

## **RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING**

**held on Monday 12<sup>th</sup> December 2022 at 7:00 pm  
at Littleton Millennium Memorial Hall.**

**Present:** Cllr G Sallis (Chair), Cllr J Biddlecombe, Cllr D Tozer, Cllr J Whitburn, Cllr R Warren, Cllr P Cunningham, Cllr L Winn, Cllr J Musselwhite.

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

**Members of the public:** None.

### **22-126: Apologies for Absence.**

Cllr T Jackson, Cllr E Maun, County Cllr J Warwick, City Cllr C Horrill and City Cllr S Godfrey.

### **22-127: Disclosure of Interest.**

None

### **22-128: Public Participation.**

None

### **22-129: Minutes of the full council meeting held on 14<sup>th</sup> November 2022.**

The minutes of the meeting of 14<sup>th</sup> November 2022 were presented, and it was **proposed by Cllr L Winn, seconded by Cllr J Musselwhite, and RESOLVED that the minutes of the meeting held on 14<sup>th</sup> November 2022 be approved.**

### **22-130: Review of Open Actions.**

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

### **22-131: County Councillor's Report – County Cllr J Warwick.**

County Cllr J Warwick was unable to attend but provided a written report (see Appendix A) pre-circulated to the Parish Councillors.

### **22-132: City Councillors' Report – City Cllr J Batho.**

City Cllr CJ Batho reported that the consultation for the draft Winchester District Local Plan (regulation 18) is in progress, and the plan has an emphasis on “going greener faster”. A cost of Living Summit had been held to bring together 40 organisations to discuss how to coordinate efforts for signposting, access to grants and a network of warm, safe spaces this winter. Additionally, a new cost of living grant is available on the Winchester City Council website for grants of between £1k and £5k.

### **22-133: City Councillors' Report – City Cllr P Cunningham.**

City Cllr P Cunningham noted the provision for a reduction in energy costs for all households, and additional means-tested support. He noted that pensioners were receiving an extra £300 this Christmas and that several Parish Councils and public houses were making use of grants for providing warm spaces. There is new legislation in place which will require voters in May to provide identification, and Cllr P Cunningham expected there would be more information available in January.

### **22-134: Military Report: Sir John Moore Barracks/Worthy Down.**

The ATR representative RSM WO1 Bould was unable to attend and no issues were reported.

### **22-135: Police Report.**

PCSO Leung provided a written report (see **Error! Reference source not found.** pre-circulated to the Parish Councillors).

### **22-136: King's Barton Forum.**

The next forum meeting is planned for 14<sup>th</sup> March 2023.

### **22-137: Planning.**

#### **a. New Applications.**

The Clerk reported that according to the council's delegation schedule, and after consultation with councillors she had not raised any objections for 22/02591/TPO (12 The Hall Way, Littleton), and 22/02247/HOU (26 Burley Rd, Harestock).

Additionally, the Parish Council resolved not to raise any objections for 22/02385/FUL (Winchester Stables Kennel Lane Littleton), 22/02526/HOU (11 Priors Dean Road Harestock), 22/02561/FUL (Porthilly Deane Down Drove Littleton) and 22/02569/HOU (10 Pitter Close Littleton).

Following discussion, it was **proposed by Cllr J Biddlecombe, seconded by Cllr L Winn and RESOLVED to object to the application at 33A Main Road Littleton (22/02384/HOU). Cllr P Cunningham abstained from the vote.**

b. Existing Applications.

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

c. Enforcement Matters.

It was noted that the container referenced in enforcement case 22/00210/WKS was due to be removed.

d. Littleton Village Design Statement.

Cllr J Biddlecombe noted that the Littleton Village Design Statement had been approved for public consultation by Winchester City Council and it would take place between 9<sup>th</sup> January and 20<sup>th</sup> February 2023.

### **22-138: Draft Local Plan.**

The council reviewed the draft response for the Winchester District Draft Local Plan (Regulation 18), and after some discussion, it was resolved to accept the document.

It was noted that there is very little information about solar farm planning and it was agreed this would be fed back at a later stage of the local plan development.

**Action:** The Clerk to provide the Parish Council's formal response to the Local Plan using the online system.

**Action:** Cllr P Cunningham to submit a hard copy of the Parish Council's response to the Local Plan at the Winchester City Council offices.

### **22-139: Parish Council Finance.**

a. Payments for endorsement.

