



**Minutes of the Full Council Meeting held electronically on Thursday 4th June 2020
starting at 7pm.**

Members Attending: Cllr Appleby (Chairman), Cllr Langford, Cllr Andrews, Cllr Percy, Cllr Riley, Cllr Rosewell, Cllr Legat, Cllr Jeffes

In Attendance: Michelle Leadbitter-Allen (Clerk), Cllr Porter(HCC), Cllr Power (WCC) joined meeting at 7.50pm, an elector from Itchen Abbas

Item	Content	Action
20.0030	Apologies: Cllr Stirrup, Cllr Moffatt	
20.0031	Public Participation & Declarations of Interest on issues on the Agenda. Declarations of Interest: None An elector from Itchen Abbas joined the meeting to raise the issue of leaking water from a manhole cover which is running down Northington Road. There was discussion around what the water could be from and the possibility of it containing sewage. Cllr Appleby agreed to raise the matter with Environmental Health and Hampshire Highways, with a view to testing the water & fixing the leak. The second issue raised was as the elector described as a continued disregard for the right of way that exists on Footpath 39, between Northington Road and Rectory Lane. Cllr Appleby explained that the council will be discussing this under Footpaths and Cllr Appleby will get back to the elector with the result of the discussion. The elector left the meeting at 7.15pm	
20.0032	The Minutes of the Meeting of 7th May 2020 were agreed by individual verbal consent as a true record of the meeting. Cllr Appleby will sign the minutes in retrospect. Matters arising not on the agenda Most of the declarations had been returned by post, although the clerk was still waiting on copies from Cllr Andrews, Cllr Riley, and Cllr Rosewell. Cllr Riley & Cllr Roswell's copies were 'in the post' and Cllr Andrews promised to post his to the clerk ASAP. Further to the last FCM meeting, Cllr Appleby had spoken to the trustee at Winchester Villages Trust and they have decided not to pursue a Section 137 grant application at this time, they will however be contacting Cllr Legat with some promotional artwork for our website in due course.	



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20.0033	<p>City and County Councillor Reports</p> <p>Cllr Jackie Porter (HCC): Cllr Porter announced that the Hampshire Waste and Recycling Centres will be opening up a booking system from 15th June as a solution to social distancing and to mitigate the queues which have formed outside the centres since their reopening. There will be 30 000 slots across the county with an allowance of one slot per household per week, booking up to 48 hours in advance.</p> <p>Explain what they are doing in the making more space on footways, trying to widen the footways increasing the cycle opportunity and decreasing the car opportunities. Business that have outdoor accommodation for food will be able to move outwards slightly.</p> <p>HCC have been working with WCC on initiatives to encourage and enable social distancing on the pavements and walkways by trying to widen the footways increasing the cycle opportunity and decreasing the car opportunities. Business that have outdoor accommodation for food will be able to move outwards slightly</p> <p>Shops are reopening with the Winchester Market on Market Street carpark, moving to Broadway in a few weeks.</p> <p>An extra business grant has been introduced for a limited two-week period only for those that were not able to apply for business rate grants or hospitality grants. Ward Councillors have been made aware of who is eligible in their areas, but if you feel you qualify businesses are encouraged to apply for these grants if they think they qualify by calling 01962 848288.</p> <p>Hampshire Together: Modernising our Hospitals and Health Services' consultation has been launched to help bring its plans of sourcing a site for the new carbon neutral, easily accessible hospital to fruition. The public are being asked for their views on where the new hospital should be built.</p> <p>Cycle lanes: North Walls, St Georges & Jewry Street are expected to have a cycle lane should be completed by 15th June. Proper plans have been submitted alongside bids to improve cycle paths into Winchester from Kingsworthy, Twyford & the Itchen Valley; the results are to be announced imminently.</p>	



