

RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING

**held on Monday 13th June 2022 at 7:00 pm
at Henry Beaufort School, Media Suite.**

Present: Cllr G Sallis (Chair), Cllr P Cunningham, Cllr D Tozer, Cllr T Jackson, Cllr J Whitburn, Cllr L Winn.

In attendance: Mrs L Fielding (Clerk & RFO), City Cllr J Batho, and City Cllr M Craske.

Members of the public: None.

22-040: Apologies for Absence.

Cllr J Biddlecombe, Cllr E Maun, Cllr R Warren, City Cllr C Horrill, City Cllr K Learney, and WO1 (RSM) R J Bould.

22-041: Disclosure of Interest.

Cllr D Tozer declared a **personal interest** in a planning application at Buriton Rd (see minute item 22-051).

22-042: Public Participation.

None.

22-043: City Councillors' Report – City Cllr P Cunningham.

City Cllr P Cunningham summarised the Warmer Homes initiative in which residents of private housing in the Winchester district can apply for the installation of energy efficiency measures. To be eligible, all properties must have an EPC rating of D or above, and the total household annual income must be less than £30,000 or the household should be in receipt of certain benefits. Cllr Cunningham also noted that the small grants scheme has re-opened which provides grants of up to £500 to local voluntary/not-for-profit groups and organisations for one-off expenditures on projects, equipment, and other items. Applications can be made at any time, with decisions made every three months. The deadline for the first round is 30 June 2022.

Cllr T Jackson queried how it might be possible to identify groups within the Parish who would most benefit from the Warmer Homes initiatives and it was agreed to include an article in the newsletter, and City Cllr M Craske suggested that the council may consider connecting with the team at WinACC and the SuperHomes initiative for advice.

22-044: City Councillors' Report – City Cllr M Craske.

City Cllr M Craske reported that Winchester City County have a fund of £450,000 to spend on Heritage Assets, and £185,000 will be spent on street cleaning and refurbishment across the district. The Town Forum is investigating a cycle strategy and asking people where they would like to park cycles within Winchester.

Cllr L Winn reported concerns with safe cycling routes into Winchester rather than cycle parking.

22-045: County Councillor's Report – County Cllr J Warwick.

County Cllr J Warwick was not able to be present but provided a written report (see Appendix A pre-circulated to the Parish Councillors).

22-046: Minutes of the full council meeting held on 9th May 2022.

The minutes of the meeting of 9th May 2022 were presented, and it was **proposed by Cllr L Winn, seconded by Cllr P Cunningham, and RESOLVED that the minutes of the meeting held on 9th May 2022 be approved.**

22-047: Matters Arising.

The actions from the last meeting were reviewed. The status of the actions is shown at the end of these minutes.

22-048: Military Report: Sir John Moore Barracks/Worthy Down.

The ATR representative RSM WO1 Bould was unable to attend, but had sent a report noting two events at ATR (W) as follows:-

- 6 Aug - Sgt's Mess Summer Function 1800-2300.
- 13 Aug - ATR (W) Families Day 1300 – 1900.

22-049: King's Barton Forum.

No report.

Signed: _____ Date: _____

22-050: Police Report.

PCSO Leung provided a written report (see Appendix B pre-circulated to the Parish Councillors).

The councillors raised concerns about the number of incidents reported on Buriton Rd, and it was noted that the police had been actively pursuing leads with the residents.

22-051: Planning.

a. New Applications.

The Planning Schedule for June 2022 was circulated and discussed.

The Clerk reported that according to the temporary delegation schedule, and after consultation with councillors, she had supported 22/0591/HOU (8 Rozelle Close, Littleton) and not raised any objections for 22/00697/HOU (39 Priors Dean Rd, Harestock).

Additionally, the Parish Council resolved not to raise any objections for 22/01058/TPO (Berkswell, Rewlands Drive, Harestock) and 22/00703/HOU (4 Southwick Close, Harestock).

b. Existing Applications.

It was noted that 6 applications previously reviewed by the Parish Council, have now been approved by WCC.

c. Enforcement Matters.

