judicial Review is a review of the process, not the decision.

22/021

Reports

a. County and District Councillors

Joe Reilly NFDC – advised that Operation Resilience is underway in Totton and make affect Ashurst residents.

Fletchwood Lane, Totton from Woodlands Road to end. - Programmed 6th July 2022.

Michigan Way, Totton from Spruce Drive to Calmore Road - Programmed 7th July 2022.

Nutsey Avenue, Totton from Nutsey Avenue to end - Programmed 8th July 2022.

During these times the roads will be closed to through traffic from approximately 09:00 to 16:30 hours and will be re-opened outside of these hours.

Information signs advising road users of the works will be erected before the start of works and letters will be sent to local residents and businesses.

Cllr Reilly asked if there had been any update to the missing Ashurst sign as he regularly receives a phone call from a resident about it – Clerk

informed him that it is lodged with the insurance company and we are waiting for them to assess our claim.

Cllr Reilly confirmed that he had paid our grant request towards the Platinum Jubilee Tree and advised that Cllr Tipp didn't recall seeing a request from us. Clerk advised that she had emailed both Councillors on 18th May but had not received any reply from Cllr Tipp. Clerk will send another email to chase after tonight's meeting.

b. Committee Chairs/Working Parties

No reports – Cllr Hubbard asked if the Open Spaces Committee could be resurrected as there were a few items that needed addressing and were being missed. An item will be put on the next agenda.

c. Parish Councillors

No reports.

d. Police / Neighbourhood Watch

No report available. PCSO Williams spoke to Cllr Hubbard at the Jubilee event and advised that the third Tuesday of the month is his rostered leave day, so he was regularly unable to attend. He would be willing to come to the occasional meeting, but as only 2 members of the public attend our meetings, he felt that it would be a waste of time. He sends through a monthly Beat Report and is in contact with the Clerk via email and will update us if there was anything urgent that he felt we needed to be aware of.

22/022

Policy

a. To Review Policies - Pandemic Policy & Scheme of Delegation, Complaints Policy & To Agree a Vexatious Complainant Policy

RESOLVED: Minor changes to the Pandemic Policy and Vexatious Complainant Policy are required. The Complaints Policy does not need any amendments. Clerk will amend and upload to the website.

22/023

Community & Environment

a. ROSPA Report on Playground and Remedial Works to be actioned

- There was a particularly scathing post on the local Facebook page from a non-resident about the state of the play area on the evening of 2nd June 2022. Youths had vandalised the Wildplay Area, kicking out the upright branches around the walkway leaving screws bent and exposed. The wooden platforms for the stepping posts have also been broken off. Lengthsman made temporary repairs to this area as soon as we were alerted and left the area safe, but it has been vandalised further since then. Clerk offered to instruct a local handyman to try and repair the area, but Councillors felt that it would not be cost effective long-term as it would likely be vandalised again.

It was therefore **RESOLVED** to contact the original supplier to make repairs to this equipment.

The Timberline equipment was flagged on the ROSPA report as the wood has rotted. It was **RESOLVED** to remove this item of equipment from the Play Park area. Clerk to contact a contractor for quotes.

b. Planters & Seats in precinct – Cllr Hubbard advised that the bulk of the watering this year had been carried out by herself and Julie

Harding, despite having a rota of volunteers who could not help during the recent spell of hot weather. The Parish Council has invested heavily in new plants so that they looked good for the Platinum Jubilee and many residents had remarked how pretty they looked. Cllr Hubbard said that the Car Wash staff had assisted them with water for the planters, but that the containers were very heavy transporting them full of water across to the planters.

It was therefore **RESOLVED**: that the Clerk would go ahead and purchase the portable water bowser and would speak to the Car Wash management with the Chair to see if they would be happy to continue to provide water for the plants and also store the bowser. The Parish Council would be happy to make a contribution to that businesses water bill during the summer months.

A decision will need to be made whether to continue to restock the planters with bedding plants next year as the main bulk of the watering has been left to just two people to stop the plants from dying.

