

**ASHFORD HILL with HEADLEY PARISH COUNCIL**

**MINUTES OF THE MEETING HELD ON MONDAY 8<sup>th</sup> APRIL 2024**

**Present**

Mr S Hoskins (Chair), Mrs K Saunders (Vice Chair), Mr P Clark, Mr S Dunn, Mr J Sunley and the Clerk, Mr S Marshall.

Cllr Rhatigan was also present together with members of the public.

1. **Apologies**

Apologies had been received from Cllr Mellor, Cllr Bound, Cllr Morrow, Cllr Woodford and Cllr Parker.

The Chair expressed sincere condolences personally and on behalf of the Parish Council to Cllr Karen Parker on the sudden passing of her husband.

2. **Declaration of interest**

There were no declarations of interest.

3. **Minutes of previous meeting for approval**

The minutes of the meeting held on Monday 11<sup>th</sup> March 2024 were approved and signed by the Chair.

4. **Matters arising & Outstanding Action Points**

- Potential allotments site in Ashford Hill.

**April Update:** A meeting with Cllr Clark and representatives from the Borough Council had taken place on the 13 March 2024 to discuss a potential allotment site. There was a potential for up to 12 plots on the piece of land near to Holt Cottages in Ashford Hill together with an orchard and a biodiversity area.

- Cllr Sunley agreed to look at the broken wooden bollard at the Ashford Hill recreation ground car park.

**April Update:** Cllr Sunley had contacted Mr A Miles and a quote had been received for the full replacement cost of the wooden bollards and railing due to its condition which was £2436. Following discussion, it was agreed that Cllr Sunley would obtain a quote for the bollards and railing to be replaced with a metal substitute.

- Cllr Woodford to resurrect CSW membership and liaise with the local police authority.

**April Update:** The Clerk had placed the order for the ANPR equipment with an early/mid-May delivery.

- The Chair and Cllr Parker had met with Council representatives to discuss the potential of managing the RoW volunteers independently via the Parish Council and the Clerk was investigating the potential of this arrangement with the Parish Council's insurers.

**April Update:** The Clerk had produced at the request of the Council's insurance company a draft 'Volunteers Policy & Procedures' which had been sent to Councillors for their consideration. In conjunction with the adopted policy, the Clerk would be devising a series of individual risk assessments covering the normal types of tasks undertaken by the RoW volunteers which would be used in conjunction with written procedures through the 'Co-ordinator' of the scheme for which Cllr Parker had previously volunteered to undertake with the Clerk.

- Cllr Dunn agreed to obtain quotes regarding the cost of securing the entrance to the new Headley Pavilion path to prevent damage to the path by vehicles.

**April Update:** The best options for this work were still under discussion.

## 5. Highways

Cllr Dunn reported on the very satisfactory work that had been carried out on the A339 pavements.

The Clerk had requested the grounds contractor to clear tree branches that had been left after cutting on the junction of the A339 and the C111. \*

Cllr Clark would be reporting the large pothole located just before the junction to Wheathold coming from Ashford Hill as well as the sunken trench that has Openreach ducting, located just inside the 30-mph sign by Holt Cottages.

## 6. **Planning Applications**

There were no planning applications to report on.

## 7. **Reports**

### **Chair of the Parish Council's report**

Through email exchanges Councillors had agreed to a grant of £200 to be awarded to the Ashford Hill Cricket Club following their request for donations towards the cost of roll on covers for the pitch.

The Chair reminded the meeting of the presentation by Basingstoke Rural Neighbourhood Policing Team & an opportunity to meet PC Simon Denton who will be the new named Officer for our area, at the May meeting of the Parish Council.

### **Parish Councillors' reports**

Cllr Dunn reported on a letter sent by the Chair to 17 households that potentially would be impacted by one of the location options for the MUGA on Headley recreation ground to ascertain their opinions regarding the location.

### **Clerk to the Council**

The Clerk had previously circulated a draft policy regarding 'Volunteers Policy & Procedures' to Councillors and through the Chair, Cllr Sunley proposed the adoption of the said policy which was seconded by Cllr Saunders with all other Councillors present in approval by a show of hands.

The Clerk had circulated to Councillors three quotes pertaining to the cleaning and repair of the war memorials in Headley and Ashford Hill. Councillors had demonstrated a preference for the quote of £1518 from 'Grave Concerns' to undertake a deep clean of both war memorials together with the repointing of steps as necessary as well as the fixing of lead lettering on the memorial in Headley. The acceptance of the quote from 'Grave Concerns' was proposed by Cllr Clark and seconded by Cllr Saunders with all other Councillors present in approval by a show of hands.

The Clerk reminded the meeting of the Annual General Meeting taking place at May's meeting being held on Monday 13 May when there would be the election of the Office of Chair and Vice Chair as well as nominated Councillors to be responsible for planning applications in both villages.

8. **Recess**

Discussion ensued regarding the general state of disrepair of the public highway system and the associated safety risks.

9. **Financial statement**

The Lloyds TSB current account of the Parish Council was calculated to stand at £5287.27.

The Lloyds TSB deposit account of the Parish Council was calculated to stand at £18,892.97.

10. **Accounts for approval & payment**

Mr S Marshall – Clerk’s expenses - £904.20

Scofell – Headley recreation ground cut - £180.00

HMRC – Tax & NIC – April - June 2024 - £1154.74

Bramley Business Services Ltd – PAYE administration - £105.00

Westcotec Ltd – ANPR equipment - £4614.00

Mrs K Parker – PPE for RoW Volunteers - £115.79

The Chair declared the meeting closed at 8.46pm having started the meeting at 8.04pm.