

LONGSTOCK PARISH COUNCIL
1930 MONDAY 7th OCTOBER 2019 IN THE VILLAGE HALL

Present: Cllr Sophie Walters (SW)
Cllr David Burnfield (DB)
Cllr Charles Grieve (CG)
Cllr John Eastwood (JE)
Cllr Ivan Gibson (IG)
Cllr Selina Musters (SM)

In attendance: Clerk Mark Flewitt (MF), Colin McIntyre (CM) of Leckford Estate, Sarah Hughes (SH) of TVBC, two local residents, and later Andrew Gibson (AG), HCC County Councillor

1. **Apologies.** Tony Ward (TW), TVBC Councillor, and Angie Filippa (AF), new co-opted Parish Councillor
2. **Minutes of Meetings of 2nd September.**
The minutes were unanimously agreed for adoption and signed.
3. **New Parish Councillor**
As Angie Filippa was unable to attend the meeting, her introduction was deferred to the November meeting
4. **Matters Arising:**
Highways & Traffic.
 - **21412799** – Bottom Road potholes: additional scalplings may be added to improve the situation **ACTION:** DB in hand
 - **21414966** – the hole at the bottom of the drive to the old dairy now LOYO. This will be repaired by Leckford Estate **ACTION:** CM in hand
 - **Recreation Ground car park** – Leckford Estate advise they intend to start work in Spring 2020. A proposed schedule of work timing will be provided. HCC Archaeological Dept must be advised in advance when work starts. **ACTION:** CM and MF
5. **Planning Applications.**
 - Tree works at Charity Farm House – 8 trees (Ash/Cherry/Bay) to be felled, with a new mixed fruit orchard to be planted. Councillors agreed NO OBJECTION. **ACTION:** MF
6. **Finance.**
 - Half-year bank reconciliation/audit - The Clerk reported a reconciled bank balance of £11,763.12 in line with budget. The accounts will be prepared and submitted for interim mid-year internal audit in the next few days. **ACTION:** MF
 - Section 106 funds update – The Clerk reported that contact has been made with the appropriate HCC Dept, who will provide feedback on the status of the S106 funds. **ACTION:** MF

- Remembrance Sunday Wreath – Councillors unanimously agreed a payment of £100 for the Royal British Legion wreath. **ACTION:** MF
- Binding of Parish Council Minute Books – SM proposed that the council minutes from 2010 onwards that are currently held in electronic format should be laser printed and bound in line with earlier minute books. SM advised that a quote of £140 had been obtained from Sarsen Press for a 250 sheet bound volume. SM already has some high quality paper that can be used. Councillors unanimously supported this initiative, **ACTION:** SM

7. **Neighbourhood Plan (NP).**

- SW reported that the NP Steering Group (SG) has met but that the SG Chairman Angie Filippa will report fully at the next meeting. **ACTION:** AF
- Sarah Hughes (SH), the TVBC Neighbourhood Planning Officer, was invited to explain how TVBC can support the Longstock NP. SH confirmed that TVBC has grant funding of up to £1k available to help “kick-start” local NP projects, and she will ask her colleague Imogen Colley to check that Longstock will be eligible for this funding. **ACTION:** SH
- SH also explained that Government funding of up to £9k is available via an on-line portal to help with costs related to the NP. These could include work on a Business Plan, rentals, document drafting, project plans, consultancy costs etc. **ACTION:** AF / SW
- SH explained that the the NP is a very process-driven exercise, and that she is available to act as a “critical friend”, including attending SG meetings, to help Longstock achieve its final NP objective so that it can be a useful and valuable document in the statutory Planning process.
- SH has previous practical NP experience in Wiltshire, and is currently involved with other local villages including Goodworth Clatford, Thruxton, Wellow, West Dean, West Tytherley and Stockbridge.
- SH and SW agreed that it would be appropriate for Longstock and Stockbridge to work together closely on their NPs, and SH offered to act as a “broker” in this regard.
- SW mentioned that Plan-ET are acting as consultants to guide the Longstock NP SG. SH mentioned that the level of external input required can depend on village resources, including the relevant professional experience of residents. In this regard Simon Borthwick of Leckford Estate has joined the SG
- SW highlighted that the NP is intended to protect local green spaces as well as to provide guidance on future building development plans.
- SW reported that the SG will be setting up sub-committees on specific NP issues.
- SW confirmed that local communication will be essential to garner support for the NP, which will eventually need to be approved in a local referendum. The SG members will each be responsible for direct contacts with specific groups of residents to reinforce the information provided through the newsletter.
- JE asked that the SG Minutes and Terms of Reference be formally submitted to the Parish Council for approval once AF has joined the PC. **ACTION:** AF
- SM asked that the new Longstock NP logo be revised to ensure it is suitable for reproduction. **ACTION:** SW