The payment list for November 2022 (see Appendix C) containing payments already made was presented for consideration and, after discussion, it was **proposed by Cllr D Tozer, seconded by Cllr J Biddlecombe and RESOLVED that payments on the payments schedule should be endorsed.**

b. To approve payments of new invoices  
None.

c. It was **proposed by Cllr J Musselwhite, seconded by Cllr J Whitburn, and RESOLVED to use the Chair's Expense Allowance to buy £50 Waitrose/John Lewis gift vouchers for four volunteers who have provided significant support to the council over the past year, and to donate £50 to Winchester Basics Bank on behalf of a fifth volunteer under the Local Government Act 1972, s137 legislation.**

d. To consider a request for a donation from Winchester Citizens' Advice.

Following discussion, it was **proposed by Cllr P Cunningham, seconded by Cllr D Tozer and RESOLVED to donate £200 under the Local Government Act 1972, s137 legislation to Citizen's Advice in support of the advice that had been given to residents in the Parish. It was also agreed to increase the s137 budget to enable this.**

### **22-140: Precept and Annual Budgeting**

a. To review and approve a budget for the 2023/24 financial year.

The Parish Clerk presented the 2023/2024 Budget proposal based on input from Councillors. After some discussions related to the predicted spend for the current financial year in respect of the Parkour damage due to arson, it was suggested that the 2023/2024 budgeted spend should be £156,741 with an expected income of £29,560 (including £17,000 from reserves).

**It was therefore proposed by Cllr J Biddlecombe, seconded by Cllr J Musselwhite, and RESOLVED to approve the proposed new 2023/24 budget.**

**Action:** The Clerk to follow up with the PCSO to check if the arson attack on the Littleton Parkour may have been committed by the same individuals who damaged a playground in Kingsworthy.

- b. To review and approve a precept figure for the 2023/24 financial year.

The Clerk noted that given the agreed budget figures, a precept of £127,181 would be a 5.8% increase for Band D properties; however, the tax base information had not yet been supplied by Winchester City Council and could impact the % increase. It was agreed that the Clerk should decrease the precept by £500 if the tax base figure, when available, would increase the %increase to above 6%.

**It was therefore proposed by Cllr P Cunningham, seconded by Cllr J Biddlecombe, and RESOLVED to set the precept to £127,181 however this would be reduced by £500 to ensure that the %increase to Band D properties would be less than 6% if required by the final tax base figure.**

## **22-141: Climate Change.**

Cllr D Tozer summarised a written report (see Appendix D pre-circulated to the Parish Councillors).

After some discussion, it was noted that the meeting between Cllr L Winn and City Cllr K Learney would take place on Thursday 15<sup>th</sup> December.

## **22-142: Estate Matters.**

- a. To select the contractor for the Grounds Maintenance Tender 2023-26

Cllr J Biddlecombe reported that he, Cllr E Maun and the Clerk had met on 2<sup>nd</sup> December to open the four sealed tender bids for a 3-year grounds maintenance contract, and performed an initial review. Following some discussion of the various tenders, Cllr J Biddlecombe recommended that the existing supplier, Green Smile be chosen at £16,965 plus VAT per year.

It was therefore proposed by Cllr P Cunningham, seconded by Cllr J Biddlecombe and RESOLVED that the 3-year grounds maintenance contract should be awarded to Green Smile at £16,965 plus VAT per year.

- b. To receive an update on Playground improvements

Cllr L Winn reported that the new equipment in the Littleton playground and the surfacing in Bradley Rd playground would both be installed at the end of January. The insurance company had offered a repair option for the damaged Parkour; however, the Clerk had raised concerns that the repair might split away from the original surfacing and this was currently being re-considered. Vitaplay had not completed the work yet on the spinner at Bradley Rd and payment would be withheld until it was finalised. Additionally, the weekly play inspections are only identifying minor problems including reports that the surfaces need to be cleaned.

It was noted that the council had received the £12,000 donation from Environmena for the new equipment at the Littleton playground.

- c. Estates Working Group report.

Cllr E Maun was unable to attend and no matters were raised.

## **22-143: Parish Council Reports.**

- a. Flood Alleviation

Cllr P Cunningham reported that the draft licence agreements for the proposed work are available, and the private pipe has been proven to be sound. It is believed that work could commence in the Summer.

The Clerk has provided the council's grant application form to the Pitter Close residents association and the association Chair will arrange to meet with Cllr P Cunningham to follow up.

- b. The Millennium Memorial Hall.

No update

- c. Transport and Traffic

Cllr J Biddlecombe reported that he had spoken to Hampshire County Council officers about the proposed community funding initiative for a scoping report to improve pedestrian safety near the Running Horse, and a formal application form has now been submitted.

