

FOUR MARKS PARISH COUNCIL

**Minutes of the Full Council Meeting
Held on Wednesday 15th July 2020, commencing at 7.30pm
Held remotely via Zoom video conferencing**

MEMBERS PRESENT:	Cllr Anne Tomlinson (Chairman)
	Cllrs Neil Bonter, Tim Brake, John Davis, John Hammond, Shaun McCarthy, Mike Sanders, Bryan Timms and Simon Thomas
IN ATTENDANCE:	Sarah Goudie, Executive Officer (EO)
	1 member of the public
	Jo Tsigarides (AEO)
	District Councillors Jonathan May and Diana Tennyson
APOLOGIES:	Cllr Janet Foster

20.77 CHAIRMAN'S WELCOME AND INTRODUCTION

Cllr Tomlinson opened the meeting, acting as Chair, in Cllr Foster's absence, welcomed all attendees.

20.78 OPEN SESSION - PUBLIC PARTICIPATION

Cllr Thomas raised the recent spate of criminal activity in the areas local to the Recreation Ground and a resident's concerns and their request as to whether the Council can impose a CBO on the suspect. After discussion and input from Cllrs Brake and Bonter, from both a Police and Streetwatch perspective, although sympathetic to all involved, it was agreed that the Police, who are in the midst of a detailed investigation should not be hindered, nor any risks taken, but supported with any factual information, and advise against any subjective social media comments.

Cllr Thomas also wished to raise the suggestion of moving forward to holding hybrid meetings, which would be discussed in the meeting.

A third issue was raised over concern with the lack of social distancing at the local Tescos, which District Councillor May, also commented on, now that the one way systems have been removed. It was agreed that this was out of the Parish Council's remit and one that Tescos needed to manage.

There were no further issues to raise, the Chairman closed the open session and opened the formal meeting at 7.50 pm. Standing Orders were applied.

20.79 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr Janet Foster, the apology was acknowledged and accepted.

20.80 DECLARATIONS OF INTEREST

The Chairman reminded all Councillors of their obligation to declare any declarations of either pecuniary or personal interest in any Agenda items.

There were no declarations of interest.

20.81 COUNCIL MINUTES

It was RESOLVED to approve the Minutes of the Full Council Meeting held on Wednesday 17th June 2020, previously circulated, following proposal as an accurate record of the meeting by Cllr Davis, seconded by Cllr Timms, agreed by all Councillors. The Minutes would be signed by the Chairman at the next meeting held in person.

Matters arising.

Cllr Timms wished to compliment the EO on her professionalism and authority brought to office, reminding Councillors on their responsibilities.

Cllr Thomas thanked the EO for sending the letter to EHDC with reference to the Janeland, Willis Lane, application, following concerns raised with reference to comments made at the meeting. Although a detailed reply had been received, he believed it did not answer any of the questions although noted that they did have the courtesy to respond. The general consensus is that the Council is 'flogging a dead horse' and any further action is likely to be fruitless.

20.82 CHAIRMAN'S REPORT

Cllr Foster's report had been circulated with the supporting paperwork, as follows:

Thank you to the EO and AEO for working at home with all that was involved setting up and working in a home environment. Now that you are back in the office please ensure you keep safe and make sure all visitors follow the processes set up.

An update from HCC highways that the pelican crossing on the A31 (Lymington Bottom crossroads) has been approved and work should start in the Autumn, lasting about 14 weeks.

20.83 DISTRICT COUNCILLORS REPORT

The District Councillor report is attached as Appendix 1.

Not much happening, but Cllr May thanked both Cllr Ingrid Thomas and Diana Tennyson for their ongoing work during the pandemic.

20.84 EXECUTIVE OFFICER'S REPORT

The Executive Officer had circulated her report prior to the meeting, as follows:

Coronavirus COVID-19 Update

The Parish Office is now open 4 days a week, I will be in on a Monday, Wednesday and Thursday, the AEO will be in on a Tuesday morning. Office visits by members of the public will be by appointment only and only two people will be allowed in at any one time. The Pavilion is currently not open to the public, so access is only for Parish office staff, again with guidance with only one person in the kitchen/toilet area at any time. The office will be sanitised at the end of each day. Risk Assessment to be discussed for approval under next Agenda item.