The existing open enforcement cases were reviewed and no concerns were raised.

Action: The Clerk to report a concern regarding a shipping container on a property in the parish to the enforcement team.

22-052: Parish Council Finance.

a. May Payments for endorsement.

The payments list for May 2022 (see Appendix C) containing payments already made was presented for consideration and, after discussion, was accepted. **It was therefore proposed by Cllr T Jackson, seconded by Cllr D Tozer and RESOLVED that payments on the May payment schedule should be endorsed.**

b. June payments for approval.

The Clerk presented the list of payments for approval (see Appendix D) and it **was proposed by Cllr P Cunningham, seconded by Cllr D Tozer, and RESOLVED that payments totalling £6,359.52 should be paid.**

22-053: Climate Change.

a. Report from the Climate Change Working Group lead.

Cllr D Tozer summarised a written report (see Appendix E pre-circulated to the Parish Councillors), and it was confirmed that Cllr T Jackson and Cllr E Maun are responsible for the conservation field in the Recreation Ground as listed on the council's roles and responsibilities table. It was also agreed that the number of wild cherry trees in the conservation field needs to be reduced, and this should be targeted for either Autumn 2022 or Spring 2023.

b. Climate Change Working Group Terms of Reference.

The proposed Terms of Reference document for the Climate Change Working Group was presented, and it was **proposed by Cllr G Sallis, seconded by Cllr D Tozer, and RESOLVED that the Terms of Reference for the Climate Change Working Group, dated 23rd April 2022 be adopted.**

22-054: Consultations and Campaigns.

a. Hampshire County Council's New Local Transport Plan for Hampshire

The Parish Council reviewed the proposed response to the New Local Transport Plan for Hampshire, and after some discussion it was **proposed by Cllr T Jackson, seconded by Cllr D Tozer, and RESOLVED**, with one minor modification, to submit the proposed document as a response to the New Local Transport Plan.

Action: The Clerk, in consultation with Cllr T Jackson, to submit the council's response to HCC's New Local Transport Plan.

b. Hampshire County Council passenger transport consultation

The Hampshire County Council passenger transport consultation was considered and after some discussion, the Clerk was asked to contact Cllr J Biddlecombe for advice.

Action: The Clerk to ask Cllr J Biddlecombe for advice related to HCC's passenger transport consultation.

c. The council reviewed the proposal from the Climate Change Working Group to request that HCC consider the introduction of 20 mph speed limits in Littleton & Harestock. After much discussion, it was proposed by Cllr G Sallis, seconded by Cllr D Tozer, and **RESOLVED** to support a reduction in the speed limit for all 30mph roads to move to a 20mph limit.

Action: The Clerk to inform Hampshire County Council of the Parish's Council's support for 20mph speed limits.

Action: Cllr L Winn to draft a newsletter article informing residents of the council's support for a 20mph speed limit, and the introduction of a survey for residents.

22-055: Estate Matters.

a. Report from the Playground lead.

Cllr L. Winn reported that she had been working alongside the Clerk to ensure that the playgrounds in Bradley Road and at Littleton remain well-maintained and safely used.

The annual inspection was received last month and gave an overall rating of moderate risk in both playgrounds which is based on a large number of items that need monitoring and present low risk and a few items that require action, though still presenting only medium risk. Quotes are currently being sought for the work.

The two major expenses that will occur this year are the replacement of the surface around the basketball and goal apparatus in Bradley Road and the removal and replacement of the crow's nest climbing equipment in Littleton (as well as providing slope climbing opportunities up to the slide). None of the options received so far are ideal and the search continues.

b. Estates Working Group report.

Cllr E Maun was not able to attend the meeting, however, the Clerk provided feedback from Cllr E Maun as follows:-

i. Sports Club.

A positive meeting with the Sports Club had been held, and Cllr E Maun will be arranging a one-to-one with the Junior Football Team. The booking diary has been returned, and the Sports Club has agreed to look at an online booking system.

ii. Break-in at the Bowling Club and Sports Store.

A Break in at the Bowls Club and the new storage facility occurred recently, and the Clerk is pursuing quotes for repairs. The council's insurance company has been contacted.

iii. Damaged/rusted out equipment in Rec and the Harestock Cage.