**22-144: E-Newsletter**

Cllr G Sallis asked Councillors to send the Clerk articles for the e-newsletter by Thursday 15<sup>th</sup> December.

Cllr R Warren noted that there were disruptions to the broadband network in Harestock with new fibre connections being installed, and Cllr J Musselwhite raised a concern that the Openreach BT junction boxes in Harestock were open with wires on display.

**Action:** The Clerk to contact Open reach/Virgin to inform them about the condition of the green junction boxes in Harestock.

Cllr G Sallis reported that there were 50 new subscribers as a result of the recent flyer distribution, and thanked the councillors who had leafletted the parish. Cllr L Winn suggested that a welcome article for the new subscribers should go into the next e-newsletter.

**22-145: Items for noting, AOB, or for inclusion on next month's agenda.**

Cllr P Cunningham noted that he had received information from a resident about an incident involving professional dog walkers at the recreation ground and would like this to be discussed at the next meeting.

**22-146: Date of Next Meetings:**

a. Parish Council meeting: 9<sup>th</sup> January 2022, 7 pm, Henry Beaufort School, Function Suite.

**22-147: Summary of Actions**

Table 1: Open Action Points.

ID	Owner	Action Points (Open)	Status
Dec.1	Clerk	The Clerk to provide the Parish Council's formal response to the Local Plan using the online system.	New
Dec.2	Cllr PC	Cllr P Cunningham to submit a hard copy of the Parish Council's response to the Local Plan at the Winchester City Council offices	New
Dec.3	Clerk	The Clerk to follow up with the PCSO to check if the arson attack on the Littleton Parkour may have been committed by the same individuals who committed damaged a playground in Kingsworthy.	New
Dec.4	Clerk	The Clerk to contact Open reach/Virgin to inform them about the condition of the green junction boxes in Harestock.	New
Nov.2	Clerk	The Clerk to contact the DIO to extend the lease on the Harestock Road Recreation Area. <b>12Dec22:</b> Done, this is currently under discussion at the DIO	Open
Nov.3	Cllr TJ	Cllr T Jackson to investigate options for the council to provide a heat loss thermal imaging camera. <b>12Dec22:</b> In progress.	Open
Nov.5	Clerk	The Clerk to re-arrange meeting dates for April and May 2023. <b>12Dec22:</b> The date for May is confirmed as 15 <sup>th</sup> May, preferred date for April is now Tuesday 11 <sup>th</sup> which will be checked with the hall manager.	Open
Oct.6	Clerk	The Clerk to further investigate the requirement for a separate Cyber insurance policy <b>12Dec22:</b> Low priority at the moment.	Hold
Oct.9	Cllr EM	Cllr E Maun to investigate costs to extend the existing car park speed bumps. <b>14Nov22:</b> On hold until separate car parking spaces are defined.	Hold
Apr.5	Estates WG	The Estates Working Group to review the Sports Club Management agreement. <b>9May22:</b> To be discussed at their next meeting. <b>13June22:</b> No change. <b>11Jul22:</b> Discussed at recent Estates Meeting. <b>10Oct22:</b> No change. <b>14Nov22/12Dec22:</b> In progress.	Open

Table 2: Closed Action Points

ID	Owner	Action Points (Closed)	Status
Nov.1	Clerk	The Clerk to contact the team moving the Speed Indicator Device to ensure they set up the device to face South. <b>12Dec22:</b> Done	Closed
Nov.4	Cllr JB	J Biddlecombe to forward the Millennium Hall maintenance documentation to the chair of the trustees, and Cllr J Whitburn. <b>12Dec22:</b> Done,	Closed
Oct.4	Clerk	The Clerk to provide the latest traffic numbers on Harestock Rd from the council's Speed Indicator Device. <b>12Dec22:</b> Done.	Closed
Oct.7	Clerk	The Clerk to publish the award of the contract to Sovereign on the "Contracts Finder" website. <b>14Nov22:</b> The registration has been completed, and authorisation to publish information should be received shortly. <b>12Dec22:</b> Done.	Closed
Oct.10	Clerk	The Clerk to arrange for the draft LVDS to be added to the council's website. <b>14Nov22:</b> Added as an article for the November e-newsletter, the website page needs to be updated. <b>12Dec22:</b> Done.	Closed

## **Appendix A. County Councillor Report – Cllr J Warwick Winchester Downlands December 2022**

### **Greener Highway Repairs for HCC**

We have a new concrete mixer which enables us to make concrete from the gravel and tarmac taken from previous road repairs and delivered to where we need it right across Hampshire. The mixer's green credentials are further enhanced in that it is fuelled by low carbon hydrotreated vegetable oil (HVO) fuel.

