**Romsey Town Council**

Town Hall

1, Market Place

Romsey

SO51 8YZ

**FULL COUNCIL MEETING**

Minutes of the Meeting held on 24th September 2019

**In the Chair: Councillor J. Burnage**

**Attendance:**

P Councillor D. Baverstock A Councillor N. Gwynne

P Councillor J. Cairney P Councillor S. Lamb

P Councillor M. Cooper P Councillor J. Parker

A Councillor M. J. Critchley P Councillor J. Ray

A Councillor I. Culley P Councillor M. Southey

P Councillor N. Daas P Councillor C. Wise

A Councillor K. Dunleavey P Councillor S. Wilkinson

**Clerk:**  Judith Giles Public: 0

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| **1.** | **PRAYERS** |
|  | Prayers were led by the Reverend David Walker |
| **2.** | **APOLOGIES**  Apologies received from Cllr. M.Cooper, Cllr. J. Critchley, Cllr. K. Dunleavey, Cllr. M. Southey, Cllr. S. Wilkinson and Cllr. C. Wise |
| **3.** | **DECLARATION OF INTEREST**  None |
| **4.** | **MINUTES**   1. The minutes of the meeting held on 23rd July 2019 were duly confirmed and signed   **PROPOSED: Cllr. D. Baverstock**  **SECONDED: Cllr. J. Ray**  **CARRIED**  **Matters Arising**  It was noted Cllr. D. Baverstock’s name was missing from Attendance List. Chief Officer to amend.  **RESOLUTION NO. 19/15**  It was **RESOLVED** to adjourn the meeting for Public Participation |
|  | **PROPOSED: Cllr. D. Baverstock**  **SECONDED: Cllr. J. Cairney**  **CARRIED** |
| **5.**  **6.**  **7.** | **MEETING ADJOURNED: 7.34P.M.**  .  **To receive formal presentations from individuals or organisations which are an identified agenda item:** Mark Taylor – Resilience Officer Romsey Emergency Plan.  Mark Taylor presented a brief outline to Council regardingthe status of the Romsey Emergency Plan. The Plan is currently “stand alone” and needs to be affiliated to an organisation for insurance purposes. Mark Taylor asked if the Romsey Emergency Plan could be officially adopted by Romsey Town Council and Romsey Extra Parish Council. As a member of the Romsey Emergency Plan, the Chief Officer concurred this request as she is already carrying out a major role by being responsible for the administration, which is operated from the Town Hall  **To receive verbal reports from Borough and County Councillors of what has been**  **happening at Borough and County level which is of interest to Romsey Town**  **Councillors**  **HCC Report**  None  **TVBC Report**  Cllr. J. Parker reported he attended a Local Plan Review Meeting. He reported an affordable home supplement is out for review. A Strategic Housing Land Availability Assessment (SHLAA) has been issued so other plots may come forward.  Cllr. D. Baverstock reported she has attended an OSCOM meeting which particularly addressed health issues in the Romsey and Andover areas.   |  | | --- | |  | | **Questions from members of the public to Borough Councillors**  None  **Questions from members of the public to the County Councillor**  None  **Questions from Town Councillors to Borough Councillors**  None  **Questions from Town Councillors to County Councillor**  None |   **RE-COMMENCED 7.52PM**  **RESOLUTION NO. 19/16**  It was **RESOLVED** to bring forward Agenda Item 11 – Romsey Emergency Plan  **PROPOSED:** Cllr. J. Ray  **SECONDED:** Cllr. J. Parker  **CARRIED**  **ROMSEY EMERGENCY PLAN**  **RECOMMENDATION:** Romsey Town Council adopt Romsey Emergency Plan  **RESOLUTION NO. 19/17**  It was **RESOLVED** Romsey Town Council adopt Romsey Emergency Plan  **PROPOSED:** Cllr. J. Ray  **SECONDED:** Cllr. S. Lamb  **CARRIED**  **PLANNING COMMITTEE**   1. Cllr. J. Ray proposed that the Full Council accept the minutes of the Planning Committee held 20th June 2019, 11th July 2019, 1st August 2019, 22nd August 2019 and 12th September 2019(draft)   **PROPOSED:** Cllr. J. Ray  **SECONDED:** Cllr. J. Parker  **CARRIED**   1. **RECOMMENDATION:** to appoint Cllr. N. Daas as a member of the Planning Committee   **RESOLUTION NO.