

LONGSTOCK PARISH COUNCIL MEETING
19:00 MONDAY 10th JUNE 2024 IN THE VILLAGE HALL

Present: Cllr Alice Foster (AFo) – Chairman
Cllr Selina Musters (SM) – Vice Chairman
Cllr Kirsty Dominick-Gibson (KDG)
Cllr Angie Filippa (AF)
Cllr Charles Grieve (CG)
Cllr Sarah Johns (SJ)
Cllr Beccy Soper (BS)
In attendance: Clerk Gill Bulpitt, David Drew (DD) HCC Councillor (part of the meeting) and 1 resident

- 1) **Apologies:** Colin McIntyre (CM), Leckford Estate; Ian Jeffries (IJ) TVBC; Nicky Goodridge TV School
- 2) **Declarations of interest:** None for this meeting. All Councillors asked to confirm if there were any amendments required to their previously signed Declarations of Interests. All Councillors confirmed no amendments required.
ACTION: Clerk to update TVBC
- 3) **Minutes of PC Meeting of 12th May 2024**
 - Unanimously agreed for adoption and signed by AFo.
- 4) **Points from the Floor**
 - None
- 5) **Planning**
 - a) Charity Down Farm (x2 variations to 22/01857/FULLN) – Variation 2 reduce farm building size and materials for Condition 7 - It was unanimously agreed that the PC would SUPPORT these proposals. **ACTION:** Clerk to report to TVBC
 - b) Tree Works – Lillie Cottage - It was unanimously agreed that the PC would SUPPORT the proposals. **ACTION:** Clerk to report to TVBC
 - c) Previous applications TVBC decisions: None
- 6) **Highways**
 - a) The Clerk maintains a spreadsheet of all reported concerns. Any questions – refer to the Clerk.
 - b) Issues raised for reporting – Vegetation overgrown on Salisbury Hill between the crossroads and Roman Road. It has encroached onto the pavement and pedestrians have to pass by going off the pavement onto the road and it is preventing access for a mobility scooter. **ACTION:** Clerk to report and then escalate to DD who will endorse this as an urgent problem.
 - c) Ash Trees on Salisbury Hill – these have been marked but no action taken and these trees were to be attended to by HCC before April. **ACTION:** Clerk to chase
- 7) **Finance**
 - a) **Monthly Finance Report** – Clerk circulated PC Bank account status also showing approved May payments and income receipts. Reviewed and approved. The Bank balance is £23,028.08. Cllrs noted the income and expenditure. Sarsen Press (x2) £33.00 and £320.00, RoSPA £127.20 and Grass Contractor £550.00 invoices approved and signed by 2 councillors.
 - b) **Model Financial Regulations** – Draft pre-circulated to PC. The Council considered the regulations and resolved to agree to adopt these regulations. **ACTION:** Clerk to update on website
 - c) **Audit Timescale** - Clerk advised the accounts are with the internal auditor Patrick Coates. Target dates for the exercise of public rights to examine the accounts are 26th June to 2nd August. **ACTION:** Clerk
- 8) **Councillors' Reports**
 - a) Affordable Housing and NHP. (AF)
 - Affordable housing – Clerk advised that TVBC have drawn up the s106 legal agreement and this has just been sent to Rural England for their approval. **ACTION:** Clerk to keep chasing for updates
 - NHP – NHP team in discussion with TVBC about how the Longstock NHP fits with the current TVBC Local Plan and the proposed new TVBC 2050 Local Plan. There are some questions that require clarification before the NHP can be put forward to TVBC for review. **ACTION:** AF

b) Allotments, Cemetery and Henry Smith Charity. (KDG)

- Allotments – now full with a waitlist.
- Cemetery –
 - There has been an increase in the number of ornaments (including glass ones) that are appearing on graves that is making the strimming difficult and hazardous. **ACTION:** KDG and Contractor to remove items to enable strimming and then replaced. KDG will review the ornaments in relation to the regulations and consider what action, if any to take and provide an update to the burial committee.
 - Broken gravestone – the contractor has escalated an issue with a ‘broken headstone’ and if this can be removed as it is hazardous when cutting the grass. Investigation by the Clerk has currently failed to identify the grave ‘owner’ and it is unclear who this stone relates to. If it is a headstone then there is a standard procedure that needs to be followed under The Local Authorities Cemeteries Order 1977 before it can be removed. Further investigation required. **ACTION:** KDG and Clerk
- Henry Smith – There is a small amount left of the current fund (approx. £500). This does not need to be spent before applying for the next grant. Therefore the Council resolved to maintain the balance until a need is identified. KDG will apply for the new grant.