Tackling climate change and recycling as much as possible touches everything HCC do, so we are always looking to innovate when it comes to the materials and resources used across highway maintenance activities. This is a further example of how we are striving to build in more sustainable and climate friendly methods in our operations.

As a next step, Hampshire Highways will be conducting an assessment of clinker free cement for inclusion in the concrete mix. This emits only 180 kgCO<sub>2</sub>e in its manufacture compared to 900 kgCO<sub>2</sub>e emitted by the manufacture of traditional Portland cement. This will be another effective innovative solution to combatting the impacts of climate change.

### **Gritter Driver, the movie**

Yes, with winter upon us, the people behind the steering wheels of our salting lorries like 'Mr Slippery', 'Spread Sheeran' and 'Gritly Come Dancing' have had advanced driver training to make sure the vehicles are in the safest hands during icy conditions.

They sent Executive Member, Cllr Adams-King along to experience some of this training first hand and we made a little film about it, you can view that here:

<https://www.facebook.com/nickadamsking/videos/4104388799786280>

See where and when we salt at: <https://maps.hants.gov.uk/highwayssaltroutes/>

Report issues with salt bins or request a new one here:

<https://www.hants.gov.uk/.../roadma.../severeweather/salting>

### **Verge re-wilding**

Hampshire Highways are trialling re-wilding of our rural wide verges. This trial is being done with a view to improving biodiversity and will be monitored over a two-year period.

More sites are being added over the next few months. None very local to us yet, but I hope we can add some next year. Will be great to see how well the trial works and would be even better in my opinion if we can improve biodiversity through re-wilding of the verges where the growth will not impact road visibility.

### **Hampshire Minerals and Waste Plan**

Providing minerals (sand, gravel etc) to enable development and building in Hampshire is an important function of the County Council and is vital for economic development in Hampshire. Equally, the County Council has to provide infrastructure and sites for the disposal of waste, and consequently sites need to be considered for this. So, just as there is a Local Plan for housing, the County Council creates a Minerals and Waste Plan for the County area along with Portsmouth and Southampton cities.

A new iteration of the plan has just been published for consultation. I should stress at this point that all of the sites put forward are NOT sure to be developed. You can see the full plan here:

<https://www.hants.gov.uk/minerals-waste-update>

The consultation runs until 31st January.

### **Hampshire County Council Annual Climate Change Report**

Cllr Jan Warwick looks after the Climate Change brief at Hampshire County Council and has produced an update on the County's work this year.

Work continues across Hampshire and in community projects to tackle climate change.

An update on the progress we've made during our Year of Resilience to strengthen Hampshire against the impacts of [#ClimateChange](#), and some of the work we've done with communities to reduce carbon emissions, can be found in our latest Climate Change Annual Report.

<https://www.hants.gov.uk/climatechangeaction2020-21>

<https://www.youtube.com/watch?v=SlwEQGjtodA>

**Bird Flu**

From November 7<sup>th</sup>, ALL keepers of poultry and captive birds are once again required to follow additional strict measures.

**County Councillor Grants**

I've used most of my grant pot for this year already but if you have a community project in process then please get in touch.

**Appendix B. WINCHESTER NPT Crime Report (11/11/22 – 11/12/22) - PCSO 18348 Gary Leung**

**Antisocial Behaviour** – No reports of Antisocial Behaviour in Littleton & Harestock.

**Burglary**

29/11/2022 - Informant reporting her house has been broken into. (Main Road, SO22 6QX).

**Criminal Damage -**

26/11/2022 - Unknown male has damaged a delivery driver's vehicle. (Priors Dean Road, SO22 6JN)

**Public Order**

14/11/2022 - Informant reporting a female has been kicking off all day at staff and is now refusing to leave. (Harestock Road, SO22 6NT)

07/12/2022 - Informant reporting verbal abuse from a neighbour over hedge cutting. (Deane Down Drove, SO22 6PP)

**Suspicious** -No reports of Suspicious Activity in Littleton & Harestock.

**Theft -**

18/11/2022 - Informant reporting a theft. (Upton Grey Close, SO22 6NE)