Virtual VE Day Race

The AEO will be submitting the Clerk's report to the Four Marks News for August which will have a full report on the race, the medals for all entries have now been distributed, and there should be some funds for a donation to the chosen VE Day charity, Help for Heroes.

Verge cutting. There have been numerous comments about the verge cutting timetable and destruction of wildflower verges. EHDC's response to this is:

There have been numerous requests to stop cutting certain grass verges by individuals and various groups because of wild flowers and other wildlife. These requests are coming to officers, members, through customer services and even direct to Norse crews. Grass verges at the side of the road form part of the Highway and are therefore Hampshire County Council land. Havant Borough Council and East Hampshire District Council cut these verges on behalf of HCC through an agency agreement. This agency agreement sets the minimum number of times these verges need to be cut each year which we are bound to adhere to unless directed otherwise by County. HCC have made it clear to me that it is not in EHDC's gift to agree to cease cutting altogether. Therefore, the enquirer needs to be referred to HCC who will assess each individual request and make the decision as the landowner. Enquiries should be made by means of the contact options at www.hants.gov.uk

20.84.1 Approval of Risk Assessment for Return to Office Working

Following proposal by Cllr Brake, seconded by Cllr Davis, it was RESOLVED to approve the Risk Assessment as circulated.

20.84.2 Request from a parishioner to hold a small group offering prayer for people in the seated area at Oak Green, three to four times a year (social distancing to be taken into consideration). Although agreed in principle, there was concern over numbers and what the prayers would entail, quiet reflection or the louder 'join in' style. It was agreed that numbers should be restricted, and that further information was needed before final approval given.

20.84.3 Cycle Lane on A31 Four Marks to Alton. Following circulation of correspondence, a brief discussion took place. Questions were raised on whether verges would be removed, or even part of the carriageway. Safety was also a big concern and potential knock on effect of a safe cycle route from Four Marks to Alton and beyond. However, it was agreed that in principle the initiative would be supported but the Council remain concerned over the viability.

20.85 OPEN SPACES

Cllr Tomlinson gave a short summary on the Open Spaces Committee meeting, highlighting the priority of upgrading the CCTV at the Recreation Ground, and the discussion with reference to the play area, to be discussed later in this meeting. The issue of the report of rats in the Allotments is being actioned by Cllr Davis with a subsequent report that there was no evidence in the cleared area as initially suggested. A flooding issue at the Cemetery was also being investigated as a matter of urgency.

Cllr Hammond raised the issue of village entry signage referred to on the area update report, and asked if there had been any action on this. The EO confirmed that this had been put on hold due to other more pressing issues but kept on the list as a reminder. Cllr Tomlinson asked Cllr Hammond to join the next Committee meeting to be involved in discussions on this issue, the item would be added to the Agenda.

20.86 PLANNING

20.86.1 Cllr Thomas gave the following summary report on the Planning Committee Meeting held on 1st July 2020, as follows:

An objection on policy grounds had been submitted on the application to fell two trees at 149 Winchester Road. Concern remains with the application for a new dwelling on the land North of Kia Ora, Lymington Bottom, due to the TPOs and access, with a safety audit being requested from prior to decision. There was also a discussion on a listed building application for an extension on the Semaphore house, Telegraph Lane, which the Committee had agreed was sympathetic to the existing dwelling. In addition, a new application has recently been received for 5 new dwellings on The Shrave, although in Chawton Parish, will be discussed at the Planning Committee meeting in August.

There was also a resident query discussed with reference to the refusal of their request to purchase their house. It was confirmed that there is an exception applied on the right to buy affordable housing in rural areas and Four Marks is classed as a rural area.

Lymington Bottom Road/A31 junction pedestrian crossing installation is now scheduled for Autumn, and are due to take place for 14 weeks at a cost of £400k. These works are being paid for solely by

Developers Contributions from the Cala Development. Cllr Thomas has questioned the cost and length of time the works are going to take with Cllr Kemp Gee.