Seats – Some of the seats are very rusty and beyond repair. Clerk agreed to obtain some quotes for recycled plastic seats as a replacement. An item will be put on the next agenda to consider these.

- c. **Queens Platinum Jubilee – Update after the event on 2nd June 2022.** The event was a success and very well attended by residents. The grounds at St Josephs were perfect and many residents remarked that they enjoyed going inside the building and especially seeing the History Exhibition.
- d. **Christmas Event - To set up a Working Party and arrange a date** Following the success of the Platinum Jubilee event, Councillors decided that they would like to arrange a Christmas event. Cllr's Hubbard, Robinson, Torkington and White will form a Working Party in the next week or so and Cllr Eyre will attend these as and when his work commitments allow.

22/024

Accounts.

- a. **To Approve Online Payment Schedule dated 21.06.2022**
PROPOSED: To Approve the monthly payment schedule dated 21.06.2022
RESOLVED: The schedule was received by Members and approved for payment,
- b. **To Ratify Approval of Online Payment Schedules dated 31.05.2022**
RESOLVED: The schedule was received by Members and ratified.
- c. **To Receive Income and Expenditure Reports for May/June 2022.**
RESOLVED: Income and Expenditure Reports for May/June 2022 were received by Members and ratified.
- d. **To Agree a Donation to St Josephs for hosting the Platinum Jubilee Picnic.** **RESOLVED:** All Members agreed to pay £250 donation to St Josephs to say thank you for allowing us to use their grounds and facilities. Members also agreed to make a £25 donation to the Hand to Mouth company who supplied Punch and Judy at the event. The children all loved the show and were kept entertained. Clerk to make payment asap.

- e. **To Consider Quote from Scribe of £375 set up fee for Allotment Package - £228 per year thereafter. RESOLVED:** Clerk explained that she had attended a course on zoom and had seen the new system in action. This new package would streamline the current Allotment system. All Members agreed that this would help lighten the Clerk's workload and agreed to purchase the additional software from Scribe.
- f. **To Consider Quote from Lightatouch for Internal Audit Services for 2022/2023. RESOLVED:** All Members approved the quote for next year's Internal Audit Services.

22/025

Communication

- a. **Parish Magazine** – Cllr Torkington advised that the magazine is going well and that we had an extra 4 pages in the June edition to cover the photographs from the Platinum Jubilee event.

22/026

Correspondence – No correspondence received

22/027

Items for Next Meeting

Christmas Event

Resurrect Open Spaces Committee

Replacement of Seats in Precinct

Willow Trees on the Recreation Ground boundary with Lakewood Road

Increase in Allotment Fees with effect from January 2023

22/028

Confidential Item

Close of Meeting.

The meeting closed at 9.11pm

The next meeting will be held on Tuesday 19th July 2022

Signed:

Date:

*** Add in Finances **

Signed:

Ashurst and Colbury Parish Council, Karen Cramoysan

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
18	Meeting Room Hire	20/05/2022		Unity Trust Bank		Meeting Room Hire	Christ Church Colbury	Z	80.00		80.00
19	Magazine Production	20/05/2022		Unity Trust Bank		Magazine Advertising	TLC Online	Z	450.00		450.00
20	Clerk Salary	20/05/2022		Unity Trust Bank		Clerk Salary	Karen Cramoysan	Z	1,025.25		1,025.25
21	Lengthsman Salary	20/05/2022		Unity Trust Bank		Lengthsman Salary	Alfred Baker	Z	156.00		156.00
22	Queens Platinum Jubilee	31/05/2022		Unity Trust Bank		Items bought for Platinum Jub	Bobbie Torkington	Z	236.75		236.75
23	Lengthsman Expenses	31/05/2022		Unity Trust Bank		Lengthsman Expenses	Alfred Baker	Z	41.50		41.50
24	Planters	31/05/2022		Unity Trust Bank		Plants & Compost for Planters	Go Botanical	Z	131.00		131.00
25	Planters	31/05/2022		Unity Trust Bank		Plants & Compost for Planters	Julie Harding	Z	104.57		104.57
26	Play Area	31/05/2022		Unity Trust Bank		Play Area ROSPA Annual Inspe	Playsafety Ltd	S	91.00	18.20	109.20
27	Recreation Ground & Allotme	31/05/2022		Unity Trust Bank		Monthly Grounds Maintenance	Nightingale Grounds Mainten	S	223.00	44.60	267.60
30	Storage	06/06/2022		Unity Trust Bank		Office Equipment Storage	Lok n Store Self Storage	S	80.00	16.00	96.00
28	Mobile Phone	15/06/2022		Unity Trust Bank		Mobile Phone	Tesco Mobile	Z	8.50		8.50
33	Meeting Room Hire	22/06/2022		Unity Trust Bank		Meeting Room Hire	Christ Church Colbury	Z	40.00		40.00
36	Queens Platinum Jubilee	22/06/2022		Unity Trust Bank		Items bought for Platinum Jub	Bobbie Torkington	Z	29.98		29.98
37	Queens Platinum Jubilee	22/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	New Forest Brass	Z	350.00		350.00
38	Internal Audit	22/06/2022		Unity Trust Bank		Internal Audit for Jan 2022 to	Lightatouch	Z	175.75		175.75
39	Planters	22/06/2022		Unity Trust Bank		Plaques for Planters	C J Joinery Services	Z	214.15		214.15
40	Queens Platinum Jubilee	22/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	Michael O'Leary	Z	150.00		150.00
41	Queens Platinum Jubilee	22/06/2022		Unity Trust Bank		Fee for attending Platinum Jub	Red Stags Morris	Z	150.00		150.00
42	Misc Maintenance Items for I	22/06/2022		Unity Trust Bank		Lengthsman Expenses	Alfred Baker	Z	140.61		140.61
43	Queens Platinum Jubilee	22/06/2022		Unity Trust Bank		Items bought for Platinum Jub	Alfred Baker	Z	66.95		66.95
44	Lengthsman Salary	22/06/2022		Unity Trust Bank		Lengthsman Salary	Alfred Baker	Z	156.00		156.00
45	Clerk Salary	22/06/2022		Unity Trust Bank		Clerk Salary	Karen Cramoysan	Z	1,125.93		1,125.93
46	Clerk Mileage	22/06/2022		Unity Trust Bank		Clerk's Mileage	Karen Cramoysan	Z	8.64		8.64
34	Website Maintenance	22/06/2022		Unity Trust Bank		I.T. Help	Absolute Technology	S	28.80	5.76	34.56
35	Tree Works in Recreation Gr	22/06/2022		Unity Trust Bank		Tree Works	Gristwood & Toms	S	690.25	138.05	828.30
53	Queens Platinum Jubilee	28/06/2022		Unity Trust Bank		Donation for using St Joseph's	St Josephs Ashurst	Z	250.00		250.00
47	Recreation Ground & Allotme	30/06/2022		Unity Trust Bank		Monthly Grounds Maintenance	Nightingale Grounds Mainten	S	223.00	44.60	267.60
48	Stationery	30/06/2022		Unity Trust Bank		Stationery	Viking	S	144.36	28.87	173.23
49	Planters	30/06/2022		Unity Trust Bank		Water Bowser for Planters	Karen Cramoysan	S	333.00	66.60	399.60
51	Councillor Expenses	30/06/2022		Unity Trust Bank		Councillor Expenses	Sue Robinson	S	11.98	2.40	14.38
52	Allotment Pest Control	30/06/2022		Unity Trust Bank		Allotment Pest Control	Rokill	S	140.00	28.00	168.00
50	Clerk Mileage	30/06/2022		Unity Trust Bank		Clerk's Mileage	Karen Cramoysan	Z	12.96		12.96
Total									7,069.93	393.08	7,463.01