



**MINUTES of the MEETING of FROYLE PARISH COUNCIL**

held virtually by Zoom video conference on

**Monday 9<sup>th</sup> November 2020 at 19.00**

<b>Attendees</b>			
<i>Parish Council (PC):</i>			
Mrs. J. Southern (Chair) (JS)	Mr. N. Whines (NW)	Mr I Macnabb (IM)	Mr. I. Deans (ID)
Mr. S. Maher (SM)	Mr A. Aldridge (AA)	Mrs A. McRiley (AM)	Mr A. Potter (Clerk)
<i>Other:</i>			
	Mr T Costigan (TC)*	Mrs A Maher (AMa) <i>part time for item 5b</i>	
<i>*TC was unable to participate due to technical difficulties with the Zoom connection but contributed comments on actions relating to him via text message to the Clerk while the meeting was in progress</i>			
<b>Apologies for absence:</b>		Dr A Roberts (AR)	
<b>Declaration of Interest:</b> None			
<b>Confirmation of Minutes:</b>			
35 20-21 It was <b>resolved</b> that the Minutes of the meeting of the Parish Council held on 12 <sup>th</sup> October 2020 be accepted and signed by the Chair as a true record.			

Item	Discussion	Agreed Action/Outcome	Status
<b>4. Matters raised by residents and representatives of village based activities</b>			
4a Redundant For Sale boards outside the White House	Clerk reported that he had been asked by a resident to arrange for the redundant For Sale boards lying on the ground beside the entrance to the White House to be removed as they were an eyesore. The relevant estate agents have been contacted and two of the boards have now been removed while the third ('Homes') said they will re-erect it as they are still marketing properties at that location.	No further action	Closed

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4b S137 grant to Froyle Archive	A report from Froyle Archive was circulated with the agenda including the annual request for a S137 grant to cover out of pocket expenses. A sum of £600 was unanimously agreed by the PC.	<b>36 20-21</b> it was <b>resolved</b> that a S137 grant of £600 should be made to Froyle Archive	Closed
<b>5. Reports from Councillors</b>			
5a Football Hut redevelopment project	<p>Clerk reported that tender packages had been issued to the 6 builders approved at the last meeting. Of these, five had responded to confirm they would be submitting a tender for the work by the closing date of 29 November 2020.</p> <p>It was agreed that a small group led by AA would review all tenders received and make a recommendation to the next PC meeting. A summary would be circulated by the Clerk in advance of the meeting.</p> <p>JS advised that a meeting had been arranged with representatives of the Village Hall to discuss operational interfaces on 4/12</p> <p>NW advised that he had been in contact with Hampshire CC who confirmed that the application for a grant from the Parish &amp; Town Council Investment Fund was being considered at their next meeting on 16 January 2021</p>	Clerk to summarise tender responses and circulate to PC members	Open
5b Website development	AMa made an online presentation of the new Parish Council website which was well received. It was proposed, and PC accepted, that the website would go live on 13/11. PC members were recommended to back up their @froyleparishcouncil.org.uk emails before then as the history may be lost in the change of domain owner. Any comments on the site were also requested to be sent to the Clerk with urgent matters, including errors, omissions or items to be removed, to be advised by 11/11.	<p><b>Clerk</b> to work with AMa to get the domain live and administration transferred to the PC.</p> <p><b>Councillors</b> to review and pass comments on content etc to Clerk</p>	Open
5c Playground Inspection	IM explained the basis of the quote for repairs and limited repainting of the ship and tunnel that had previously been	<b>37 20-21</b> it was <b>resolved</b> to ratify the electronic approval that Dick Randall be contracted to undertake the repairs to	Closed