Cllr E Maun has taken some photographs of damaged and rusted equipment which needs further investigation.

iv. Tennis Court Path.

The path is completed but still closed as the handrail is not yet done. The original proposal for the handrail has been revised, and the original plan for a wooden fence is proposed to be replaced with a green metal railing similar to the one outside the Pavilion. Although the proposed railing cost has increased it should still be within the overall budget for the path and the railing. The council, therefore, **resolved to approve the new budget of £2,142 for the railing.**

v. Jubilee Trees.

The Jubilee trees have been planted, and the Queen's canopy plaques have been received from WCC. The format for the individual plaques for the WI, St Catherine's Church and the council is being finalised.

A tree planted for the last Jubilee at Harestock shops has been restricted by the metal frame, and it is planned to remove the frame.

22-056: July Newsletter

The proposed articles for the July newsletter were discussed, and it was agreed that any new submissions should be received by 21st June 2022. It is not planned to have a newsletter in August.

22-057: Parish Council Reports.

a. Littleton Village Design Statement (LVDS)

It was noted that the draft LVDS had been discussed and agreed with WCC officers, and is now back with WCC for a final check before being put out for public consultation by WCC.

b. Littleton and Harestock Show

The Clerk reported that the Show Society is making good progress in planning the 2022 show, however many of their suppliers have increased their charges and there are concerns that the show will run at a loss this year. The Show Society is continuing to investigate cashless payments.

c. Queen's Jubilee

Cllr J Whitburn reported that the various Jubilee events were all well attended. The open gardens were visited by 300 adults, and the cream teas were very popular. The film of the coronation was enjoyed, and 170 people attended the walks with 170 bacon and egg baps sold. Cllr J Whitburn estimated that 300+ people attended the Big Community Picnic which unfortunately ended early due to bad weather. It was anticipated that a small profit would be made, and Cllr J Whitburn thanked LHPC for their grant towards the events.

Cllr G Sallis congratulated the whole team for the whole weekend of Jubilee events and thanked everyone involved on behalf of the Parish Council.

d. The Millennium Memorial Hall.

The Solar panels (3x13) are now in place; however, the trustees did not purchase a battery. It was suggested that the Town and Parish Council Investment Fund might be approached for a grant to supply an appropriate battery.

Hall bookings are slowly increasing however they are not at pre-Covid levels yet.

e. Flood Alleviation

It was noted that Hampshire County Council officers met with the Fyfield Residents Association and a selection of Pitter Close residents to update them on technical proposals for the Littleton element of the Outer Winchester Flood Alleviation Scheme.

f. Transport, Traffic & Civil Engineering.

The clerk reported concerns raised by residents about HGVs using Main Rd when they can use alternative routes. It was noted that Main Rd does not fulfil the criteria for a 7.5 tonne weight limit and that the Clerk should refer to Cllr J Biddlecombe for advice.

g. Environment (Residents Issues).

Concerns have been raised about the height of the grass in various areas of the Parish; in particular the area at the bus stop near the Hall Way, Littleton is dangerous for pedestrians as they have to step out onto the road. Cllr P Cunningham reported that Winchester City Council are facing operational difficulties with the grass cutting contracts across the district, and he has been pursuing them to get the grass cut as soon as possible.

22-058: Items for noting, AOB, or for inclusion on next month's agenda.

Cllr G Sallis raised a concern about the lack of services, such as playgroup places, for local people. It was noted that although houses are being built in the area, infrastructure improvement are not developing at the same pace. This is impacting the usage of the Parish Council facilities, and reducing the availability of a lot of services and amenities. It was agreed this should be added to the agenda for the next meeting.

22-059: Date of Next Meetings:

The next meeting is 7 pm, 11th July 2022 at Littleton Memorial Hall.