20.86.2 EHDC Planning Application 39917/003

120 Winchester Road, Four Marks, 2 bay car port

The above item was presented, there were no objections to this application.

20.86.3 Planning Application Alton Materials Recovery Facility

The link to the application had been forwarded to all Councillors, Cllr Thomas presented a synopsis of the proposal, although aware of the fact that not all Councillors are of the same opinion, tried to be objective in his comments, and did not want to lead the Council in any way. The consultation is open until 18th August, and the intention is to summarise comments for submission at the next Planning Committee meeting. A number of detailed documents and supporting material are available on the website for perusal before that meeting.

Initial comments for consideration on the proposal were made, as follows:

- Is it necessary to have an incinerator and why shouldn't it remain as a recycling centre?
- What are the benefits of incinerating rather than recycling? It's a recorded fact that incinerating reduces recycling.
- What is the capacity for incineration locally and nationally, with the Government stating that there is already too much incineration capacity?
- Hampshire CC are not reaching their recycling targets
- In the Hampshire Waste & Mineral Plan adopted in October 2013, there was no identified need for large scale incinerators and that there should be better use of existing sites and capacity
- 90% of incinerators are on industrial complexes, no alternative sites have been presented, why is the facility not being located nearer to where the waste is generated (Portsmouth and Southampton), is this for profit related reasons? The waste is all retail and commercial, not residential.
- Visual impact, the proposed view will be very different to what is currently there.
- Claims that there will be 45 new jobs, when currently 65 people work in the recycling facility, is this actually a net loss of employment?
- Is this a sustainable site in planning terms?
- Its proximity to the South Downs National Park will cause light pollution and changes in ecology.

Questions and comments that arose during discussions were as follows:

- Is there not a provision already in Chineham? The answer is yes, additional concerns were raised subsequently over the safety records of this incinerator, including a recent fire.
- What would be the procedure if there was a leak and what would the pollution risk be if this happened?
- Increase in daily traffic movements, with no directional flow indicated. The movements are just the lorries to the facility, not lorries leaving, should the figure of 216 be doubled?
- Energy generation. Although supported by Energy Alton in principle, this is conditional, as nowhere is it mentioned that residential properties in Alton will benefit. The energy will go straight to the National Grid.
- Is this a case of 'Nimbyism', although Four Marks is likely to be unaffected being 'upwind' of the facility?
- What would be the effect on the local ecology?
- The site is next to a rail link, could the waste be moved by rail rather than road? Cllr Thomas advised that currently there is no capacity on the line. Could there be a second line, possible benefits?

Cllr Timms raised concern that this was not being discussed more fully tonight, and whether a discussion on 5th August would be a repeat of tonight's deliberations, Cllr Thomas advised that there was likely to be more information available as discussions are held locally for further consideration.

It was agreed that further discussion prior to submission was important and that all members of the Council should have the option of discussing and voting on the submission. Cllr Thomas asked the EO if Council members could attend the Planning Committee meeting, which the EO confirmed was possible, but that they would not be able to vote. The EO then suggested that the next Planning Committee meeting could become a Full Council meeting then all members would be able to vote, and that this may resolve the request to hold an August meeting.

Cllr Tomlinson advised Council to appraise themselves fully prior to the meeting on 5th August 2020.

20.87 FINANCIAL REPORTS

20.87.1 Approval of June bank reconciliations and trial balance

Following circulation and with no further comment, following Full Council approval, it was RESOLVED to approve the bank reconciliations and trial balance as at 30th June 2020 following proposal by Cllr Davis and seconded by Cllr Timms.

