

**LONGSTOCK PARISH COUNCIL**  
**1900 MONDAY 20<sup>th</sup> APRIL 2020 – VIRTUAL MEETING BY ZOOM**

**Present:** Cllr Sophie Walters (SW) - Chairman  
Cllr Charles Grieve (CG)  
Cllr Selina Musters (SM)  
Cllr Angie Filippa (AF)  
Cllr David Burnfield (DB)  
Cllr John Eastwood (JE)  
In attendance: Clerk Mark Flewitt (MF), Andrew Gibson (AG) HCC Councillor, and Tony Ward (TW) TVBC Councillor

1. **Apologies:** Ivan Gibson (IG), and Colin McIntyre (CM) of Leckford Estate,
2. **Minutes of Meeting of 16<sup>th</sup> March.**  
The minutes were unanimously agreed for adoption and signed.
3. **Matters Arising:**  
**Highways & Traffic.**
  - **LOYO Holes** - At the bottom of the drive to the old dairy now LOYO. **ACTION:** CM – still in hand within the Leckford Estate work schedule in due course
  - **Recreation Ground car park** – Leckford work scheduled for Spring 2020, but current Covid-19 crisis may delay. HCC Archaeological Dept to be advised in advance. **ACTION:** CM /MF
  - **Empty grit bin** at Longstock Park/Garage Cottages reported and registered, but job shows as completed. Another chaser has been submitted. **ACTION:** MF
  - **21489041** – Potholes on Church Road. Work done, but damage to the churchyard wall. AG has chased HCC. **ACTION:** AG
  - **21481978** – Bridge and Rails on Bunny demolished. Work scheduled for 22-23 April. **ACTION:** MF
  - **21489579** - 2 new potholes outside Windover Farm, reported and acknowledged on Hantsweb and passed to contractor. **ACTION:** MF to follow up
  - **21496438** – new pothole outside 20 Roman Road reported and logged. **ACTION:** MF
  - **HCC Additional £500 Grant** – Repairs to Phone Box proposed. AG confirms availability of new grant pot. **ACTION:** SW/MF
  - **Bottle Bank** – Stockbridge PC are also interested in returning the Bottle Bank to a site next to The White Hart owned by HCC. AF to coordinate with Stockbridge PC. **ACTION:** AF
  - **Dog Walkers** – Parking for Stockbridge Down and Marsh is now closed. SW confirmed that professional dog-walkers should have their business details marked on their vehicles. In the event of any anti-social behaviour, photos of number plates

will be useful, and the TVBC dog warden will re-engage on this post-Covid-19. **ACTION:** SW

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4. **Coronavirus Update**

- SW reported that Longstock has been divided into 14 patches, with a “key person” appointed in each one to maintain contact with residents. Shopping trips have been undertaken where necessary.
- Items from the food reserve received from Home Sense in Salisbury were distributed for Easter and well received.
- The remaining food reserve remains available to cover urgent basic needs, and the PC agreed that any items left over at the end of the Covid-19 crisis should be made available to the Village Fete. **ACTION:** SW
- A letter of thanks to be sent to Home Sense from the PC with a photo of the food reserve. **ACTION:** SW
- SW advised that a £500 TVBC grant to cover emergency Covid-19-related needs has been applied for, and promptly processed and approved.
- SW has also submitted a request for £1.8k additional Henry Smith charity funds. These will be used for Covid-19 hardship issues, including providing financial support to residents that are furloughed or on zero-hour contracts.
- AF advised that pot plants have been donated from Kirton Farm for residents.
- An extra village newsletter is to be published during the current crisis to provide support/information/entertainment to residents. **ACTION:** SW
- TW advised that
  - TVBC waste collections services are continuing,
  - Local homeless are being housed in available properties in the area and in Southampton
  - £18.3 million of business grants have been distributed to support businesses in the crisis
  - Fly-tipping cases are stable despite fears that they could increase as waste tips are closed
- AG advised that waste tips are closed as they are considered to be non-essential, and it would be impossible to maintain social distancing in them
- CG proposed a vote of thanks for SW’s efforts in leading the village and PC response to the Covid-19 crisis. Unanimous support from Councillors.