c) Footpaths and Lengthsman and Past Chairman Board (CG)

- Footpaths – Undergrowth appears more this year. Council should be prepared for adverse comments.
- Lengthsman – In May, he did a litter pick and cleaned the 10 benches. In June he will cut back the snicket leading to the Recreation Ground, dig out the grips and tidy up around the Bunny bench.
- Seasonal Vegetation Management on Public Rights of Way – letter received from HCC regarding the reduction in the cutting schedule this year in view of budget constraints at HCC. CG has tried to obtain further details but unable to get through on the telephone. This feedback was given to DD along with the late receipt of the message to PC’s after budgets have already been approved. CG will consider the impact for Longstock and present ideas to mitigate the impact for consideration by the Council. DD undertook to email a contact telephone number for the HCC Countryside Service. **ACTION:** DD
- Vote of Thanks proposed by CG for Tom Raban who cut the vegetation growth along footpath 6. **ACTION:** Clerk/Chairman to send card.
- Benches – Comprehensive report provided by CG detailing the current condition of the Village benches, some of which are over 40 years old. CG presented a proposal which has been agreed with the Lengthsman for this work. A number of conflicting views emerged. No decision was taken on a bench refurbishment programme at this time. He state of the undergrowth on Salisbury Hill was raised and the Council agreed that removal of the vegetation on Salisbury Hill took priority over the bench work for the Lengthsman. However DD was asked to take on this task instead as he had previously arranged this in previous years. He agreed but asked The Clerk to email a photo to jog his memory and for him to show the HCC team. **ACTION:** Clerk/DD. AF advised a parishioner would like to purchase two new benches for the war memorial area and may be willing to do work on the other benches (and noticeboards). Any new benches would be gifted to the Council and they would undertake ongoing maintenance of the assets. **ACTION:** CG and AF to discuss a way forward
- CG wished to provide a vote of thanks to Richard Filippa for doing an excellent job of re-conditioning the notice board at the War Memorial. **ACTION:** Clerk/Chairman to send card. Additionally AF advised we should send thanks to SB Joinery who donated 2 new oak struts for the notice board.
- Telephone Box – The telephone Box needs repair as the wood is rotten and the glass panels may need replacing. **ACTION:** Clerk to investigate costs and add to agenda for next meeting.
- Cemetery Hedges – These require some maintenance as they are overgrown. The bench has been moved forward away from the hedge and the noticeboard cleared. **ACTION:** Clerk to investigate the grass cutting contract with KDG to propose a way forward.

d) Test Valley School, Litter Picking, River Test Pollution, Website and Longstock Road Safety Plan. (AFo)

- Test Valley School – Disappointing news that the HISP Multi Academy Trust will not be pursuing the offer of funding for a potential swimming pool at Test Valley School.

e) Environment, Trees, Dog Waste & Newsletter (SJ)

- Newsletter – Positive feedback regarding the content of the latest newsletter. One of the advertisers had a 1/8th page advert when they had paid for a quarter. The Clerk sends a list of all advertisers to the editor with advert size before each issue. **ACTION:** SJ to raise with editor. Concerns raised about some elements relating to the Council being omitted. Newsletter to be a separate agenda item at the next meeting to review progress. SJ to do the front page commentary for the Aug/Sept issue unless the PC decide in good time that there is something more pressing to cover. **ACTION:** SJ
- Environment – The church have a nature camp on Wednesday 12th June.

f) Village Hall and Street Lights (SM)

- Village Hall – All good.
- Street Lights – Utili-light have been chased for estimate to repair the broken light on Houghton Road.

g) Playground (BS)

- Maintenance work is being planned to mend some of the equipment whilst fundraising continues. Items have been ordered from Playsafe and will arrive shortly.
- Other events are planned and the sub-committee will meet to discuss next steps including the RoSPA report.
- KDG raised the overgrown path leading to the playground. **ACTION:** CG to discuss with the Lengthsman.
- Advice given by one of the playground equipment suppliers that the chestnut trees that overhang the furniture at the playground may be contributing to the deterioration. **ACTION:** Clerk to raise with Leckford Estate.