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20.0034	<p>Financial Matters: Cllr Riley</p> <p>20.0034.1</p> <p>Council noted the Minutes of the Finance & General Purposes Committee Meeting of Thursday 21st May 2020.</p> <p>20.0034.2</p> <p>Bills to Pay & Income Received</p> <p>Clerk ran through the bills to pay and income received.</p> <p>Cllr's Legat and Andrews agreed the payments and would email authorisation to pay to the Clerk.</p> <p>Clerk advised the members that the new insurance figures had reduced the insurance premium and the new invoice was included in the bills to pay.</p> <p>20.0034.3</p> <p><u>AGAR update:</u></p> <p>Clerk told members that the AGAR had been successfully submitted and that the Notice of Public Rights would need to be up on the website and notice boards by Monday 15th June. Cllr Appleby agreed to put the notice on the noticeboard.</p> <p>Action: Clerk to send notice to Cllr Appleby to place on the board</p> <p>Action: Cllr Legat or Clerk to ensure that the notice is accessible on the website.</p> <p>20.0034.4</p> <p><u>WYFC Maintenance Programme Update</u></p> <p>Cllr Riley ran through the offered maintenance programme from WYFC and Football Association. There are two issues that require attention:</p> <ol style="list-style-type: none"><u>Roll on Goal Posts</u> <p>Although IVPC do not have any money within the budget to purchase a set on roll on goals, we would consider an application for Boomtown Funding. Additionally, we would under our maintenance budget help with the cost of removing the adult goal posts.</p> <ol style="list-style-type: none"><u>Ground Maintenance Proposal</u> <p>This Scheme is run by the FA and they contribute to the costs on a decreasing scale over a period of 6 years from an initial 70% contribution down to a 30%</p>	



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	<p>contribution in the final year. Cllr Riley explained that she had contacted WYFC explaining that they would need to make a financial contribution as well and there would need to be a longer-term rental commitment from them.</p> <p>Cllr Riley will update at F&GP when there is something to report.</p>	
	<p>20.0034.5</p> <p><u>IA Report – Lengthsman Reserve Update</u></p> <p>Cllr Riley explained to the Council what the Lengthsman Reserve was and why we have it, also that the Internal Auditor had questioned its relevance. Clerk had written to all participating councils in the Uplands Lengthsman Scheme, informing them of the held reserve and if they are happy for us to continue to hold this reserve. So far Bighton, Four Marks and Old Alresford have responded and agreed that that we should hold the reserve.</p> <p>Action: Add update to F&GP Agenda</p>	
<p>20.0035</p>	<p><u>Planning:</u> - Chair Cllr Langford</p> <p>20.0035.1</p> <p>The Council noted the Planning Committee Meeting Minutes of May 21st 2020.</p> <p>20.0035.2</p> <p>Planning Applications Received up until and including 29th May 2020.</p> <p>None Received</p> <p>20.0035.3</p> <p><u>Update regarding 20/00731/HCS – Candover Drought Order Scheme</u></p> <p>Cllr Langford explained that we are waiting on replies from SDNP, Southern Water and Adams Hendry. Cllr Appleby said that he would keep the residents directly impacted by the pipeline informed.</p> <p>Cllr Porter reported that the official consultation period had ended, but it was felt that more information was required and that a decision on this was way off. The application would be going to before the committee due to the level of objections received and the extent of the development. There is yet no set date for the committee hearing.</p> <p>20.0035.4</p>	<p>ALL</p>



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	<p><u>Update regarding SDNP/18/05667/FUL Cygnet House Martyr Worthy Road Abbots Worthy SO21 1DZ</u></p> <p>Clerk has submitted a letter to WCC enforcement officer, although have not yet received an acknowledgement. Clerk to keep an eye on this.</p> <p>20.0035.5</p> <p><u>Report on Chilland Farm and M3 Southbound Winchester Services.</u></p> <p>Clerk has forwarded the information to waste department to Hampshire County Council and to enforcement at Winchester City Council.</p> <p>Gaps in the fence between the wood and carpark; the danger here is that deer can come out from the wood into the carpark. The company managing the services have been contacted and repairs to the fence are awaited.</p> <p>Cllr Porter will follow this up at HCC and copy in the clerk into any correspondence.</p>	
<p>20.0036 Parish reports</p> <p>20.0036.1:</p>	<p><u>Footpath matters</u></p> <p><u>Footpath 31 behind Shelley Close:</u></p> <p>Owner must clear whole of the footpath properly so people can pass in safety or agree for people to walk on the other side of the fence. Cllr Langford mentioned that although the surface should be maintained by the council, the landowner is responsible for cutting back encroaching vegetation. When a landowner creates a permissive pathway this can be closed at any point in time.</p> <p>Action: Cllr Appleby to contact the landowner to clear the path and the nettles.</p> <p><u>Footpath 39 and alternative route Footpath 33:</u></p> <p>Cllr Jeffes said that the footpath 39 is on private land and is overgrown. Footpath 33 is very narrow and should only be used one way. If both paths are cleared, then people in Rectory Lane can walk one way into the centre of the village and use the other pathway to return.</p> <p>Action: Cllr Jeffes and Cllr Appleby to continue discussions with a view to asking the landowner to open the footpaths by letter.</p> <p>Cllr Porter said that as there is no 2m social distancing law, he cannot be forced to create another route to enforce the distance rule, but the diagonal path must be kept open and the landowner needs reminding.</p> <p><u>Footpath 48 north of the river.</u></p>	