List of Payments made between 01/06/2020 and 30/06/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2020	1&1 Ionos Internet Limited	DD	51.60		Former website final account
05/06/2020	Talk Talk Business	DD	32.34		May office phone/b/band
09/06/2020	Lloyds Bank Credit Card	Statement	17.39		Credit Card payment
10/06/2020	Hampshire Woodlands Ltd	BACS	840.00		Tree maintenance
10/06/2020	Rialtas Business Solutions Ltd	BACS	148.80		Annual software support
10/06/2020	Auditing Solutions	BACS	366.00		End of Year Audit
10/06/2020	Semrah Landscape Management	BACS	1,854.00		Open Spaces grass cutting
10/06/2020	Four Marks Village Hall	BACS	2,000.00	Minute 20.55.3.2	Annual Grant
16/06/2020	Zarik Kuhn	BACS	330.00		Bench & bin installation
21/06/2020	Biffa Waste Services	DD	194.06		Waste collection - Pavilion
22/06/2020	British Gas	DD	18.65		Monthly gas bill - Pavilion
22/06/2020	CCLA Deposit Fund	BACS	25,000.00		Transfer of Reserves
29/06/2020	HALC	BACS	102.00		Clerk development training
30/06/2020	Unity Trust Bank	BANK	28.95		Quarterly bank charge
30/06/2020	Unity Trust Bank	BANK	2.00		Cheque paying in charge
30/06/2020	FM01	SO	1,716.53		June Net Salary
30/06/2020	FM04 - JT	SO	263.64		June net salary
30/06/2020	HM Revenue & Customs	SO	596.62		June PAYE & NI
30/06/2020	Hampshire Pension Fund	SO	571.47		June Pension Contributions
Total Payments			34,134.05		

20.87.2 To authorise July 2020 payments

Following circulation of supplementary papers, the July payments as detailed below, with no further comments, following Full Council approval, it was RESOLVED to authorise the July 2020 payments as presented, following proposal by Cllr Thomas and seconded by Cllr Brake, which would be signed in due course.

List of Payments made between 01/07/2020 and 31/07/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/07/2020	Talk Talk Business	DD	32.34		June phone & bband
09/07/2020	FM01	BACS	66.60		June Travel Expenses

09/07/2020	Idverde Limited	BACS	1,105.20	Bins, April - June
09/07/2020	CPC UK Ltd	BACS	49.80	Office supplies
09/07/2020	Howard Carpenter	BACS	445.30	Allotment expenses
09/07/2020	Hampshire Woodlands Ltd	BACS	648.00	Open space maint.
09/07/2020	Sawcapes Play	BACS	600.00	Play areas site clean
09/07/2020	British Gas	DD	16.15	Monthly bill - Pavilion
10/07/2020	Lloyds Bank Credit Card	Statement	17.39	Credit Card payment
19/07/2020	Semrah Landscape Management	BACS	3,072.00	Open Spaces Maint.
19/07/2020	SSE Southern Electric	BACS	269.30	Electric Pavilion Apr-Jun
	Total Payments		6,322.08	

20.88 RE-OPENING OF CHILDREN'S PLAY AREA

Cllr Tomlinson opened the discussion with a report on what had occurred at the Open Spaces meeting, the decision made and subsequent proposed action to potentially re-open.

The EO prior to debate made the following points for consideration:

The opening of the play areas is not mandatory, and up to each Council to assess the risk and guidance. With a risk assessment carried out, the decision is whether the benefits outweigh the risks. Although outdoor spaces carry low risk, outdoor equipment have high numbers of touching points. Health and Safety advises to look for ways to reduce risk not eliminate them, as this is not possible. Health and Safety also advise that cleaning introduces another liability and onus on the provider rather than the user.

Each Councillor in turn gave their point of view, as follows:

- The Council will be liable come what may as they will have no control over its usage, the risks are too great. Should not be opened to the public.
- The children need the opportunity to develop through play and this has been denied over the last few months. It should be opened, even though there are risks.
- The benefits are not of importance, children can play anywhere, opening the play area, even with notices, give the impression it's a safe area, and it's not. It should not be opened.
- A detailed risk assessment has been compiled, and although was firmly on the open side, now have greater concerns on how the public behave. It would be difficult to prove that one had been infected by the use of play area, and although finely balanced, would support its re-opening. Benefits for all, children adults and carers, any non compliance it should be shut immediately.
- Guidance clearly states if you can't open safely, then don't. Children will always find somewhere to play, still too much risk. It cannot be policed, and therefore should not be opened. Unusual times, unusual circumstances.
- We are dealing with human beings, who cannot be supervised, and judging by other incidences, and as the area cannot be supervised, it should be remain shut.
- Noting the risk assessment, thanks for the detailed, benefits overstated, and the point that the opening is not mandatory, and although those children accompanied by adults are likely to be supervised correctly, what about those who come alone or without parental knowledge? The risk cannot be overstated. Puts too much onus on the Council. We are not clear of the pandemic yet, weve seen Bournemouth beach, all mitigations are not fool proof, nor adequate. The area should remain closed at this time.
- Supportive of the previous comments, the likelihood of guidance not being followed, the play area should remain closed. If I were an individual, I wouldn't open it. We cannot tell people off without abuse. Risks are too great.
- I believe the risks can be managed and should be down to parental responsibility, it is important for family health and wellbeing to be able to play, and think that the play area should be opened, but note I am in the minority.

Concern was raised that if a vote is taken, according to Standing Orders, items cannot come back to Council for 6 months. The EO reminded Councillors that should two or more Councillors request the item be brought back it can (Standing Order 7(a), although as these are exceptional circumstances, there is scope for flexibility, for example change in Government guidance.

The Chairman summarised the comments as above and, taking all comments into consideration, proposed an amended motion to allow for a decision by vote but that this would be an Agenda item for review at the Council meeting newly scheduled for 5th August, with the flexibility for the decision to be reversed without notice or vote, should there be any change in Government guidance or instruction.

It was therefore RESOLVED, with six votes in favour and three against, to keep the play area closed until the Council meet in August, or if Government guidance changes in the meantime.

There was a request that this is succinctly communicated to the public and that no Councillors were identified in the comments, which was agreed.

District Councillor May left the meeting.
Councillor Timms lost connection.

20.89 CODE OF CONDUCT CONSULTATION OF REVIEW

The EO outlined the circumstances surrounding the review of the code of conduct, but raised concern that one issue that has not been addressed, which is the main reason the call had been made for an updated code of conduct, is that of Sanctions. There is still no real punishment, and therefore deterrent, for those Councillors who breach the code of conduct. Cllr Thomas, in agreement, referred the Council back to an EHAPTC meeting where the Code of Conduct was discussed. Following the elections in May, training had been promised for all new Councillors, but this had never happened. The new EHDC lawyer had intimated that once the new code of conduct was in place, training would be offered, but at a cost. Cllr Thomas raised at the time that it would be far more cost effective to train Councillors with no charge, than not and continually have to deal with breaches, wasting resource.

Cllr Tomlinson suggested that the EO circulated her notes and comments for due consideration and Councillors can then respond to the consultation should they choose to do so.

20.90 EXTERNAL COMMITTEE AND AREA REPRESENTATIVE REPORTS

20.90.1 Allotments. Three plots had been identified as being in a poor state and the tenants had been given 28 days notice to bring back up to standard, but there were people on the waiting list to fill any spaces. The overgrown area has now been cleared and there is no evidence of rats, therefore it has been concluded that the rats have come from another source.

20.90.2 Benians Pavilion. There was a concern raised over the call for football training and compliance with guidelines on training. Also noted that adults and under 18s should not be training together at this time. Although fully supportive of the Football Club, they need to follow guidance. The EO was asked to make contact.

There was no further updated on the Pavilion. With no date for re-opening although discussions on the expansion programme were due to held imminently. Last year's accounts are being compiled.

20.90.3 Footpaths. The AEO confirmed that she was in the process of seeking permission for the installation of kissing gates at three locations. The reported stile had now been made safe by the land owner. Four Marks News had sold out of their book of walks and were now in the process of rewriting it with the promise of a link to our website. The EO confirmed that footpaths were being strimmed this week. Cllr Thomas advised that Cllr Sanders has resurfaced Footpath 4 from Telegraph Lane to Weathermore, for which he was formally thanked.

20.90.4 Oak Green. The ASB previously reported has reduced but not yet ceased and there has been no further response from the police since Cllr Foster's initial report. All eight shops are now open for business. The drainage works had now been given the go ahead.