22-060: Summary of Actions**Table 1: Open Action Points**

ID	Owner	Action Points (Open)	Status
June.1	Clerk	The Clerk to report a concern regarding a shipping container on a property in the parish to the enforcement team.	New
June.2	Clerk	The Clerk, in consultation with Cllr T Jackson, to submit the council's response to HCC's New Local Transport Plan.	New
June.3	Clerk	The Clerk to ask Cllr J Biddlecombe for advice related to HCC's passenger transport consultation.	New
June.4	Clerk	The Clerk to inform Hampshire County Council of the Parish's Council's support for 20mph speed limits.	New
June.5	Cllr LW	Cllr L Winn to draft a newsletter article informing residents of the council's support for a 20mph speed limit, and the introduction of a survey for residents.	New
Apr.5	Estates WG	The Estates Working Group to review the Sports Club Management agreement. 9May22: To be discussed at their next meeting. 13June22: No change.	Open

Table 2: Closed Action Points

ID	Owner	Action Points (Closed)	Status
May.1	Cllr GS & Clerk	Cllr G Sallis and the Clerk to sign the relevant AGAR sections. 13June22: Done.	Closed
May.2	Clerk	The Clerk to submit the required AGAR documentation to the external auditor. 13June22: Done.	Closed
Apr.4	Clerk	The Clerk to finalise the FA grant document draft agreement with the Littleton football club. 9May22: FA grant website down, an extension on the deadline has been allowed. 13June22: Grant application submitted - waiting for feedback.	Closed

Appendix A. County Councillor Report – Cllr J Warwick Winchester Downlands June 2022

1. New leadership team at Hampshire County Council

Following the retirement of Keith Mans, Councillor Rob Humby has been elected as the new leader of Hampshire County Council with Councillor Rob Chad as his deputy. Rob has been the Hampshire County Councillor for Bishops Waltham since 2013 and the County Council's Deputy Leader since May 2019.

This has led to a reshuffle of the HCC cabinet, which is now as follows:

Table 3: HCC Cabinet.

Policy, Resources & Economic Development	Rob Humby
Children's Services	Roz Chadd
Highways Operations	Nick Adams-King
Climate Change & Sustainability	Jan Warwick
Transport & Environment (waste/recycling)	Edward Heron
Commercial Strategy, Estates & Property	Steve Forster
Performance, HR, Inclusion & Diversity	Kirsty North
Recreation, Heritage & Rural Affairs	Russell Oppenheimer
Adult Services & Public Health	Liz Fairhurst

The new leader says that he is passionate about doing the best for the people, businesses and places that make Hampshire a great county. Following his election, he said:

"My vision for Hampshire is to maintain our county as a successful, prosperous, and attractive place to live, work, study, play and visit - balancing economic success with care for the environment for the benefit of generations to come. I believe that a strong economy is essential to support excellent public services, provide high quality and inclusive employment and business opportunities, and to bring prosperity to all of Hampshire's communities."

2. Homes for Ukraine update

The County Council continues to work with key local partners to enable the provision of immediate support and assistance to Ukrainians arriving in Hampshire under the Government's Homes for Ukraine scheme.

The latest available figures for visas issued are that as of 30 May 2022, 60,977 visas have been issued for England. 2,314 have been issued for Hampshire (from the 2,492 applications received) and 1,431 guests have arrived.

One recent initiative is that free bus pass travel within the wider Hampshire area will be available for Ukrainian refugees arriving in the county. Arrangements are being finalised with the county's three major bus operators - Stagecoach, First Bus and Bluestar – with the scheme due to launch shortly.

A reminder that communities can apply for grants of up to £5,000 to help Ukrainian families arriving - details are at <https://www.hants.gov.uk/community/grants/grants-list/leaders-community-grants>

3. Platinum Jubilee celebrations

Celebrations have occurred across the county in honour of the Queen's Platinum Jubilee, from communities to care homes and including the lighting of beacons at the start of the four-day holiday.

In related news, Hampshire's Record Office in Winchester is one of six landmark sites across the UK that have been awarded listed status by the Department of Digital, Culture, Media and Sport to commemorate Her Majesty's 70-year reign. The award-winning building, designed by the County Council, was opened by Queen Elizabeth II in 1993.