8. **Longstock Village Website.**

- JE asked that everyone had looked at the Houghton website that he had circulated. It was noted that the Houghton format provides a very easy to use and flexible format, and that it is simple to add pages as required. SW highlighted concerns about privacy protection and GDPR issues with Hugo Fox websites and whether they may be able to sell email, login and database information to generate commercial income.
- JE's recommendation is that we use the Hugo Fox format, provided that we are able to confirm that all privacy and GDPR issues are satisfactorily resolved. This approach was agreed by Councillors **ACTION: JE**
- Subject to the Hugo Fox outcome, JE will contact Will Jones, who has been working on a new Longstock website, to advise him that we will not continue with his involvement, and to ascertain how much work he has already completed within the original £450 budget agreed. **ACTION: JE**
- JE will also confirm whether the new Longstock website domain set up by Will Jones will be retained by him or available to Longstock Parish Council, **ACTION: JE**
- SW advised that Jan Greep intends to delete the existing Longstock Village website once the new website is operational
- CG asked that all the historical information on the existing website be available to be transferred to the new website. SW will check with Jan Greep on this. **ACTION: SW**

9. **Councillors' Reports.**

- a. Affordable Housing. (DB). NTR from DB
- b. Allotments, Cemetery, Trees. (IG). No new information to report – 2 ½ allotment plots are currently available, but it is hoped that we have at least 3 residents who will be looking to take on new plots in the Spring
- c. Footpaths and Lengthsman. (CG). CG reported that Footpath 12 at Roman Road has been cleared now that the bird nesting period is over, but he will insist with Daniel Busk as the landowner that he complies with his responsibility to cut back hedges. The Lengthsman's next jobs will be the Telephone Box, noticeboards and Stockbridge bridge. **ACTION: CG**
- d. Test Valley School. (Vacant – to be AF). It was reported that the PTA have reached their financial target in relation to the swimming pool. New Councillor Angie Filippa will be delegated as Longstock PC's portfolio holder for Test Valley School. **ACTION: SW**
- e. Environment and Website. (JE). JE advised that a draft Resilience Plan has been circulated, based on the current Kings Somborne plan, although this has a very heavy emphasis on flooding risks, which are less critical in Longstock. CG has agreed to assist JE in re-drafting the Resilience Plan to cover Longstock's specific requirements. Website covered in 8 above. **ACTION: JE / CG**
- f. Village Hall and Street Lights. (SM). The Village Hall committee will discuss the issue of installing wifi at an estimated cost of £400 pa at its next meeting.

SM advised that the new streetlights have been delivered, and that the installation has begun. One of the support bracket/clamps supplied by DW Windsor has the wrong measurements, and it has been taken back by the rep to be replaced. Utili-Lights have installed 3 new lights and will come back to install the remainder once the deficient bracket/clamp has been replaced.

MF advised we have received a £6,308.10 invoice from DW Windsor payable in 30 days, and we have paid a £1,353.00 invoice to Utili-Lights covering 50% of the installation work. AG advised that the £1,500 contribution from HCC has been chased and should be released imminently. MF will monitor receipt. **ACTION:** MF / AG

SM advised that with the new LED lights, and the half-power settings from midnight to 6 am, we will see significant savings in usage charges and the elimination of maintenance costs.

SM will check with insurers that our current policy will cover the new streetlights at their present value. **ACTION:** SM

Councillors congratulated SM on her efforts and persistence in dealing with this project for more than 2 years.

g. Playground and Henry Smith Charity (SW). SW has instituted a new Dropbox system for the inspection rota. The Car Park is dealt with in Matters Arising above. On Henry Smith SW advised that we have £1,600 pending and will seek proposals from local sources including the Surgery and the schools. The report to the Charity is pending submission. **ACTION:** SW

h. Leckford Estate. (CM). CM advised of significant changes in the senior management structure of John Lewis and Waitrose intended to produce efficiencies and cost savings.

10. **Remembrance Sunday.**

CG confirmed this is in hand. MF will assist CG in the preparations, including the wreath, police signage, traffic controls, presiding priest, music, memorial poppies on houses, coffee and cakes, and curry lunch arrangements etc. **ACTION:** CG / MF

11. **Correspondence**

a) the NALC Election Survey deadline has been extended to 20th December. MF will circulate details. **ACTION:** MF

b) MF will circulate a message from a Bereavement Support organization based in Romsey – Butterflies. **ACTION:** MF

c) A resident advised that the grit bin opposite the entrance to Longstock Park is empty. MF will check all the village grit bins and register the issue on Hantsweb. **ACTION:** MF

d) JE mentioned the communications received about the Test Valley 2020 Borough of Culture festival to be held through next year. MF will re-circulate information for future discussions. **ACTION:** MF

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

a) Following discussion of DB's comments, SW will henceforth be referred to as our Chairman. **ACTION:** MF

b) IG and DB highlighted the excessive speed of the school buses serving Stockbridge, and the risk of injury to the passengers/schoolchildren and other road users and pedestrians. AG will raise the matter. **ACTION:** AG

c) AG advised that his sponsored bike ride to Barcelona had raised over £60k for CRUK and the Countess Mountbatten Hospice. Councillors offered their unanimous congratulations for his efforts.

13. **Date of Next Meeting.** Monday 11th November then Monday 16th December
- The fixing of dates for 2020 meetings will be agreed in the November meeting

Cheques Signed:

1106	Utili-Lights (50% installation)	£1,353.00
1107	SSE	£69.25
1108	Test Valley School (Prize sponsorship)	£35.00
1109	Joyrides (Donation)	£150.00
1110	Royal British Legion (Wreath)	£100.00
1111	Sarsen Press (Newsletter)	£170.10

The Chairman closed the meeting at 21.30.