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	<p>Cllr Percy asked if anything was happening regarding the hedge along this part of the footpath. The Landowner of Lower Chilland House/agent is responsible for cutting back the hedge.</p> <p>Action: Cllr Jeffes to look up the contact details. IVPC to write to landowner advising of his responsibilities.</p> <p>Action: Cllr Appleby will write an article in the Itchen Valley News reminder landowners of their responsibilities to keep the pathways clear of foliage.</p> <p>Cllr Appleby reported that footpaths and bridleways will be lost if not recorded on the HCC definitive map by 2026. An example is the Oxdrove. Cllr Jeffes said that the Ramblers Association were coordinating the recording nationally. If anyone knows of footpaths or bridleways that require recording, please liaise with Cllr Jeffes. Cllr Porter said the Oxdrove is a highway and is a valid example of one to claim.</p> <p>Action: Cllr Jeffes will forward this information to the Ramblers Association.</p> <p>Cllr Roswell said that bridleway 8 & 11 at Hampage Wood is completely impassable. There are trees down and the surface has eroded. Cllr Langford said the landowner is private on one side and the other side (northern) is now owned by the vineyard. The maintenance of the surface is a local authority responsibility. Cllr Porter said she would take this up with HCC.</p> <p>20.0036.2:</p> <p><u>Highways</u></p> <p>Cllr Appleby had nothing more to mention other than the water in Northington Road which was presented by an elector during public participation</p> <p>20.0036.3:</p> <p><u>Village Halls:</u></p> <p>All Village Halls have received grants from WCC. Cllr Langford reported that all village halls are now closed by law unless they are used by nurse school or as blood donation venues.</p> <p>20.0036.4:</p> <p><u>Website</u></p> <p>Cllr Legat had nothing to report, except that the Rural Funding Bulletin link was now a permanent external link.</p> <p>Cllr Legat to follow-up with Cllr Andrews and Cllr Moffatt regarding their problems sending emails from their parish council account.</p> <p>Cllr Legat has placed the meeting schedule on the website.</p> <p>Clerk reported that she had put the asset register on the website.</p> <p>Cllr Legat confirmed that all councillor emails are protected by an anti-virus.</p>	



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	<p>Cllr Andrews asked for analytic data. Cllr Legat said that most of the traffic on our site is from our own use.</p> <p>20.0036.5: <u>Open Spaces</u> Clerk reported that the flat swing frame and next swing had been ordered from Vitaplay. Clerk currently looking at alternate surfaces for the trampoline surround and the basketball apron. Cllr Roswell to find goal post holes at Old School Field using metal detector. Cllr Appley reported that the log had been removed from the car park at Couch Green. The car park at was now open to the public.</p>	
<p>20.0037</p>	<p>Covid-19 Update & Future Thoughts <u>Walking & Cycling Around the Valley:</u> There was much discussion around this, but it was decided that it would be best to hold a workshop where all ideas could be discussed, and a way forward devised. All agreed that the council hold an 'essentials only' agenda for the F&GP meeting on the 18th June, leaving time from 8pm for the workshop. Action: Councillors to forward all ideas to the clerk to collate before the meeting.</p>	
<p>20.0038</p>	<p>Lengthsman: Quality of Work/Complaints: Problem with grips on the A31 between Itchen Abbas and Avington, lengthsman only cleared the first 2 feet of the roadside verge, allowing water to collect without draining away. Cllr Langford felt that this is something that should be taken up with the lengthsman and would discuss with Cllr Moffatt. All councillors to forward work requests to Cllr Moffatt to coordinate. Cllr Riley and clerk to liaise with Cllr Moffatt on establishing an extra day</p>	
<p>20.0039</p>	<p><u>Correspondence May 2020</u> Cllr Andrews asked for more information regarding the SEN Grant as mentioned in the correspondence. Clerk explained that the Council had applied for some money for VJ celebration picnic baskets for the over 70's, unfortunately our application was not successful</p>	
<p>20.0040</p>	<p>Items for Consideration at Next Meeting: Clerk to Add Boomtown Community Fund to F&GP agenda.</p>	
<p>20.0041</p>	<p>Date and Time of following Meeting: Thursday July 2nd, 2020. Location: To Be Advised. Meeting Closed: 9pm</p>	



