



DROXFORD PARISH COUNCIL MINUTES

FULL COUNCIL MEETING

6.00pm Thursday 16th November 2023

Droxford Village Hall

PRESENT: Councillors: Matt Avison, Chris Hawkesford, Colin Matthissen, Janet Melson (Chair), Peter Richardson and Lewis Smith

IN ATTENDANCE: Ailsa Duckworth – Parish Clerk/RFO
County Cllr Hugh Lumby
District Cllr Danny Lee
District Cllr Malcolm Wallace

PUBLIC: 0

23.179 Apologies for absence
Councillors: Mark Dennington (Prior Commitments)

23.180 Declarations of Interest: None

23.181 Requests for Dispensation: None

23.182 Minutes of the Full Council meeting held on 19th October 2023.
RESOLVED: The minutes of the meeting required a minor amendment and were then approved and signed by the Chair.
PROPOSED: Councillor Melson **SECONDED:** Councillor Smith

23.183 Public Session: None

23.184 Response to Public Participation: None

23.185 Reports from County and District Councillors: Written reports were received from District Cllrs Malcolm Wallace and Danny Lee, and County Cllr Hugh Lumby, and circulated prior to the meeting. County Cllr Lumby confirmed that following his recent request to HCC, there had been no update on U189. HCC has confirmed that it no longer has a requirement for the old Chippings Depot at Sheep Pond Lane. It has been earmarked for disposal and will be marketed in due course.

23.186 Clerk's Report including updates on previous decisions: Verbal report Noted.

- 23.187 Finance Reports:** Received and Noted
- a. **NOTED:** Financial Status and bank balance
 - b. **APPROVED:** Payments as per approval list
 - c. **APPROVED:** The NALC 2023/24 pay scales were accepted and the Clerk's salary will be increased in line with the national scale and back dated to April 2023.
- PROPOSED:** Councillor Melson **SECONDED:** Councillor Smith
- d. **NOTED:** The **Clerk** is to propose a draft budget for 2024-25, and finalise with **Cllr Matthissen** for circulation before, and approval at, the December meeting.
 - e. **APPROVED:** The Banking Signatories are in the process of being updated to include Cllr Matthissen. It was agreed that Cllr Avison should also have approval authorisation abilities. The Clerk is to action this as soon as possible.
 - f. **NOTED:** Unity Corporate MultiPay Card. It was agreed to review other banking/deposit accounts to ensure the precept and reserves gain the most interest possible. A pre-paid card or PC credit card would also be useful for a transparent audit trail on spend, rather than expenditure made on behalf of the PC by individuals and reclaimed. **Cllr Matthissen** is to consider other options.
- 23.188 Planning Report:** Received and Noted
- a. **NOTED:** New applications and decisions.
 - b. **NOTED:** The current open and closed enforcement cases were noted.
 - c. **DEFERRED:** The Parish Priority Statement is deferred whilst the flexibility on the closing date is explored. **Cllr Melson** to follow up.
 - d. **NOTED:** A meeting was held 20th October at the school with WCC Public Protection Lead David Ingram re. the Japanese knotweed. Feedback has been received explaining the process and will be circulated to all councillors.
- 23.189 Green Spaces Report:** Verbal report Noted.
- a. **Recreation Ground:** The Play Inspection Company report and the 5 year plan for play equipment maintenance/upgrade was circulated to all councillors. **Cllr Dennington** is to feedback to Full Council on proposed next steps.
 - b. **Pavilion:** **Cllr Dennington** is to provide quotes for storage at the pavilion and for an improved outside area.
 - c. **Cemetery:** The additional yew trees have been ordered and a working party of volunteers from the Allotment will transport and plant the yews.
 - d. **Garden of Reflection:** A Parish Council wreath was laid by Cllr Avison following the Remembrance Service.
- 23.190 Highways Report:** Verbal report Noted. Cllr Smith reported that he had met with Mr Dampier, Droxford Junior School, to discuss road safety issues.
- a. **APPROVED:** Cllr Smith presented the White Gates Initiative proposal that has been drawn up in collaboration with HCC. It was agreed to move forward with this and was understood that there was a 6 month lead time. **Cllr Smith** to continue progressing the project. The Chair thanked Cllr Smith for the advancements made to date.
 - b. **NOTED:** The next visit by the Lengthsmen will be 30th November. The **Clerk** will liaise with **Cllr Richardson** to agree the work schedule.
 - c. **NOTED:** The handover from the previous Footpath Warden is ongoing. The HCC template for Parish Councils to notify landowners of required clearance of overgrown vegetation is to be adapted for residents with properties that back on to Footpath 12.

- 23.191 Sustainable Droxford Report:** Verbal report Noted. There is £146 remaining from the Waste Prevention Grant. Two swap events have taken place, with a further two in the planning stages. A date was set for the next Sustainable Droxford meeting for 28th November 2023. **The Chair** and **Cllr Hawkesford** are to draft an agenda.
- 23.192 Correspondence received:**
a. NOTED: A letter of thanks was received from Winchester Citizens Advice Bureau following the grant awarded by Droxford PC.
- 23.193 Agenda Items for next Full Council meeting**
- 23.194 Date of the next meeting:** 6.00pm Thursday 14th December 2023, Droxford Village Hall