5. **Planning Applications.**

- Garage Cottages – conversion of garages and storage space to three 2-bedroom dwellings. Plans reviewed on-line. PC SUPPORT. **ACTION:** MF
- 10 Longstock – replacement of windows and repairs to wall. Plans reviewed on-line. PC SUPPORT. **ACTION:** MF

6. **Finance.**

- MF advised the statutory time limits for the completion and publication of the PC accounts have been extended by 2 months in the Covid-19 crisis
- The year-end accounts are ready, and the auditor Patrick Coates has confirmed he is still available for the work. MF to contact Patrick Coates in 2-3 weeks to make audit arrangement, subject to latest Covid-19 instructions. **ACTION:** MF
- The Q4 bank reconciliation is ready, showing a reconciled closing balance of

£2,973.18, compared to a budgeted year-end figure of £2.5k. The principal variations were an additional TVBC NDP grant receipt of £1k, and a pending VAT recovery of £450. **ACTION:** MAF re VAT

- CG agreed to review and sign the paper bank reconciliation. **ACTION:** MF/CG
- Following the receipt of a Groundwork NDP grant for £3,060, and the payment of £2,040 (+VAT) to Plan-et consultants, the unused balance of £1,020 at year-end has been returned as per the grant regulations
- Contract Renewals:
  - £2k pa contract with IG for the mowing of the Cemetery and the Recreation Grounds. DB confirmed that IG is willing to continue.
  - £2k pa wage contract with MF as Clerk to the PC. MF confirmed his willingness to continue.
  - Unanimous agreement of Councillors to renew both contracts. **ACTION:** MF/SW
- MF advised that the initial 2020/21 £4k precept payment has been received from TVBC
- Cemetery Benches
  - MF advised that the Lengthsman has completed the cleaning of 1 of the benches and has submitted an invoice for £100 – payment agreed. **ACTION:** MF
  - MF advised that £100 has been received from the Hunter family for the bench cleaning
  - SW confirmed that she has cleaned and re-oiled 2 other benches, and will continue with the remaining ones with help volunteered from JE. **ACTION:** SW/JE
- MF advised of receipt of £220 cheque from Dunning Funeral Directors for a cemetery plot for Walter (Jo) Goddard. MF to re-check with Dunning whether this is for the burial of ashes in a new plot or an existing family grave. **ACTION:** MF
- MF confirmed that a monthly subscription to Zoom Pro has been taken out to allow virtual meetings, at a cost of £14.39 per month. The subscription can be cancelled at any time, once the current restrictions have been eased. **ACTION:** MF

#### 7. **Neighbourhood Development Plan (NDP).**

- AF advised that, due to the Covid-19 crisis the NDP process has been put on hold and scheduled community engagement events cancelled, but that a “skeleton” document has been provided by the consultants as a basis for work to re-commence post-Covid-19
- AF will begin the application for a new grant from Locality/Groundwork to cover the next phase of work, including the technical support required to prepare a housing needs survey. **ACTION:** AF

#### 8. **Land South and West of Test Valley School**

- MF informed that, as agreed, he has advised WYG of Longstock’s PC’s willingness to agree to a public meeting, in line with Houghton PC’s position

9. **Councillors' Reports.**

a. Affordable Housing. (DB). NTR

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

c. Footpaths and Lengthsman. (CG).

- CG advised that the Lengthsman's work will include: repairing the new fingerpost on Church Lane which has already split; cleaning the benches by the War Memorial, the Bunny and near Roman Road; clean up the noticeboards. There will not be a litter-pick at this stage.
- The Lengthsman will also prepare a quote to repair and repaint the telephone box. AG/TW advised that a grant will be available for this work. **ACTION:** CG.

n.b. SW mentioned that a resident's grandchildren were seen climbing on the War Memorial, which should be strongly discouraged

d. Test Valley School. (AF).

- The school is closed, but still dealing with children of key workers and vulnerable children
- AG advised that the future of the swimming pool should form part of the future plans of the school, and could be an opportunity to attract further investment and develop local community relationships.
- TW advised that funds are available to support development within the Test Valley area, integrating the pool and the gym as a community asset. A business plan should be prepared.
- AG mentioned that within HCC's Education Dept the future success of Test Valley School is a key priority because of its large catchment area. With Covid-19 the plans being prepared by the Westgate School team are temporarily on hold, but the re-establishment of a disciplined environment in the school is a major priority.
- SM mentioned that a resident on Houghton Road had expressed concern about some spindly trees next to the playing fields, which are unsafe and are close to electricity cables. AF will follow up at the school. **ACTION:** AF

e. Environment and Website. (JE).