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	<p>approved electronically. IM would confirm to Dick Randall that the work should now proceed.</p>	<p>the ship and tunnel in accordance with his quote ref Froyle21102020/2A dated 21 October 2020 in the sum of £888.00 exc. VAT</p>	
<p>5d Tree safety inspection on Rec</p>	<p>IM reported that the cause of the problem with the poplars on the Rec identified by the tree surgeon was unknown but could have been due to the drought earlier in the summer. An estimate had been received for the removal of two dead sections which the PC accepted. Barry Clark of Froyle Wildlife had been fully involved with the review and decision to remove the dead sections. It was agreed with Froyle Wildlife that work on two smaller trees was not critical and these would be allowed to rot. IM would instruct the tree surgeon to proceed with this work.</p> <p>IM further reported that the tree by the football hut had been inspected by the tree surgeon and agreed that this could be cut back or removed if required for the renovation works. AA confirmed that the tree needed to be removed including the roots to allow the new patio area to be constructed. Clerk advised that AR had been in contact with the EHDC Tree Officer who confirmed that there was no preservation order on the tree by the football hut and the PC could proceed in whatever way it required without the need for planning consent. IM would obtain a quote for removal.</p>	<p><b>38 20-21</b> it was <b>resolved</b> that Callum Kilby be contracted to remove the two dead sections of poplars at a cost of £850.00</p> <p><i>IM</i> to obtain a quote for removal of the tree by the football hut including roots</p>	<p>Open</p>
<p>5e Notice boards</p>	<p>Clerk reported that Alton Mens shed had been contacted and a review of the parish noticeboards carried out by them. Quotes will be provided by early December for a new noticeboard to replace the one opposite the end of Gid Lane and to enclose the middle panel of the maps notice board on Jubilee Green. New noticeboards for the Football hut and in Lower Froyle would be progressed in the new year.</p> <p>The canopy on the notice board at Hadwicks Corner is too low to allow a door to be fitted. NW requested that a softer backing be</p>	<p><i>Clerk</i> to contact Alton Mens shed re adding a softer surface to the Hadwicks Corner notice board</p>	<p>Open</p>

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	<p>appended to this notice board as the existing surface was too hard to push pins into.</p> <p>TC requested that an email be sent to him requesting the £500 grant funding be reserved in advance of the formal costings being received.</p> <p>NW raised the question about the poor state of repair of the St Mary's church noticeboard in the hedge beside the Village Hall. It was agreed that this matter should be raised with the PCC.</p>	<p><i>Clerk</i> to send a grant request to TC</p> <p><i>JS</i> to bring to the attention of PCC for raising at their next meeting</p>	
5f 'Planning for Travellers sites' briefing by EHDC	JS advised that due to another commitment she was unable to join this briefing. Clerk advised that he had received the slides and would circulate to the PC members	<i>Clerk</i> to circulate slide pack	Closed
5g Trees along the Avenue	<p>AA advised that the letter from TC to Froyle Park on this matter had been misdirected to him. This letter inadvertently referenced the work as being required on Hen &amp; Chicken Hill rather than The Avenue. Work to remove branches on Hen &amp; Chicken Hill was undertaken in early November. The operatives were also directed to remove the most dangerous branches along the Avenue.</p> <p>JS stated that the line of trees along the Avenue was an architectural feature and a more structured long term maintenance plan should be developed. A letter would be sent to Froyle Park to request this copied to TC.</p>	<i>JS</i> to contact Froyle Park owners thanking them for the work done to date and requesting that a long term maintenance plan be developed for the trees along the Avenue	Open
<p><b>6. Report from District Councillor (TC) – no report provided.</b>  <i>Due to the communications problems that prevented TC from joining the meeting, it was not possible for Councillors to raise any matters of interest with him.</i></p>			
<p><b>7. Planning Matters</b></p>			
7a New Planning applications	<p>Seven new Planning Applications have been received since the last meeting (see attachment Item 7a).</p> <p>An amended application 57700/001 has been submitted following discussion with the owner of the neighbouring property and comments from the EHDC Conservation Officer. The PC determined that it should submit a response to the amended</p>	<p><b>39 20-21</b> it was <b>resolved</b> that the PC would make no comment to any of the applications received other than 57700/001</p> <p><b>40 20-21</b> it was <b>resolved</b> to submit a comment to application 57700/001 that</p>	Closed

