

LONGSTOCK PARISH COUNCIL
1930 MONDAY 16th DECEMBER 2019 IN THE VILLAGE HALL

Present: Cllr Sophie Walters (SW) - Chairman
Cllr David Burnfield (DB)
Cllr Charles Grieve (CG)
Cllr Ivan Gibson (IG)
Cllr Selina Musters (SM)
Cllr Angie Filippa (AF)

In attendance: Clerk Mark Flewitt (MF), and Colin McIntyre, Leckford Estate

1. **Apologies:** Cllr John Eastwood, Andrew Gibson (HCC Councillor) and Tony Ward (TVBC Councillor)
2. **Minutes of Meeting of 11th November.**
The minutes were unanimously agreed for adoption and signed.
3. **Matters Arising:**
Highways & Traffic.
 - **21414966** – The hole at the bottom of the drive to the old dairy now LOYO. This will be repaired by Leckford Estate
ACTION: CM - in hand within the Leckford Estate work schedule
 - **Recreation Ground car park** – Leckford Estate to start work in Spring 2020. A proposed schedule of work timing will be provided. HCC Archaeological Dept must be advised in advance when work starts. **ACTION:** CM and MF
 - **21457516** – Empty grit bin at Longstock Park/Garage Cottages has been reported and registered, but not yet filled. **ACTION:** MF - a chaser has been registered on Hantsweb
 - **Roman Road Potholes**– AF mentioned large potholes outside 20 Roman Road. To be reported on Hantsweb. **ACTION:** MF
4. **Planning Applications.**
 - Test Lodge – rear extension to provide additional living space and a larger balcony and terrace – PC Support. **ACTION:** MF
 - Old Cart Shed – amendment from 2 to 3 bedrooms, change in parking space area, and installation of oil tank – PC No Objection, but comments about the adequacy of 2 parking spaces for proposed 3 double bedrooms, and the non-visibility of the new oil tank behind the retaining wall on the road. **ACTION:** MF
 - Tickle Trout Cottage – tree works – PC No Objection. **ACTION:** MF
5. **Finance.**
 - GDPR – MF confirmed that we have received the annual registration certificate for the Parish Council as Data Controller – cost £35

- Section 137 - MF reported that the Section 137 limit amount for 2020/21 is £8.32 (£8.12 for 2019/20). This represents approximately £3,200 within the Parish Council budget that can be used to cover expenses of direct benefit to the parish and its residents, e.g. recreation ground inspections, the remembrance wreath, school prize donations, LPC laptop maintenance etc.
 - 2020/21 Budget – MF presented a draft budget and accompanying notes (as per attached) showing a projected opening cash position of £2.5k, total income of £10.4k including maintaining the precept at £8k, operating expenses of £8.3k, to leave an April 2021 projected year-end cash position of £4.6k. No allowance has been made in this budget for further costs related to new streetlights in the Roman Road area, which could be in the region of £5k all-in. SW asked whether further grants might be available, and if the new lights could be bought and installed in 2 stages. SM will consult with the suppliers and the installers. **ACTION:** SM
 - 2020/21 Budget continued – Councillors unanimously agreed to adopt the draft budget, and fix the precept at £8k once again. **ACTION:** MF
 - Newsletter Colour Printing – MF and SM advised that the additional cost of colour printing for each issue is £10 set-up plus £14.70 per page. For 4 colour pages across 6 issues each year the extra cost would be £412 pa (£68 x 6). MF estimated that additional income from advertisers for colour adverts should be in the region of £300 pa. Councillors unanimously agreed an additional allowance of up to £300 to allow the Newsletter editors to produce colour pages in 2020, with an interim review of the resultant cashflows to be carried out in June 2020. **ACTION:** MF
 - Additional £500 HCC Grant Request: The Parish Council will review possible projects to submit a grant request to HCC as soon as possible. **ACTION:** SW/MF
6. **Neighbourhood Plan (NP).**
- AF had already tabled in advance of the meeting an update on the NP Steering Group's (SG) activities. These included the compilation and initial review of the residents' responses to the questionnaire.
 - Councillors congratulated the SG on the high level of responses generated to the questionnaire of 50%+
 - The responses are now being collated and analysed to identify residents' priorities and to set the NP's vision and objectives. This will be followed up with an all-community event in the New Year (Jan/Feb) to provide feedback to residents. **ACTION:** AF
 - In response to a previous query from JE, AF confirmed that the NP Project Plan is copyrighted to the retained consultants Plan-et. The IP is protected, and the SG is not authorised to release the Project Plan details
 - SG Terms of Reference – the proposed Terms of Reference for the SG were circulated by AF (attached). The document was reviewed and then submitted for approval – Proposer CG, Secunder IG. Unanimously approved by Councillors.
 - MF confirmed that with the approved Terms of Reference of the SG, the application process for the first tranche of grant funding can be initiated. **ACTION:** MF/AF