Bank Account Reconciled Statement

Current Account	20299862	60-83-01
Statement Number	15	
Statement Opening Balance	£19,616.47	Opening Date 01/05/20
Statement Closing Balance	£28,448.95	Closing Date 01/06/20
True/ Cashbook Closing Balance	£28,448.95	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
05/05/20	DD200505NEST	Nest Pensions	75.06	0.00	19,541.41
06/05/20	BACS200506EVANS	AE EVANS	145.70	0.00	19,395.71
14/05/20	BACS200514DTN	Do The Numbers	320.00	0.00	19,075.71
14/05/20	BACS200514HALC	Hampshire Association of Local Councils LTD	439.71	0.00	18,636.00
14/05/20	BACS200514HBW	Headbourne Worthy PC	41.88	0.00	18,594.12
14/05/20	BACS200514HCC	Hampshire County Council	0.00	15,400.00	33,994.12
14/05/20	BACS200514MLA	Michelle Leadbitter-Allen	20.99	0.00	33,973.13
14/05/20	BACS200514RPG	RP Gardening	1,788.75	0.00	32,184.38
18/05/20	BACS200518HMRC	HMRC	336.00	0.00	31,848.38
26/05/20	DD260520LLDS	Lloyds Bank	29.26	0.00	31,819.12
27/05/20	BACS200527EKS	EKS Accounting	24.00	0.00	31,795.12
27/05/20	BACS200527GRNS	Greensmie	422.03	0.00	31,373.09
27/05/20	BACS200527LUFF	CJ Luff Ltd	600.00	0.00	30,773.09
27/05/20	BACS200527RPG	RP Gardening	795.00	0.00	29,978.09
27/05/20	BACS200527VITA	Vitaplay	100.80	0.00	29,877.29
29/05/20	BACS200529MLA	Michelle Leadbitter-Allen	1,428.34	0.00	28,448.95

Uncleared and unrepresented effects

Total

Reconciled by Michelle Leadbitter-Allen

Signed _____
Clerk / Responsible Financial Officer

Chair



Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

Itchen Valley Parish Council

Expenditure transactions - payments approval list Start of year 01/04/20

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
32		£230.40	1060/2	31/05/20	Hampshire Association of Local Councils LTD - LCPD HR Silver Membership	
29		£1,268.36	1070	04/06/20	Came & Company - Arthur J Gallagher - Council Insurance	
30		£398.08	1010	04/06/20	HMRC - PAYE/NI - May 2020	
Sub Total		<u>£1,896.84</u>				
Total		<u>£1,896.84</u>				

Signature _____	Signature _____
Date _____	

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Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

EXPENDITURE YEAR BEGINNING 01/04/20

DIRECT DEBIT TRANSACTIONS: 01/5/2020 - 15/5/2020

CHEQUE	PAID	TRANSACTION NUMBER	GROSS	VAT	NET	CREDITOR	DETAILS	NOMINAL CODE	BUDGET HEADING
DD200505NEST	05/05/2020	20	£ 75.06	£ -	£ 75.06	NEST	CLERK PENSION	1005	PENSION
DD200526LLDS	26/05/2020	31	£ 29.26	£ -	£ 29.26				
		10/1	£ 14.39	£ 2.40	£ 11.99	LLOYDS BANK MULTICARD	ZOOM MONTHLY RENEWAL	1300	COVID-19
		10/2	£ 3.00	£ -	£ 3.00	LLOYDS BANK MULTICARD	MONTHLY FEE	1040/2	BANK CHARGES/LLOYDS
		10/3	£ 5.00	£ -	£ 5.00	LLOYDS BANK MULTICARD	VODAFONE	1030	ADMIN
		10/4	£ 6.87	£ 1.15	£ 5.72	LLOYDS BANK MULTICARD	AMAZON	1130	OFFICE SUPPLIES