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	proposal reconfirming the PC's previous position. JS would ask the property owner to contact her in advance of this being submitted so she could brief him on the PC position.	would reconfirm the PC's previous position.  <i>JS</i> to brief the homeowner on the PC position prior to a comment being submitted	
7b Results of Planning applications	Nothing to report		
7c Compliance with approved Planning applications	Nothing to report	<i>Clerk</i> to maintain contact with EHDC	Open
7d Other Planning & Development Issues (i) Veolia AAERF	ID provided an update on the status of Veolia's AAERF application. A first request for further information (Reg 25) had been sent by HCC to Veolia and a second Reg 25 will be issued regarding landscape and visual impact.	<i>ID</i> to continue to monitor developments	Open
(ii) Planning White Paper	JS thanked ID for the work that he had put into preparing the PC response to the planning consultation White Paper	No further action	Open
<b>8. Finance Matters</b>			
8a Payments	Invoices, payment records and bank reconciliation were tabled at the meeting (see attachment Item 8a)	<b>41 20-21</b> It was <b>resolved</b> to approve the payment of the Macallan Penfold invoice and to note the invoices paid since the last meeting and the end October bank reconciliation.	Closed
8b 2021/22 budget	Clerk presented the attached first look budget (see Attachment Item 8b) and requested that Councillors confirm the level of budget required for each of the areas that they were responsible for. It was pointed out that a surplus of c.£7000 could arise in 2021/22 if the precept was left unchanged and Councillors were asked to suggest any new projects for which funding could be set aside.	<b>Councillors</b> – to confirm the budget required for 2021/22 in their areas of responsibility to Clerk by 7 December and to propose any new projects for which funding could be set aside.	Open

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	<p>AM raised concerns about the damage to grass verges in the village and NW enquired whether sufficient funds were available to maintain the footpaths.</p> <p>AR had indicated that she would be prepared to lead a small group to develop an environment plan for the village. This offer was accepted and AM agreed to work with her on this.</p> <p>NW suggested that a comparison should be made with precepts submitted by other local parish councils to determine whether Froyle was consistent with these.</p> <p>JS requested that a set of budget principles should be developed including levels of reserve. Clerk will prepare these for consideration when the budget is considered for approval.</p> <p>It was agreed that a budget and precept proposal would be prepared and submitted to the next meeting for approval.</p>	<p><b>Clerk</b> to update the budget and prepare a set of principles for consideration and sign off at the next PC meeting.</p> <p><b>AR</b> to set up a group to develop an environment plan</p>	
<b>9. Other matters raised</b>			
9a HALC mini conference (4/11)	Clerk reported back on the sessions he had attended at the mini conference and agreed to distribute the presentation material	<b>Clerk</b> to distribute presentation material	Closed
9b Removal of Linden Homes signage	Clerk advised that the Linden Homes banners/signage had been removed following TC and EHDC intervention for which the PC expressed their gratitude.	No further action	Closed
9c Neighbourhood Plan	<p>PC considered whether it would be of benefit to update the Village Design Statement to a Neighbourhood Plan.</p> <p>ID advised that with the Planning White Paper consultation only recently closed it was unclear what the benefit of a Froyle Neighbourhood Plan would be given that Government planning proposals were likely to reduce the significance of such Plans. It was agreed that commitment of time and resources to develop a Froyle Neighbourhood Plan was inappropriate at the present time.</p>	No further action	Closed

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9d Local Plan and Settlement boundary	<p>NW enquired about the status of these and was advised that there was no change in the status of the Local Plan which was not expected to be approved until Q3 2021.</p> <p>Latest advice on the Lower Froyle settlement boundary was that this would be considered in Q1 2021. It was agreed that the Clerk should raise this matter with TC to obtain an update and reiterate that the PC did not support this proposal and was still not satisfied how the need for it had been scored.</p>	<b>Clerk</b> to research the previous position and raise with TC for an update	Open
9e Road signage	<p>NW enquired whether any more had been heard regarding the erection of blue signs warning against heavy vehicles using routes through the village. Clerk advised that the latest information was that these should have been installed in October but it did not appear that this had been done yet.</p> <p>Clerk reported that the No Through Road sign had been re-erected at the end of Bamber Lane. AM noted that a lump of concrete presumably from the previous sign had been left on the verge.</p>	<b>Clerk</b> to contact HCC Highways seeking an update on the installation of blue signs	
<p><b>10. Date of next meeting:</b> Monday 14<sup>th</sup> December 2020 - time and location to be confirmed.</p>			

Chair ..... Neil Carter .....