20.90.5 Village Hall. Cllr Brake confirmed there had not been a meeting, although one was being scheduled until the EO intervened and reminded them that the Committee could not yet meet within guidance, so the meeting was being arranged by Zoom, although without their Chairman.

20.91 ONGOING PROJECTS

20.91.1 Community Facility Improvements

Cllr McCarthy gave a brief update in that Cllr Sanders, the EO and himself had a productive Zoom meeting. A draft report has been prepared, and will be issued in a more formal format, with a proposal for an extraordinary meeting to discuss the report and the next stage in the process.

Cllr Davis referred to the potential offer for the lease of some open space, which is referred to in the report. Cllr Thomas also reminded Councillors that in the Local Plan, the proposed development off Barn Lane did have a significant amount of open space provision for consideration, to offset any loss of open space the new building would replace.

Cllr Timms re-joined the meeting

20.91.2 Climate Change

The EO confirmed that the various initiatives already discussed are currently on hold, but the item needs to be kept on the Agenda. The EO also noted that the policy was still in draft format and has not been formally adopted, and that this will be raised at the next F&GP meeting.

Cllr Sanders advised that Ginny Boxall, the climate change champion for EHDC, was giving the following advice:

- Find a green energy supplier
- Avoid flights
- Purchase a hybrid or electric car
- Get your house insulated
- Eat sustainably and reduce food waste
- Distribution hubs for foods in towns and villages.

Cllr Thomas confirmed EHDC had adopted their new strategy and policy to be carbon neutral by 2025.

EHAPTC had also been discussing the Greening policy, led by Teresa Plowright, which was now being resumed.

Cllr Thomas raised concern over the cutting of verges and that the Parish Council needed to identify verges within the parish that should be excluded from cutting. Cllr Tomlinson, referring to the EO's report on procedure, agreed to add to an Open Spaces Agenda for consideration and go through due process for submission to HCC as appropriate.

20.91.3 Festival Committee projects

Cllr Hammond had nothing to report at this meeting.

20.92 NEXT MEETING:

It was agreed following earlier discussions that an additional Full Council meeting would now be held on Wednesday 5th August 2020, as well as the two Committee meetings. Timings would be advised in due course, and in discussion with the Chairman and Chairs of the Committees. The Agenda items for this meeting would only be to discuss the Outdoor play areas, the Veolia planning application and the time frame based on guidance on agreeing when to change from remote to either hybrid or physical meetings.

20.93 The Chairman closed the meeting at 21.45pm.

APPENDIX 1

District Councillor report 15th July 2020

Ingrid Thomas

As with all other aspects of life at the moment most time has been spent thinking about and trying to get help to people in need during the pandemic lockdown. Easthants managed to pay out all the business grants within 10days including having to chase some businesses to persuade them to claim.

The staff at Easthants are mostly working from home so many things take a bit longer. Site visits have restarted so the officers are catching up with the outstanding visits that are needed. The traffic officers have been helping to deliver food parcels and check up on extremely vulnerable in the district for the past few months but are now back on patrol. For the first week back they concentrated on persuading people that parking across roads, on double yellow lines and generally appearing to abandon cars in strange places would no longer be the way to behave, they are now issuing tickets again.

The district council along with the county council are moving into the next phase of their covid plan which is to try to help the communities and businesses to recover from the lockdown period. Ways of helping with grant funding and officer help are part of the plan along with coordinating and signposting ways in which other help can be given. The council as a whole is looking at how it can work more efficiently in future learning from the experience of having to move quickly into lockdown and working less in an office.

The planning teams have been working from home and are making good progress with the local plan review moving to the next stage.

This morning the decision on the travelling showpeople site in Chawton was published, it has been refused. As with most refusals it's probable that an appeal will come next.

Last week at Cabinet the climate and environmental strategy was agreed. This is the strategy on how the district council will respond to the climate emergency and is available on the website. District councillor grants will each have £1000 of their total available only to environmental projects, so if you are considering such a project for the benefit of our residents please contact one of us to discuss possible funding.

As ever if we can assist in any way please contact us,

Ingrid Thomas

Diana Tennyson

Jonathan May