

MINUTES OF THE LOCKERLEY PARISH COUNCIL MEETING HELD ON 27TH AUGUST 2024 AT THE PARISH ROOMS, LOCKERLEY, HAMPSHIRE

Cllrs. Present: Cllr. Kevin Baker, Cllr. Tim Coomer, Cllr. Peter Funnell, Cllr. Tara Madgwick, Cllr. Jane Waller (Chair), Cllr. Joanne Young

In attendance:

Borough Cllr. Alison Johnston – Test Valley Borough Council
David White – Chair - Lockerley and East Dean Memorial Hall Committee
Members of the public.

1. APOLOGIES

Cllr. Len Arthur – Lockerley Parish Council
County Cllr. Nick Adams-King – Hampshire County Council

2. DECLARATIONS OF INTEREST

None recorded.

3. PUBLIC QUESTIONS ON AGENDA ITEMS ONLY

None recorded

4. TO READ AND RESOLVE APPROVAL OF THE MINUTES OF THE FULL COUNCIL MEETING HELD 8 JULY 2024

The Chair reviewed the Minutes of the Full Council meeting held on 8 July 2024. Members unanimously RESOLVED to accept the Minutes of these meetings as a true and correct record. The Chair signed the Minutes accordingly.

5. MATTERS ARISING FROM THE MEETING HELD 8 JULY 2024

In pursuance of Minute 13 of the Full Council Meeting, the Parish Clerk advised members that he did submit a grant request to County Cllr. Nick Adams-King at Hampshire County Council for financial support for the purchase of a solar powered SID. The Parish Clerk was delighted to report that County Cllr. Nick Adams-King has approved a grant payment of £1,000 as a contribution towards the expenses involved.

6. BOROUGH AND COUNTY COUNCIL REPORTS

In the absence of County Cllr. Nick Adams-King, the Parish Clerk advised members of the report he has received. Members noted the comments made.

Borough Cllr. Alison Johnston provided details of her latest report on matters relating to Test Valley Borough Council, which she had prepared previously and was circulated by the Parish Clerk to all. She reported on matters relating to housing land supply, that her priority is to support rural areas and communities and a discussion ensued on a climate change action plan, which is being pursued at Test Valley Borough Council. Members noted the comments made.

7. CORRESPONDENCE RECEIVED

The Parish Clerk advised members of all correspondence received to date, which were noted without further comment.

8. TO RESOLVE THE FINANCE SCHEDULE OF EXPENDITURE FOR JULY/AUGUST 2024

The Parish Clerk advised members of the expenses of the Parish Council for July/August

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2024, which amounted to £3,273.21 as scheduled below, together with the latest financial position of the Parish Council.

£1,344.00 – Michael Eastwood – Invoice 38/16 dated 30 June 2024 – Groundwork at Lockerley sites

£315.00 – HMRC – Payment of PAYE (Income Tax)

£372.00 – Playdale Playgrounds – Invoice 0000056387 dated 11 July 2024 – 50% deposit for play equipment parts

£537.00 – Kevin Glyn-Davies – July Salary

£84.00 – Andrew Somerton – Invoice dated 18 July 2024 – Materials and labour costs for replacing missing dragon's teeth and re-fixing three others at Butts Green

£20.00 – Thorngate and Blackwater – Invoice dated 11 August 2024 – Printing and distribution of Lockerley Green Code

£229.21 – Wicksteed Leisure – Invoice 0000826038 dated 9 August 2024 – Cradle seat/chains, grease and various caps for play area

£372.00 – Playdale Playgrounds – Invoice 0000056894 dated 19 August 2024 – Remaining deposit for various sized horizontal poles

Members unanimously RESOLVED the expenditure of the parish council for July/August 2024 as prescribed totalling £3,273.21

9. TO RECEIVE AND RESOLVE APPROVAL OF THE CONCLUSION OF AUDIT TO THE YEAR END AUDITED ACCOUNTS 2023/2024

The Parish Clerk advised members that to date, he has not received any information or documentation from BDO (External Auditors) and therefore there was nothing to report. In light of this, this agenda item was not discussed.

