

KINGSLEY PARISH COUNCIL

Minutes of the meeting held on Wednesday 25th July 2018 at 7:30pm In the Kingsley Centre

Present : Cllr R. Fletcher - Chairman
Cllr K. Clayton – Vice Chairman
Cllr C. Rigden
Cllr R. Coury

Members of Public: 2 members of the public and District Councillor David Ashcroft were present

23.34 Chairman's Opening Remarks

The Chairman opened the meeting, welcoming everyone present and pointing out the fire exits.

He also confirmed that Cllr Rigden would take the minutes for the meeting in the absence of the Clerk.

23.35 Apologies for Absence

Clerk – K. Nana Yonko
Cllr C. Millhouse

23.36 Declarations of Personal/Prejudicial Interest

None

23.37 Public Question Time

A member of the public stated that given the current hot weather there is an increased fire risk on Kingsley Common. He reported that there is fire hydrant near the Common (near the junction of Footpath 6 and 7b) but cars and vans are parked such that this hydrant cannot be accessed if required.

Action: Cllr Fletcher will contact the MoD and Fire Service to see what can be done about this.

23.38 Approval of Minutes of the Meetings held on 28th June 2018

The minutes of the meeting held on 28th June 2018 were circulated to all Councillors and were approved at the meeting

Proposed: Cllr Rigden

Seconded: Cllr Clayton

Agree: Unanimous

23.39 Matters Arising

Cllr Fletcher reported that the Parish Council had not had a letter from Cllr Gregory confirming his intention to resign from the Council.

Action: The Clerk will be asked to chase this up.

Cllr Fletcher reported that all the new affordable houses in the village are now occupied. The final mix consisted of 6x1 bed flats, 4x2 bedroom houses and 2x3 bedroom houses. The landowner

has a serviced plot for a three-bedroom house and has the option to build a home for himself in the future.

8 of the properties were affordable rented which were advertised through Hampshire Home Choice (Housing Register). These properties were advertised prioritising people with a local connection with Kingsley. A local connection consists of either, current residence, employment or close family in the Parish for a number of years.

If nobody from Kingsley applied for the homes, we then prioritised applicants with a connection with Headley and then finally East Hampshire to ensure the homes could be let. This is all confirmed in the legal agreement to ensure the homes remain affordable for local people in perpetuity.

EHDC confirmed that 4 of the homes went to applicants with a strong Kingsley connection. 2 homes went to applicants with a connection to Headley, and the other 2 homes went to applicants within East Hampshire.

23.40 Planning Applications

Applications ongoing

51471/006 Unit 7 Waterbrook Estate, Waterbrook Road, ALTON GU34 2UD (HCC planning web site <https://planning.hants.gov.uk/ApplicationDetails.aspx?RecNo=18991>)

Variation of conditions 5, 11 and 18 of planning permission 51471/003 to allow for importation of road planning and the night-time importation and exportation of waste

This has been approved with a condition based on the Kingsley Parish Council objection, that no traffic from the unit will drive along the B3004 through Kingsley at night.

54919/005 Land at Kingsley Golf Club, Forge Road, Kingsley, Bordon

Detached shed for use as a wormery

Awaiting decision

55444/001 Land East of Karma, Forge Road, Kingsley, Bordon

B1(a). B1(b). B1(c). and B2 class Business Units with associated parking areas after demolition of existing motor garage and workshop buildings

Permission with conditions meeting the Kingsley Parish Council comments.

20285/006 Longdene, Farnham Road, Bordon, GU35 0QP

Porch extension to front

Permission

51188/003 Kingsley Quarry, Forge Road, Kingsley, Bordon

Easterly extension of the existing sand extraction area, extend the end date for quarry operations and restoration and amend the approved restoration schemes. (Details available on the HCC website - <https://planning.hants.gov.uk/ApplicationDetails.aspx?RecNo=19368>)

Kingsley Parish Council comments were submitted, but after consultation with the HCC planning officer it was agreed that amended comments could be submitted

Action: Cllr Fletcher to submit amended comments asap.

27508/002 1 Straits View, Forge Road, Kingsley, Bordon, GU35 9NA

Single storey rear extension and alteration of front porch roof.

Registered

It was noted that the planning application for 2 Churchfields was recorded as refused but this was questioned at this meeting.

Action: Cllr Coury to checked EHDC planning website to see if this is the case.

23.41 St Nicholas Cemetery & Cemetery Chapel

St Nicholas Heritage Project

Cllr Fletcher reported that a project enquiry had been submitted to the Lottery Heritage fund and a reply has been received. Further work will now proceed to complete and submit an application for funding for the proposed heritage project for St Nicholas.

To consider the Chapel & Cemetery Charges update for year 2018/19.

Cllr Rigden circulated proposed revised fees for 2018 to Councillors on 20 July, based on C of E new fees. The revised fees were agreed at the meeting

Proposed: Cllr Fletcher

Seconded: Cllr Clayton

Agree: Unanimous

Action: Cllr Rigden to send updated fee schedule to Clerk and post the update on the Council website

23.42 Transport, Highways and Road Safety

To receive an update from Cllr Clayton

Cllr Clayton reported that the report of traffic in the village was work in progress. When completed another Councillor will be sought to take over as the point of contact for implementation work for new traffic calming measures along the B3004.

Action: Chairman to convene new meeting to review Highway issues and their solutions through Kingsley.

Lengthsman Scheme

It was agreed that the next job for the Lengthsman would be to clear encroaching growth and sweep the footpath to the northern side of the B3004 from the Kingsley Centre to Country Markets. In particular, the laurel hedge at Gander's Park industrial estate is growing over the footpath to such an extent that pedestrians have to step off the path onto the road, which is a safety risk which must be remedied as soon as possible.