- JE mentioned that the draft Resilience Plan document previously circulated for Councillors to review and comment is still pending approval. **ACTION:** All
  - JE was nominated to be the Councillor responsible for leading on Resilience. **ACTION:** JE
- JE and SW will contact photographer Paul Hewitt via his website about his photos being uploaded onto the village website. **ACTION:** JE/SW
- A drone owner has also been taking photos in the village, and may be willing to submit them to the website
- Resident Nigel Rugman has also volunteered to send photos. **ACTION:** JE
- JE also encouraged all Councillors to submit their own photos. **ACTION:** All

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

- SM advised that the Village Hall is closed, but the insurance company insists

- on weekly checks
- SM still awaiting the correct price quote for new streetlights in Roman Road.  
**ACTION:** SM

g. Playground and Henry Smith Charity (SW)

- SW confirmed that the Recreation Ground is closed.
- DB confirmed that he has obtained the replacement basketball boards and will arrange to install them once conditions allow. **ACTION:** DB
- SW confirmed that the annual ROSPA inspection and the review by the TVBC team have been deferred for the time being. **ACTION:** SW
- SW advised that a further £1.8k Covid-19 grant has been requested from Henry Smith Charity to alleviate hardship. Response pending.
- So far 4 cheques have been sent to local residents in difficult circumstances, having been furloughed or with zero hours employment
- For future urgent payments SW will seek email confirmation of approval from Councillors. **ACTION:** SW

h. Leckford Estate. (CM). CM had submitted a brief update through the Clerk. The Farm Shop continues to operate, and from Friday 25<sup>th</sup> April, activity will expand to the Nursery. Orders can be submitted through the website, with local home deliveries of plants and groceries.

## 10. **Correspondence**

- MF advised that the latest Strategic Housing and Economic Land Availability Assessment (SHELAA) shows 4 plots in Longstock
  - 20 dwellings on the field currently occupied by the allotments, owned by the Diocese of Winchester
  - 25 and 12 dwellings on the land next to the Cemetery and the adjacent land at Charity Farm. DB mentioned that some of this land had been earmarked by Leckford Estate for 18 affordable houses
  - 46 dwellings on the land adjacent to Test Valley School. (A further 150 dwellings are shown in the Houghton SHELAA next to the school)
  - TW mentioned that the Church has been seeking approval for residential development on the Kings Somborne allotments for a couple of years. They would be obliged to provide “equivalent” land to move the allotments, which a developer would deal with.
  - A potential defence would be the designation of the allotments area as a “green space” within the NDP. **ACTION:** AF
  - TW will keep us updated on any news on the Kings Somborne site.  
**ACTION:** TW
- MF will continue to forward to Councillors regular Covid-19 updates from NALC/HALC. **ACTION:** MF
- SW advised that village residents are making scrubs clothing for local NHS and Care providers
- SM advised that the local WI are making laundry bags for use by Key Workers

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

- AG advised that a further £10k Grant pot had been made available to him in the current crisis. He has already provided £1k to an Armed Forces Food Bank initiative in Andover
  - o AG advised that a £500 grant request from Longstock PC for additional services related to alleviating Covid-19 hardship would be welcome, and that a further £500 to cover the repair and refurbishment of the Telephone Box would also be appropriate. **ACTION:** SW/MF/CG
  - o Stockbridge PC has made a £1k grant request to AG, which he is considering
- MF confirmed that the Annual Parish Assembly (APA) which was due to be held at this meeting, cannot be a virtual meeting, and so has been postponed for the time being as per instructions from HALC. Further information will follow in due course. **ACTION:** MF
- MF also advised that recent Local Government legislation means that the Annual General Meeting of the Parish Council, usually held in May, can be deferred for 2020, and that the current holders of positions, in our case the Chairman, can continue through to 2021
- SW thanked all Councillors for their commitment to the local community efforts to deal with the Covid-19 situation

12. **Date of Next Meeting.** Monday 11<sup>th</sup> May – via Zoom at 7.00pm

Cheques Signed:

1134	Groundwork re NDP Grant	£1,020.00
1135	SSE re Electricity	£33.59
1136	SL re Cemetery Bench	£100.00

The Chairman closed the meeting at 21.00.