

MINUTES
DROXFORD PARISH COUNCIL MEETING
6.00 pm Thursday 13th January 2022
Droxford Village Hall, Droxford

PRESENT: Councillors: Mark Dennington, Colin Matthissen, Janet Melson (Chair),
Di Shepherd, Lewis Smith, Chris Horn

IN ATTENDANCE: County Councillor Hugh Lumby
County Councillor Frank Pearson
Ailsa Duckworth – Parish Clerk/RFO

PUBLIC: None in attendance

22.01 Apologies for absence
Angharad Heller

22.02 Declarations of Interest
None were declared.

22.03 Minutes of the meeting held 9th December 2021
Minutes of the meeting held on 9th December 2021 were approved as a true and accurate record.

22.04 Chair's Announcements
(1) Review of Matters arising
The Chair reviewed actions and matters arising from the minutes of the 9th December 2021.

- (a) **Planning application review/opinion** – Completed. ITEM DISCHARGED
- (b) **Precept submission** – Completed. ITEM DISCHARGED
- (c) **HMRC agent authorisation – Sheen Stickland** – Completed. ITEM DISCHARGED
- (d) **Cemetery maintenance** – To be discussed under agenda item 8.2
- (e) **Zipwire maintenance** – To be discussed under item agenda 8.2
- (f) **WCC Independent Playground Inspection** – Completed. ITEM DISCHARGED
- (g) **Lengthsmen work** – To be discussed under item agenda 9

22.05 Public Forum

- (i) No members of the public were present.
- (ii) Cllrs Weston and Lumby had provided written reports that were circulated prior to the meeting. Cllr Pearson made note of the Local Plan Settlement hierarchy, which excludes Droxford itself being part of a National Park. The

Chair thanked the Councillors for their contributions. Cllr Pearson left the meeting.

22.06 Planning

1. New Applications and Planning Report – Appendix A

Decisions determined by SDNPA, Enforcement cases and Pre-applications were **NOTED**.

ACTION

Cllr Horn to provide a comment on a planning application, in particular regarding the future plans of the site.	CH
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2. Enforcement: Uplands Park

The proposed discharge of condition 14 (relating to Contamination at the site) was noted. A decision from SDNP Planning has not yet been made.

3. Enforcement: Hill Farm

No update

Cllr Linda Gemmell briefly joined the meeting at this point to provide a WCC update. Cllrs Gemmel and Lumby left the meeting.

22.07 Finance and Governance

1. Payment of accounts

a) **APPROVED**: To authorise payment of accounts listed in Appendix B.

b) **APPROVED**: To ratify payments between meetings made under the Scheme of Delegation (up to £500) or approved by councillors by email (over £500).

Namely: Receipts submitted following DNW meeting (£51.37)

c) **NOTED**: To review Bank Reconciliation for December.

2. The Pavilion

a) **NOTED**: No new hirings made. Retrospective notification of hiring 31/12/2021.

b) **NOTED**: Water supply to be labelled.

c) **ONGOING**: The Pavilion hire agreement is to be reviewed and finalised. It was to be confirmed that the agreement included that Chinese lanterns were not permitted, due to their fire risk.

ACTION

Clerk to check previous years' invoices for Recreation Ground upkeep. Pavilion hire agreement to be reviewed and finalised.	Clerk
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3. CIL Annual Monitoring Return 2021

NOTED: The Return for 2021 is outstanding. The Clerk will follow up and submit.

ACTION

Prepare and return the CIL Annual Monitoring submission.	Clerk
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4. Internal Audit – 21st January 2022

NOTED: Internal Audit will review cashbook for October – December 2021, insurance and asset register. (Post meeting note – audit has been deferred until 4th February 2022.)

5. Date for Annual Meeting 2022

DEFERRED: Meeting date to be agreed at next meeting following review of regulations regarding election year.

ACTION

Clerk to check how elections impact on timing of PC Annual Meeting.	Clerk
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22.08 Allotments, Recreation Ground and Cemetery

1. Parish Green update

General approval for the plans has been ascertained, with a strong preference to dispense with gates and provide bollards. Final plans will be clarified on the website and no further public consultation will take place. Quotations will need to be sought and included on the next agenda.

2. Green Spaces Working Group Report

The Green Spaces Working Group Report was received. Cllr Shepherd confirmed that all work at the cemetery had been completed, thanks to the many committed volunteers. An article will be included in the next copy of The Bridge to promote the improvements made. Further plants are to be purchased with the remaining balance from the recent upgrade works. Signage, in particular at the playground and the cemetery, is to be reviewed and updated where required. Lastly, there are 3 grant applications in progress.

The Chair commended Cllr Shepherd on her commitment to the cemetery work, and her success in harnessing the support of the volunteers, who have worked tirelessly to achieve the results. The Councillors reiterated the Chair's formal thanks.

ACTION

To review signage and regulations around signage requirements.	Chair/DS/Clerk
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22.09 Lengthsmen

A visit is scheduled for 14th January 2022, and a schedule has been provided. This is to be shared with the Footpath Warden.

22.10 Footpaths & ROW

No update to report.

22.11 Roads & Highways

Cllr Smith provided an update on the TSID deployment. The next deployment is from 1st February 2022 for 2 weeks and will face south for this duration. It was noted that perception of speed could differ to actual speed recorded. Highways have suggested that there are two 30mph signs that could be replaced, and Cllr Smith will take that forward. Finally, Cllr Smith referred to the issue of HGVs attempting to access

Axton's Farm via satnav and using roads unsuitable for such articulated lorries. If further instances are reported, these will be taken to Highways for their consideration.

22.12 Correspondence and other matters requiring the Council's attention

- a) Correspondence was received from Rob Medway regarding the proposed drainage of foul water into the River Meon from the Uplands site, in particular whether this element of the application had been approved. Clarity was sought due to the volume of amendments to the plans.

ACTION

Comment to be forwarded to the relevant Planning Officer, with response copied to PC, noting that the PC supports these concerns.	Clerk
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- b) **IN PROGRESS:** The Queen's Platinum Jubilee Celebrations (2-5th June 2022) – A competition to decorate gardens was discussed, with a prize for the winning garden.

ACTION

Idea to be discussed and taken forward.	Chair/DS
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22.13 Information Exchange and items for the next meeting.

A Motorbike Noise and Speeding Teams meeting invite taking place on Friday 14th January 2022 has been shared via the Droxford web. Joining information is included in the invitation.

22.14 Date of the next full Parish Council meeting

6.00pm Thursday 17th February 2022, Droxford Village Hall.