4. Grants available to help communities in need

Local groups are being urged to apply for grants that will help them support those in most need in their communities. £300,000 is being made available for projects that will help those facing food and fuel poverty, particularly in rural areas, up to September 2022.

The latest community grants are funded by the £7.12million Household Support Fund, provided to Local Authorities by the Department for Work and Pensions to support vulnerable households, especially with the cost of food and energy bills.

The deadline for applying for a community grant is 29 July 2022. Organisations wishing to find out more should go to the [connect4communities website](#) for the full guidance and application form.

5. £0.25 million investment fund for community energy projects

An investment fund, to support community run renewable energy projects in Hampshire, is to be established by Hampshire County Council. The 'Revolving Community Energy Fund' will invest up to £25,000 for any individual community project being launched in Hampshire as part of the Community Energy Pathways project.

The aim of the fund is to stimulate significant community investment in renewable energy across Hampshire. Investment in a share offer will enable a community to operate a renewable energy scheme and earn income. Once a scheme is operational, it should then attract additional shareholders and/or secure borrowing against the assets of the existing scheme, enabling it to be extended to a wider community base. For more information, email climatechange@hants.gov.uk

Appendix B. WINCHESTER NPT Crime Report (09/05/22 – 09/06/22) - PCSO 18348 Gary Leung

Antisocial Behaviour -

12/05/2022 - INFT reporting a male shouting out at the front gate (SIR JOHN MOORE BARRACKS).

Burglary -

26/05/2022 - INFT reporting theft and criminal damage (LITTLETON RECREATION GROUND).

02/06/2022 - INFT reporting that his vehicle had been stolen from the driveway. Keys have been taken from the kitchen (WOODGREEN ROAD).

03/06/2022 - INFT reporting that they have CCTV of someone trying their door during the early hours of the morning (BURITON ROAD).

Criminal Damage -

20/05/2022 - INFT reporting that the club has been vandalised some time overnight (LITTLETON RECREATION GROUND).

Public Order -

12/05/2022 - INFT reporting an abusive male outside the ATR (SIR JOHN MOORE BARRACKS).

29/05/2022 - INFT reporting a taxi was parked illegally. He told the taxi driver that he was parked illegally and then 2 males started chasing him (HAMBLEDON CLOSE).

Suspicious -

18/05/2022 - INFT reporting that someone claiming to be a detective from the MET has called him and tried to retrieve details of a credit card (PRIORS DEAN ROAD).

27/05/2022 - INFT reporting that he can hear drilling from the end of his garden (WINSLADE ROAD).

01/06/2022 - INFT reporting a vehicle in the road that had previously stolen building materials (PRIORS DEAN ROAD).

03/06/2022 - INFT reporting 3 masked men trying door handles along the street, including INFT's front door (BURITON ROAD).

03/06/2022 - INFT reporting 3 strange males who came to her front door in the early hours of this morning and 2 other doors in the road (BURITON ROAD).

03/06/2022 - INFT reporting a male selling door to door which INFT thought was suspicious. They were trying to sell milk (BURITON ROAD).

06/06/2022 - INFT reporting suspicious activity in the garages at the back of TESCOS (PRIORS DEAN ROAD).

Theft -

16/05/2022 - INFT reporting that a builder has conned him out of £334 (HARESTOCK ROAD).

Appendix C. Payments for endorsement (Confidential information not shown).**Table 4:** Payments in May 2022