9) **HCC Report (DD)**

- HCC Report provided by DD to PC and is available on the website.
- DD gave update about repurposing playground equipment at closed/closing primary schools. The future of Ampfield primary has yet to be decided and HCC are in discussions with the diocese who own the site. They will discuss the external play equipment and if it is possible for it to be removed and reinstalled. **ACTION:** Clerk to monitor

10) **Parish Council Policies and Procedures**

- a) The Council resolved to ratify the existing four policies detailed below with no changes.
- i) ICO Publication scheme
 - ii) Anti Bullying & Harrasment policy
 - iii) Grievance policy
 - iv) Disciplinary policy
- ACTION:** Clerk to update the confirmation dates on the website.

11) **Vulnerable Villagers Cascade (CG)**

- Not discussed at the meeting. CG will advise when and if to be presented.

12) **Test Valley Association of Parish and Town Councils (23rd May 2024)**

- CG, AF, SM and Clerk attended and provided an update about the informative meeting on planning enforcement.

13) **D-Day 80 (AFo)**

- Thank you to be sent to Leckford Estate for opening the extra field for parking on the Saturday, David Burnfield for providing the stage, generator, chairs and toilet and Tom Kebby for bring the military vehicles.
- Both events were well attended and hit the right tone. Positive comments received from attendees and especially about the event at the memorial, the Children's D-Day quiz on the Saturday plus Ed Hill for sharing his Great Uncle's memoir.
- Vote of thanks to CG and AFo (and other volunteers) for their hard work to make the events such a success.
- Funds raised on the Saturday will be donated to the 5 D-Day charities.

14) **Correspondence**

- a) Items noted on previously circulated report with the agenda
- b) Details provided to Councillors of the Household Support Fund available from TVBC.

15) **Matters Raised and for possible inclusion on next month's agenda**

- Village Benches, Use and Maintenance of the Telephone Box, Update of the Cemetery Regulations, Newsletter, .gov.uk proposals
- The Council agreed to time limit agenda items. 10 minutes per guest and 5 minutes for topic per Councillor with time allowed for questions. Clerk to time manage the meeting.

16) **Date of Next Meeting**

- **Agreed as Monday 8th July at 7:00pm**

The Chairman closed the meeting at 9:15pm

Monthly Finance Report for Longstock PC Meeting

Month: May 2024

Date of PC Meeting: 10/06/2024

Bank Account Status as at 31/05/2024

Current Account	£ 23,028.08
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Income Received in May 2024

(Items included in the current account balance above)

Type	Date Received	From	Description	Amount
BACS	03/05/2024	Private Donation	Playground Fund	£ 500.00
BACS	07/05/2024	TVBC	D-Day 80 grant	£ 460.00
BACS	16/04/2024	Village Hall MC	Playground Fund	£ 500.00
BACS	17/05/2024	Chilbolton Chair	Newsletter Advert	£ 85.00
BACS	20/05/2024	Featherstone Flowers	Newsletter Advert (one off)	£ 25.00
BACS	28/05/2024	Car Storage	Newsletter Advert	£ 85.00

Payments Approved in May 2024

(Items included in the current account bank balance above)

Type	Date issued	Payee	Detail	Amount
DD	01/05/2024	SSE	Street light electricity	£ 65.52
BACS*	01/05/2024	Utili-light	Clean/service streetlights	£ 384.24
CHQ	20/02/2024	HMRC	Clerks Tax	£ 500.00
BACS*	16/05/2024	HALC	Annual Subscription	£ 270.00
BACS*	16/05/2024	Hugo Fox	Website management (annual)	£ 122.28

* Faster Payment authorised by Cllrs

Income to be received (Items received and NOT yet included in the current account bank balance above)

Type	Date Received	From	Description	Amount
None				£ -

Payments Approved (Items NOT included in the current account bank balance above)

Type	Date issued	Payee	Detail	Amount
				£ -

Projected Bank Account Status (including all approved items)

Current Account	£ 23,028.08
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Invoices received and requiring authorisation for payment

Type	Date Received	From	Description	Amount
Invoice	29/05/2024	Playsafety Ltd	RoSPA report (date due 28/06/2024)	£ 127.20