7. **Longstock Village Website.**

- In JE's absence it was noted that the new Longstock Village website was now available on-line, through the Hugo Fox platform
- MF confirmed that the up-loading of the Parish Council's statutory information (Agendas, Minutes, Accounts etc) has been started, and that MF and JE will continue to work on this. **ACTION:** MF/JE
- Following up on a previous question on the security of the new website, SW will review with JE that the HTTPS format provides the security level required. **ACTION:** SW/JE
- CM will also check with Leckford Estate to see if the Parish Council can use Leckford's security capability for the website. **ACTION:** CM
- SW confirmed that the PC holds the relevant OS Licence to be able to display an OS map of the parish on the website, to include footpaths etc. **ACTION:** JE
- The Parish On-Line platform is also available for mapping, at a hosting cost of £100 pa, which was considered excessive by Councillors
- As previously agreed, a £450 invoice from WDPJ Media for the originally contracted website work is now due for payment, following their full co-operation in the setting up of the new website. **ACTION:** MF

8. **Councillors' Reports.**

a. Affordable Housing. (DB). NTR from DB

b. Allotments, Cemetery, Trees. (IG).

- IG reported that additional work on the wildlife area on the allotments has been carried out, with a larger pond installed
- MF reported that the ashes of Carl Jeanes were buried in his parents' grave in November.
- IG raised the possibility of planting more Beech trees on the main road opposite Terstan, but no decision taken at this meeting.

c. Footpaths and Lengthsman. (CG).

- CG reported on Footpath 12 at Roman Road that Daniel Busk, the landowner had finally fulfilled his responsibility to cut back the hedges.
- The Lengthsman's next jobs will be the bridge at Stockbridge, and to clean the road signs through the village. **ACTION:** CG
- CG advised that the HCC funding of the Lengthsman has been approved for the 2020/21 period
- HCC Annual Vegetation Cutting – CG advised that footpaths 3-6-11-12 have been requested as priorities for the 2020 year as per the usual annual review process. **ACTION:** CG

d. Test Valley School. (AF).

- MF advised that a letter of thanks has been received from the school for the PC's donation towards the annual prize-giving ceremony
- SW and AG attended the School Prize evening on 21st Nov. SW felt that the

recipients of the prizes might benefit from some prior coaching on the etiquette of shaking hands.

e. Environment and Website. (JE). NTR in JE's absence

f. Village Hall and Street Lights. (SM).

- The remaining Heritage lights have now been installed and the final installation bill to Utili-Light may be paid. **ACTION:** MF
- SM is still trying to deal with SSE on electricity consumption of the new lamps in order to reduce the bills. **ACTION:** SM
- MF is liaising with our Insurers to confirm that the new lights are covered for insurance. **ACTION:** MF
- The £1k grant from HCC towards the cost of the streetlights, has now been received
- Nothing to report on the Village Hall

g. Playground and Henry Smith Charity (SW)

- On Henry Smith SW advised that letters of thanks have been received from various beneficiaries of the HSC funds. There is a current bank balance of £415 available.
- SW advised that Henry Smith have requested a copy of the PC's Safeguarding Policy. MF will request the equivalent Village Hall policy to act as a template for the Parish Council. **ACTION:** MF
- SW suggested that new Fitness Equipment for the Recreation Ground might be suitable for grant funding from HCC and/or sponsorship by local businesses. **ACTION:** SW/MF

h. Leckford Estate. (CM).

- CM advised that the Manager of Longstock Nursery is moving on to a new job
- The Longstock Nursery team have just completed the installation of a garden on the roof of the John Lewis department store in Southampton.
- 2019 has seen an excellent grape harvest on the Estate.

9. **Correspondence**

a) MF advised that notice has been received from TVBC of the re-naming of two properties:

- 2 The Grange, is now The Old Grange
- Halfway Cottage, is now Bumblebee Cottage

b) HCC Vision for Hampshire 2050 - Briefing and Workshop on 9th Jan. MF (+ one Councillor?) to attend. **ACTION:** MF (+1?)

c) As part of a consultation on increasing Police powers to deal with unauthorised encampments, we reported no such incidents in Longstock over the past two years

d) SW asked Councillors to respond to a survey from Barton Stacey on the new proposed incinerator. **ACTION:** ALL

e) TVBC Mayor has invited all Parish Councillors to a meal to celebrate the Chinese New Year at the Golden Dragon on 28th January. Price £25 per person, with any surplus going to local charities

10. **Any Other Business/public comment.**

IG mentioned the continuing problem of cars parking on the bridge over the Test on Stockbridge High Street. AF said this causes considerable problems for people with pushchairs who are forced in to the road in order to pass by.

11. **Date of Next Meeting.** Monday 13th January. Due to a clash of dates, SW proposed that the March meeting be moved from 9th March to 16th March. Agreed and noted

Cheques Signed:

1116	DW Windsor re Streetlights (Replacement cheque)	£6,188.10
1117	SM re Sarsen Press	£211.72
1118	SSE re Electricity	£34.73
1119	WDPJ Media (re Website)	£450.00
1120	IG re mowing contract	£500.00
1121	Utili-Light Ltd (re streetlight installation)	£1,353.00

The Chairman closed the meeting at 21.30.