Date	Ref	To Whom	Details of Payment	Total (£)	VAT (£)	Net (£)
03.05.22	22	British Gas	Sports Pavilion Electricity (11 Mar 22 - 11 Apr 22)	76.36	3.64	72.72
04.05.22	23	British Gas	Office Electricity (19 Mar 22 - 20 Apr 22)	21.75	1.04	20.71
05.05.22	24	WCC	Council tax on Parish Office	71.00	0.00	71.00
06.05.22	25	Mole Country Stores	Stakes and Tree ties for Jubilee trees	64.32	10.72	53.60
13.05.22	26	Green Smile Ltd	May Grounds Maintenance	Redacted	Redacted	Redacted
13.05.22	27	Auditor	Internal Audit of 2021/22 records	395.00	0.00	395.00
13.05.22	28	DIO	Rent for Harestock Football Field	1,000.00	0.00	1,000.00
11.05.22	29	Cartridge People	Toner Cartridge, Ink and Paper	73.10	12.19	60.91
13.05.22	30	True Potential	Pension Payment for April	123.50	0.00	123.50
17.05.22	31	Mainstream Digital	April telephone usage	4.84	0.81	4.03
17.05.22	32	Brooks Electricals	Office - Fit Panel heaters and outside light, connect water heater.	586.50	97.75	488.75
17.05.22	33	Green Smile Ltd	Install new tree at Bradley Rd Playground.	220.50	36.75	183.75
17.05.22	34	Factotum Vintage	Materials for Sleeper Wall - Tennis Path	607.48	0.00	607.48
20.05.22	35	Murray Steel Buildings	New Sports Equipment Storage Building Installation Fee	3,132.00	522.00	2,610.00
25.05.22	36	HMRC	Tax & NI on May salaries	312.96	0.00	312.96
25.05.22	37/ 38	Staff	Staff Salaries	1,584.10	0.00	1,584.10
25.05.22	38-x	Refund from Clerk	Refund due as standing order not modified for a slight change in Tax/NI	-0.20	0.00	-0.20
25.05.22	39	Go Live	May Website Updates & E-newsletter	300.00	0.00	300.00
25.05.22	40	Go Live	Annual www.littletonandharestock.org webhosting fee for 2022-23	75.00	0.00	75.00
25.05.22	41	Executive Retail Ltd	Condolence Book	29.95	4.99	24.96
26.05.22	42	Adobe	Adobe monthly subscription for May	35.39	5.90	29.49
30.05.22	43	British Gas	Sports Pavilion Electricity (11 Apr 22 - 11 May 22)	71.22	3.39	67.83

Appendix D. Payments for approval in June 2022.**Table 5:** Payments for approval for June 2022

Payee	Details of payment	Total	VAT	Net
WCC	Contribution to WCC for the night bus	500.00	0.00	500.00
St Catherine's Church	Churchyard Donation	1,350.00	0.00	1,350.00
Factotum Vintage	Labour (£2,700) and additional materials for Tennis Cabin Path/Sleeper Wall	3,099.52	0.00	3,099.52
Test Valley Paving	For supplying and installing pipework and soak away to new storage building	1,410.00	235.00	1,175.00
Totals		6,359.52	235.00	6,124.52

Appendix E. Climate Change Working Group – Report from meeting held on 30th May 2022

Since the Working Group's re-invigoration earlier in the year, the group has been meeting monthly. Members will recall that I promised to report back once our discussions and research were more advanced. In the last few weeks, members of the Working Group have attended two seminars held by NALC and WinACC on matters relating to how to address the Climate Emergency. The actions and progress taken by some parish and town councils were inspiring, such as at Overton, Hampshire (see <https://www.sustainableoverton.org.uk/>) and Kendal, Cumbria and demonstrated what could be achieved with sufficient council and community commitment. Key messages and takeaways include:

- Supporting conservation / re-wilding / enhancing biodiversity and initiatives to de-carbonise are two sides of the same coin
- Endorsing 20mph speed zones in residential areas is gaining increasing validity and acceptance on both road safety and fumes / CO2 reduction grounds
- Ensuring that a climate change perspective is placed at the centre of the parish council's policies and activities is essential
- Recognising that community engagement is central and vital for progress to be achieved around climate change issues. The group will be considering ways in which community engagement can be promoted further in the parish.

In particular, we ask the full Council to consider the following:

- I. adoption of a revised Terms of Reference for the CCWG (circulated separately)
- II. confirm the understanding that Cllr Tim Jackson is designated the responsible councillor for the Conservation Area
- III. approve the draft consultation response to the draft HCC Local Transport Plan (LPT4)
- IV. support a proposal for LHPC requesting HCC to consider the introduction of 20 mph speed limits in Littleton & Harestock

N.B. The next meeting of the Working Group will be held on July 4th.

David Tozer

(Chair of CCWG)