Date ..... 21.12.20 .....

## Attachments

### Item 7a Planning Applications received since last meeting

Froyle Parish - Planning Applications Comments														
Ref	Date Submitted	Comments Close	Address		Description	Councillor Comments								
						JS	ID	AA	AR	IM	NW	SM	AM	
23285/015	04/11/2020	16/12/2020	Bridge House, Husseys Lane GU34 4NA	LF	Crown reduction and willow removal									
34259/011	03/11/2020	23/11/2020	Baldwins, Husseys Lane GU34 4LX	LF	Sycamore fell									
57700/001	03/11/2020	17/11/2020	3, Ryebidge Cottages GU34 4LB	UF	Two storey and single storey rear and side extension following demolition of rear lean to									
27351/007	29/10/2020	26/11/2020	Fords Cottage, Husseys Lane, GU34 4LX	LF	Listed building consent re internal works									
57754/001	27/10/2020	24/11/2020	Pike Cottage, Oast Lane, GU34 4JW	UF	Outbuilding to be used for purposes incidental to the enjoyment of a dwelling									
51388/001	20/10/2020	17/11/2020	The Thatched Cottage, Spollycombe Lane, GU34 4JU	UF	Listed building consent re softwood fence									
30552/020	19/10/2020	09/11/2020	5 The Barracks, Spollycombe Lane, GU34 4JR	UF	Crown thinning Damson tree									

### Item 8a Invoices for Approval and Payment

Date	Supplier	Description	Category	Invoice no.	Amount inc. VAT (£)
31/10/2020	Macallan Penfold	Preparation of Football Hut tender documents	Capital Projects	A3239	720.00

### Payments made since last meeting

Date paid	Supplier	Description	Category	Amount (£)	Approved by
15/10/2020	HMRC PAYE	PAYE July - Sept 2020	Clerk salary	402.12	BACS
15/10/2020	Voller Architectural Designs	Finalise design drawings re football hut	Capital projects	1,200.00	BACS
26/10/2020	Ricoh UK	Photocopier rental	Admin	114.55	BACS
29/10/2020	Adams Hendry Consulting	NWI Planning consultancy (Sept 2020)	NWI	720.00	BACS
29/10/2020	Treloar Print	November magazine	Magazine	194.00	BACS

**Item 8a Bank reconciliation @ 31 October 2020**

<b><u>FROYLE PARISH COUNCIL</u></b>			
<b><u>BANK RECONCILIATION at 31.10.20</u></b>			
Income (excluding VAT collected)			85,719.70
Less Expenditure (excluding VAT paid)			-64,972.91
Movement			20,746.80
Brought Forward from 2019-20			69,299.91
<b>Cash in Hand or at Bank</b>			<b>90,046.71</b>
<b>Balance shown in Receipts/Payments Accounts</b>			
<i>Amounts received not yet on bank statement</i>			
<u>Date</u>	<u>From</u>	<u>Cheque/cash</u>	<u>Amount</u>
TOTAL			0.00
<i>Cheques paid/ BACS payments approved not yet on bank statement</i>			
<u>Date</u>	<u>Payee</u>	<u>Cheque No.</u>	<u>Amount</u>
TOTAL			0.00
<i>Balance shown on Bank Statement A/C 00037134 at 31.10.20</i>			26,885.91
<i>Balance shown on Bank Statement A/C 07529822 at 31.10.20</i>			63,160.80
<b>Total at bank</b>			<b>90,046.71</b>
Less uncleared items			
	Receipts		0.00
	Payments		0.00
<b>Balance including uncleared items @ end October 2020</b>			<b>90,046.71</b>
Check			0.00