10. TO DISCUSS AND RESOLVE DELEGATED AUTHORITY TO EXPLORE A PARTNERSHIP APPROACH WITH REPRESENTATIVES OF THE MEMORIAL HALL TO POTENTIALLY PURSUE NECESSARY CAPITAL PROJECTS AND SUBMIT APPROPRIATE GRANT APPLICATIONS FOR FUNDING

The Chair welcomed David White to the meeting and advised members that there are a number of existing grant funding sources currently available for which to apply. It was explained that the trustees to the Memorial Hall have been approached via Cllr. Len Arthur to bring to their attention the potential of making grant applications for suitable improvement projects. A discussion ensued on the most effective way forward to progress matters accordingly. David White explained that he was the Chair of the Lockerley and East Dean Memorial Hall Committee and advised who serves on the committee. He advised that, at present, the Memorial Hall was a trusteeship with the financial implications that entails. They are now in the process of applying for CIO status. He stated that the Memorial Hall committee will be a charitable incorporated organisation (CIO). This means it will be a charitable incorporated organisation (CIO) and therefore a corporate body (like

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a company) with a constitution that is registered with and regulated by the Charity Commission. The committee is in the process of formalising its status as a CIO and registering accordingly, which is essential. He appreciated the opportunity to advise members and the public what the current status and position of the Memorial Hall committee is and the efforts of the Lockerley Parish Council to apply for appropriate grant funding. He stated that he has been reviewing the ACRE Net Zero Design Guide, which provides helpful guidance. He stated that it is intended as a simple, practical and helpful resource outlining the things management committees should and can consider when planning how to 'go green', as well as introducing the different technologies that can be used to this end.

At the current time, David White and the committee are working to ensure that the current constitution conforms to the CIO requirements and is legally correct. Until such time as the Lockerley and East Dean Memorial Hall management committee constitution has been adopted and formalised and that all the CIO requirements are strictly adhered to, no progress can currently be made. The next meeting of the committee is the AGM and this will take place on 25 November 2024 at 7.30pm in the memorial hall. Cllr. Tara Madgwick advised that she was aware of CIO requirements and knew of a colleague who is very familiar with this type of charity framework. She stated she would attend the AGM in November.

Members agreed to DEFER this agenda item for further discussion and update for the January 2025 Lockerley Parish Council meeting.

11. TO CONSIDER POTENTIAL LOCKERLEY PARISH COUNCIL CAPITAL PROJECTS FOR INCLUSION IN THE FINANCIAL YEAR 2025/2026 BUDGET

The Parish Clerk explained to members that as the parish council only meets on a bi-monthly basis and the budget and associated precept must be resolved by January 2025, it is necessary to consider capital projects to pursue and make budget provision for the financial year 2025/2026.

Members noted the requirements and procedure and it was agreed to email the Parish Clerk with capital project concepts for consideration and discussion at the November Parish Council meeting.

12. TO RECEIVE AN UPDATE TO THE PLAY AREA FOLLOWING REMEDIAL WORKS

Cllr. Kevin Baker provided a full verbal update as to the recent remedial works undertaken at the Tim Iles Playarea and confirmed that all is operating as it should. All inspections are carried out in strict compliance with expectations and emailed to the Parish Clerk to ensure a complete record is maintained. Cllr. Kevin Baker informed all present that he has received a number of compliments from parents as to how pleasant the playarea is and the high standard to which it is being maintained. All that remains is to address the in-fill fencing by the car park and prices are being sought.

13. TO CONSIDER AND RESOLVE THE TERMS OF REFERENCE FOR A BUTTS GREEN WORKING PARTY

Cllr. Joanne Young introduced this agenda item advising members of the terms of reference for a Butts Green Working Party, previously circulated and the necessity of having this resolved. Members raised a number of minor amendments to the policy, which

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were noted and agreed. It was RESOLVED to formally accept the terms of reference for a Butts Green Working Party as previously circulated. The following members agreed to be representatives on the working party: Cllrs. Kevin Baker, Peter Funnell and Jo Young. It is hoped that the working party will garner local interest and the first meeting of the working party is planned for early September.

14. TO DISCUSS BUTTS GREEN CAR PARKING ISSUES AND POTENTIAL SAFETY MEASURES

The Chair commented that the significant measure of investigating and procuring a Speed Indicator Device (SID) was discussed in some depth earlier in this meeting and that a £1,000 grant has been received to defray the cost. In addition, members were confident that matters may improve after the recently agreed Village Green code has been distributed to all in the village. Furthermore, the Butts Green Working Party will be looking at matters and discussing remedial options for improvement.

15. TO DISCUSS LOCKERLEY PARISH COUNCIL COMMUNICATIONS

Cllr. Joanne Young raised the matter of parish council communications. She felt that some of the information that is regularly circulated should pan out for wider public information as it is helpful and useful. Members discussed the most appropriate media channels to employ to disseminate this information such as Social Media, the local newsletter, Spotted Lockerley and the Lockerley Parish Council Website. The advantages and disadvantages of the use of Social Media were discussed and the importance of ensuring that the correct format and procedure is used to avoid ambiguity and potential misunderstanding. Members agreed, in principle, to fund two newsletters per annum for the time being.