**Appendix C. Payments for endorsement (Confidential information not shown).**

Table 3: Payments in November 2022

Date	Ref	To Whom	Details of Payment	Total (£)	VAT (£)	Net (£)
04.11.22	143	HMRC	Tax & NI on October salaries	312.76	0.00	312.76
07.11.22	144	British Gas	Office Electricity (20 Sep 22 to 20 Oct 22)	29.53	1.41	28.12
07.11.22	145	WCC	Council tax on Parish Office	71.00	0.00	71.00
07.11.22	146	True Potential	Pension Payment for September	123.50	0.00	123.50
10.11.22	147	Green Smile Ltd	November Grounds Maintenance	Redacted	Redacted	Redacted
10.11.22	148	Mainstream Digital	October telephone usage	4.18	0.70	3.48
10.11.22	149	Fire & Security Hampshire	Pavilion Fire Alarm Service	70.00	0.00	70.00
10.11.22	150	Vitaplay Ltd	Littleton Adult Gym Sky Stepper Bearing replacement	385.86	64.31	321.55
14.11.22	151	John Lewis	Office Microwave	75.00	12.50	62.50
15.11.22	152	WCC	Playground inspections for Apr-Sep 22	1,322.88	220.48	1,102.40
15.11.22	153	C&D Trees	Prune Monterey Cypress, and Raywood ash in the car park. Remove two trees with ash dieback in Littleton playground.	1,656.00	276.00	1,380.00
15.11.22	154	Sovereign	25% deposit for new climbing equipment in Littleton playground	10,947.73	1,824.62	9,123.11
17.11.22	155	True Potential	Pension Payment for October	123.50	0.00	123.50
17.11.22	156	Factotum Vintage	Labour and materials for completion of the Tennis Cabin Path/Sleeper Wall	324.95	0.00	324.95
17.11.22	157	Factotum Vintage	Handyman services - preschool garden gate fix / Shelves in storage shed / putting up maps in Parish Office	102.50	0.00	102.50
24.11.22	142-x	X2 Connect	Return of payment for Telephone Box Door (including delivery)	-1275.60	-212.60	-1063.00

Date	Ref	To Whom	Details of Payment	Total (£)	VAT (£)	Net (£)
25.11.22	159	Go Live	November Website Updates & E-newsletter	300.00	0.00	300.00
25.11.22	160	Adobe	Adobe monthly subscription for October	35.39	5.90	29.49
28.11.22	161	Cartridge People	Ink for ip8750 printer	33.85	5.64	28.21
25.10.22	158/ 162	Staff	Staff Salaries	2,029.29	0.00	2,029.29
28.11.22	163	HMRC	Tax & NI on November salaries	640.11	0.00	640.11
28.11.22	164	John King Ltd	Printing for promotional/local plan flyer	185.60	0.00	185.60
29.11.22	165	Clerk	Refund to Clerk for Council's Donation to Royal British Legion	40.00	0.00	40.00
29.11.22	166	Clerk	Clerk's expenses from August to November 2022	66.97	0.00	66.97
30.11.22	167	British Gas	Sports Pavilion Electricity (11 Oct 22 - 11 Nov 22)	32.07	1.53	30.54
30.11.22	168	Dell Technologies	Dell - P2421 - 24" Monitor	156.60	26.10	130.50

#### Appendix D. Climate Change Working Group – Report on Climate Café

Since the last Parish Council Meeting, no significant new developments have occurred as the emphasis has been put on working up the practical ideas that emanated from the last discussion meeting of the Climate Café group. (See last month's report).

Progress on these is as follows:

- Cllr Tim Jackson has investigated acquiring (following last meeting's budget decision) a potential thermal imaging camera. He has been recommended a new Flir thermal imager which only launched this autumn and now has a contact in Colden Common who is beginning to use such a model.

In particular, we are concerned about:

- how robust it is
- how easy it is to use
- how easy it is to interpret the imaging
- how well / easy it connects to mobile devices and computers (USB cables or wireless)

It is likely that training and subsequent cascade training is going to be necessary to derive full value from this if we are to avoid it falling on one person.

- Cllr Liz Winn has written to City Councillor Kelsie Learney seeking a meeting to progress the idea of creating wildflower areas on verges, especially for an initial plot in Harestock. No response has yet been received. Other group volunteers have been kept informed.
- Volunteer Rachel Platt produced a blog for the Parish Council website extolling the need and virtues of making better use of the No7 bus service. As of last Saturday, 65 readers had opened the article. Hopefully, this has had some effect on widening awareness.

*N.B. The next meeting of the Working Group is yet to be confirmed.*

**David Tozer**

(Chair of CCWG)

11/12/2022