Action: Cllr Fletcher to complete the Lengthsman job sheet showing this as a priority task and forward to Grayshott Parish Council by the end of the month.

To consider a contribution of £485 as a share with 3 other villages towards the cost of a new Speed Limit Reminder (SLR) sign.

Cllr Fletcher circulated an email to Councillors on 19 July explaining that Kingsley Parish Council shares a static SLR sign with three other parishes which is deployed in the village four times a year for 2 weeks each time.

The current system is now 8 years old and is becoming unreliable. Headley Parish Council (who manage the system) proposed that a new one should be bought for us all to share.

In addition to the capital cost, Kingsley pays about £380 per year towards the cost of deploying the SLR.

After a discussion it was agreed that because Kingsley Parish Council is investigating all possible traffic calming measures (costs and effectiveness) that it could not commit to the continued use of the SLR beyond the current year.

Action: Cllr Rigden to draft a response to Headley Parish Council to this effect, for the Clerk to Commons, Village Greens and Rights of Way

Footpath 6

Cllr Rigden reported an enquiry has been send sent to HALC concerning transfer of ownership of footpath 6 to a local residents association – Awaiting reply

Upper Green - to review the play equipment inspection report

An analysis of the recent Annual Inspection Report (with maintenance) of Play area at Upper Green from N. W. Adams was circulated by Cllr Rigden to Councillors on 20 July

It was agreed that three general actions emerged from this analysis and these should be followed up asap. The general action are:-

- 1) Obtain 3 quotes for new dragons teeth and other infra-structure investment
- 2) Get quotes from Ground Maintenance contractor for ad hoc maintenance requirements
- 3) Seek advice from the play equipment provider (Playsafe) on requirements for maintenance / renewal of equipment

Action: Cllr Rigden to provide schedules of work based on the Inspection Report for each of the above areas, to pass to the Clerk for action

23.43 Community Resilience

23.44 Environment and Biodiversity

Cllr Rigden reported that a quote of £180 has been obtained under the Council's grounds maintenance contract to cut back growth outside allotment fencing. The Council agreed to accept this quote on the understanding that this fee will be added to the Allotment Association's annual contribution to the Council. The work is likely to be carried out in September.

Action: Cllr Rigden to provide text of reply for Clerk to send to the contractor.

23.45 Kingsley Village Forum

Nothing to report

23.46 Housing, Business & Commerce

Nothing to report

23.47 Review of Capital Projects

Chairman to set up further meeting to discuss capital projects

23.48 Broadband

To receive an update from Cllr Coury & Cllr Clayton

No further news has been received from Openreach.

Cllrs Clayton and Coury together with a parishioner are still pressing for urgent action from Openreach.

Action: Cllrs Clayton and Coury will let Cllr Rigden know if/when there is more information to post on the Council website.

23.49 District Councillor

The district Councillor reported that EHDC will be voting to tightening its policy and regulation to implement the EU directive of not allowing new dwellings to be built within 400m of SPA (Special Protection Areas).

The Councillor reported that EHDC were undertaking a review of funding for local charities.

The Councillor also reported that EHDC was borrowing £200m to invest in commercial properties with long term tenants to raise money to help fund local services (the money is borrowed at 2.5% and will get 6% return).

23.50 Procedures, Finance and Payments

General Data Protection Regulations (GDPR)

Cllr Rigden circulated amended Policy and Procedure documents to all Councillors on 20 July.

It was proposed in the email that the revised Policy should be accepted and posted on the website – replacing the previous draft. This was agreed

Proposed: Cllr Fletcher

Seconded: Cllr Coury

Agreed: Unanimous

The Procedure document is more detailed and requires detailed review by all Councillors to see if it matches KPC requirements and ability for processing personal data as well as meeting the GDPR.

Action: Chairman to convene new meeting to review the GDPR procedures

Review the format of the monthly parish meeting

Action: Chairman to convene new meeting to review the format of Parish meeting and organisation of lead Councillors for different topics

Audit

Cllr Rigden circulated a list of proposed action needed to meet the issues raised in the internal audit report. It was agreed that these actions meet the requirements outlines in the audit report.

Proposed: Cllr Rigden

Seconded: Cllr Coury

Agreed: Unanimous

All required audit documents are posted on the PC website.

Payments to be made & Accounts to accept

The accounts circulated by the clerk before the meeting were agreed.

Propose: Cllr Fletcher

Second: Cllr Rigden

Agree: Unanimous

To consider the payment of invoices on the schedule included in the agenda of the meeting

Payment Date	Payee	Payment Mode	Description	Amount
14/07/2018	Southern Electric	DD	St Nicholas Electricity bill period 04/04/18 to 26/06/18	18.37
27/07/2018	Karine Nana Yonko	BACS	Clerk's July 2018 expenses invoice 0004-2018/19	296.80
27/07/2018	Karine Nana Yonko	BACS	Clerk's July 2018 salary	84.19
27/07/2018	HMRC	BACS	PAYE July 2018	39.20

Proposed: Cllr Clayton

Seconded: Cllr Rigden

Agreed: Unanimous

The online TSB process is still not working and so urgent payments will be made by cheque this month

The current balance is £73,335.11

Date of Next Meeting of Kingsley Parish Council

The next Parish Council meeting will be held on Wednesday 26th September 2018 at 7.30pm at The Kingsley Centre. There being no further business the meeting closed at 9.25pm

CHAIRMAN DATE