16. TO RECEIVE AN UPDATE ON THE PAN PARISH RIVER POLLUTION FORUM

Cllr. Joanne Young provided an update to the Pan Parish River Pollution forum, which she attended in June 2024. She advised those present of the Houghton Water probe and that this is in situ and operational. Hugo Fox have provided a website free of charge with a membership only section. Houghton Parish Council and Romsey Town Council are building a better rapport with Southern Water and are looking to put water probes at mutually agreed strategic locations. There are plans to set up Citizen Scientists. There are no pressing issues for Lockerley Parish Council to concern themselves with at the present time. There is no date set for the next meeting and it may be some time yet.

17. TO DISCUSS AND CONSIDER PURSUING A LOCKERLEY COMMUNITY PLAN

The Parish Clerk advised members that Sarah Hughes (Test Valley Borough Council – Senior Neighbourhood Planning Officer) recently contacted him. She advised that in November 2022, the Parish Council agreed to designate the whole of the Parish for the purposes of undertaking a neighbourhood plan. She stated that she would be more than happy to meet with members to discuss the various types of community planning that are available to PC's (Community Led Development, Rural Exceptions Sites), if this is something that Lockerley Parish Council is still interested in pursuing.

The Parish Clerk made specific reference to previously circulated information as to what community and neighbourhood plans are and what this entails. There is a wide variety of different community plans and most projects start with a Village Design Statement.

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Members agreed that Sarah Hughes should be invited to the next Parish Council meeting in November, to discuss community plans.

18. TO DETERMINE AND RESOLVE PLANNING APPLICATIONS

The Parish Clerk advised members of the planning applications received since the last meeting, which members have RESOLVED and decisions submitted to Test Valley Borough Council to meet the prescribed deadlines. It was explained that there remains one planning application to be determined, which has recently been received.

24/01522/FULLS - Reconstruction including heightening of central shared chimney stack to include brickwork and pots at 1 and 2 Forge Cottages, Romsey Road, Lockerley – No Objection.

24/01771/FULLS - Alterations to existing dwelling including 2 storey extension to North East Elevation, removal of chimney, construction of dormers and roof extension to join with extension, angled bay squared and minor alterations to windows and doors at The Granary, Tote Hill, Lockerley – No Objection

24/01352/VARS - Variation of condition 02 (approved plans) of 22/03106/FULLS (Demolition of dwelling and erection of replacement dwelling) to alter roof from hip to gable to achieve link, internal alterations, formation of dormers on northwest and southeast elevations, and alterations to flat roof at The Granary, Tote Hill, Lockerley – Application Withdrawn

24/01106/FULLS - Two storey side extension, single storey rear extension, and front porch at 3 East Dean Road, Lockerley – No Objection

24/01948/FULLS – Two storey and single storey infill/side extension, replacement and additional fenestration, front porch, installation of roof light and associated landscaping at Northside, Lockerley Green, Lockerley – Members Resolved No Objection but subject to the safety caveat that despite the declarations made in the planning application, that there is sufficient space and capacity movement for construction vehicles on the highway, this is in fact not the case and provision must be considered for necessary and appropriate road safety, health and safety, given the insufficient highway space around this property.

19. FOOTPATHS AND ROADS

The Chair provided the following report:

Shackell's Lane: Footpaths 33 and 32

Roughly trimmed in June. More work needed in autumn/winter.

Footpath 32.

New owners of the 2 adjacent properties. Path is too narrow where it joins FP33. The Curlew's Lodge section has now been fenced in.

Gambledown and Pains Hill Farms: Footpaths 25 and 30

Both fenced in paths beautifully cleared in July. Access problems now exist where the field crossings are blocked by crops.

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From the garage towards Critchell's Farm: Footpath 16

Scheduled for August. Yet to be cleared.

Parish Room hedge and patio area

To be cut and cleared in September.

Memorial Hall hedge and ditch

To be cut and cleared in October.

PROPOSED FUTURE WORKS

Butts Green ditch.

It is hoped that this will be cleared in November.

Footpath 31

It is hoped that this will be cleared in December/January, from The Old Farmhouse, Pains Hill to Mount Lane. This path is completely blocked in several places. Complaints have been received in the past.

OTHER WORKS

Hedge Cutting: Top, narrow section of Shackell's Lane

Owned by Norman Court. They have attempted the cut by angling their cutting blades from the other side of the hedge. Not satisfactory. The Chair has discussed this with the manager. Clive Jones has the equipment narrow enough to access and cut this section of the hedge on both sides. He has quoted with us to complete the work.

Tote Hill Common

Two fallen trees cut and removed by one adjacent landowner. The glade partially cleared by another adjacent landowner. The Groundsman, Michael, will complete the second grass cut of the green in September.

Members noted the report.

20. MEMBER QUESTIONS

None recorded.

In the absence of any further business to transact, the Chair closed the meeting at 20.25 hours.

The next meeting of the Parish Council will be held at the Parish Rooms, Lockerley, date of which to be confirmed.