**  **It was RESOLVED** to appoint Cllr. N. Daas as a member of the Planning Committee  **PROPOSED:** Cllr. J. Ray  **SECONDED:** Cllr. J. Parker  **CARRIED**  **BUILDING AND TOWN COMMITTEE**  i) Cllr. J. Burnage proposed that the Full Council accept the minutes of the Building and Town Committee meetings held on 11th June 2019 and 13th August 2019 (draft)  **PROPOSED:** Cllr. J. Burnage  **SECONDED:** Cllr. J. Parker  **CARRIED**   1. **RESOLUTION  NO. 19/12**   It was **RESOLVED** to recommend to Full Council that a letter be sent to Hampshire Highways detailing concerns Romsey Town Council has with regards to the current condition of the roads and pavements in the area, in particular, the delays and quality of repairs. There are numerous prominent outstanding issues most or all of which have been notified to HCC including the disintegration of the surface in the Cornmarket and the disintegration of the granite sett island at the Plaza Roundabout. Furthermore, when pot holes are marked up with white paint it is often weeks or months before the repair work is actually undertaken.  **RESOLUTION NO. 19/18**  It was **RESOLVED** the Chief Officer send a letter to Hampshire Highways detailing concerns Romsey Town Council has with regards to the current condition of the roads and pavements in the area, in particular, the delays and quality of repairs. There are numerous prominent outstanding issues most or all of which have been notified to HCC including the disintegration of the surface in the Cornmarket and the disintegration of the granite sett island at the Plaza Roundabout. Furthermore, when pot holes are marked up with white paint it is often weeks or months before the repair work is actually undertaken.  **PROPOSED:** Cllr. D. Baverstock  **SECONDED:** Cllr. J. Cairney  **CARRIED** |
| **8.**  **9.** | **FINANCE & RESOURCES COMMITTEE**  Cllr. D. Baverstock proposed that the Full Council accept the minutes of the Finance & Resources Committee meetings held on 25th June 2019 and 3rd September 2019(draft)  **PROPOSED:** Cllr. D. Baverstock  **SECONDED:** Cllr. J. Parker  **CARRIED**  **ALLOTMENTS COMMITTEE**  Cllr. J. Cairney proposed that the Full Council accept the minutes of the Allotments Committee meeting held on 6th June 2019 and 6th August 2019  **PROPOSED:** Cllr. J. Cairney  **SECONDED:** Cllr. D. Baverstock  **CARRIED** |
| **10.**  **11.**  **12.**  **13.**  **14.**  **15.**  **16.**  **17.** | **NEIGHBOURHOOD PLAN JOINT COMMITTEE**  None received  **RISK ASSESSMENT 2019/20**  **RECOMMENDATION:** to approve new Risk Assessment 2019/20 as recommended by Internal Auditor  **RESOLUTION NO. 19/19**  **It was RESOLVED** to approve new Risk Assessment 2019/20 as recommended by Internal Auditor  **PROPOSED:** Cllr. J. Parker  **SECONDED:** Cllr. S. Lamb  **CARRIED**  **CORRESPONDENCE**  None  **REMEMBRANCE SUNDAY**  The Chief Officer updated Council regarding Remembrance Sunday on 10th November 2019 and a discussion was held what improvements could be made. It was agreed Councillors will engage more with guests at the Civic Reception in the Town Hall. The Chief Officer to arrange name badges for all Councillors. In view of the whole event now been arranged by the Mayor’s Secretary – Heather Stevens and Judith Giles – Chief Officer and not the British Legion, Cllr. D. Baverstock thanked them for their excellent organisation last year.  **REPORTS** **FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS**  Cllr. J. Parker - KJH Trustee’s meeting, Romsey Future Meeting x2  Cllr. D. Baverstock Bartletts Almshouses  **GDPR – ROMSEY TOWN COUNCILLORS EMAIL ADDRESS**  In light of GDPR the Chief Officer informed Councillors that they will shortly receive a “Romsey Town Council” email address which they will have to use for RTC emails and not their personal email address  **MAYORAL ANNOUNCEMENTS**  Cllr. J. Burnage reported she is really enjoying her mayoral year to date and has recently attended the Freedom Church Children’s Play Group. Also “Make Your Own Lunch Day” at the Methodist Church and a Civic Day at Salisbury.  **JOINT WORKING WITH ROMSEY EXTRA PARISH COUNCIL**   1. Working Group Participants are as follows:- Romsey Town Council – Cllr. J. Ray,   Cllr. K. Dunleavey, Cllr. M. Southey. Romsey Extra Parish Council – Cllr. M.Cooper,  Cllr. J. Parker, Cllr. S. Tippett   1. To confirm RTC lead for Working Group   **RESOLUTION NO.**  It was **RESOLVED** Cllr. J. Ray be the lead for the RTC Working Group  **PROPOSED:** Cllr. J. Burnage  **SECONDED:** Cllr. D. Baverstock  **CARRIED**  **Meeting closed at 8.27p.m.** **Next meeting 12th November 2019** |
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