

UPPER CLATFORD PARISH COUNCIL

Minutes of the Parish Council Meeting at 7.30pm 9th April 2025

King Edward VII Memorial Hall Upper Clatford Hampshire

Council Members Present

Cllr Peter Heslop, Chair, (PH)
Karin Bennett Clerk & RFO (KB)
Cllr Richard Bennett (RB)
Cllr Gerry Dawson (GD)
Cllr Liz Dawson (LD)
Cllr Charles Eyre (CE)
Cllr Nigel Freemantle (NF)
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Patrick Littlehales (PL) (Apologies)
Cllr Cynthia Williams (CW)

TVBC & HCC

Cllr Maureen Flood TVBC (MF)
Cllr Susanne Hasselmann TVBC (SH) (Apologies)
Cllr David Drew HCC (DD)

1. **Welcome, Declarations of Interest and Public Participation –**
 - a. Chairmans welcome.
 - b. Apologies for absence from TVBC Cllr Susanne Hasselmann.
 - c. Cllr RHk declared an interest in relation to the sports field user UCYFC - his son is a member of the club. No other declarations of interest were raised.
 - d. The members of the public present were invited to speak and declined.
2. **Borough Councillor's Update:** Cllr MF provided a brief update on the following - VE Day preparations – Cllr RH confirmed he has applied for a road closure for the village and a grant will be applied for. Development plans for Andover centre. The new Monxton village hall. Cllr CE asked about the balance of power in relation to planning decisions if central government were 'pushing things through'. Cllr MF confirmed these were challenging times. UCPC Cllrs raised a query re the proposed large new build in Goodworth Clatford and whether the new infrastructure needed to service the houses will be a consideration?
3. **County Councillor's Update:** Cllr DD provided a brief on the following: 1) HCC Chief Exec leaving 2) Devolution of powers from central government to the county council level will proceed. 3) The reorganisation of local government still under discussion. 4) £12.5 m for cost of living support. 5) Connect for communities scheme providing help and support for families. Cllr RH asked if the regular bus service in the village, no 15, is stopping? Cllr Drew said he would find out. He was also asked if it was possible to have some leaflets regarding the new 'on demand' service so it could be publicised, UCPC clerk has added a notice to the notice board and on the UCPC website.
4. **Minutes of the March meeting:** Agreed and physically signed by PH.
5. **Clerk's Update:**
 - a. New accounting package was being trialled this month at a cost of £9.99 per month
 - b. Financial end of year accounts had been completed

- c. The VAT reclaim has been submitted d) as a result of issues with mailbox decision made to increase mail box size at a cost of £50 per year
- d. Following poll of counsellors decided to proceed with a contract with Octopus as the supplier for the Chalk Pit
- e. Clarification regarding dog waste bins still ongoing with TVBC
- f. Grounds maintenance tender process had been completed
- g. Pavillion - a number of items raised including the proposal to use the pavilion building for much needed storage of council documents and the need for a valuation of the building
- h. Task of resolving asbestos removal at Chalk Pit was ongoing
- i. As a result of the demolition commencing at the Chalk Pit an application has been made to the VOA to seek relief from business rates
- j. Clerks/RFO's holiday dates provided for April/ May
- k. 80th Anniversary of VE Day, Clerk has offered to apply for the grant and need to let her know what it is for. Noting the closing date was 26th April
- l. Noted that there is a requirement to hold an annual council meeting in May
- m. The funds currently on long term deposit are maturing this month and a decision needs to be made on what to do with the funds, Clerk provided an example of the account options currently being offered by Lloyds Bank
- n. Noted that the grant from Equitix had just been received
- o. Clerk advised that she would be advertising the clerk role but would remain in post until beginning of Oct, hopeful that this would be sufficient time to find a replacement.

6. **Finance:** The financial statement (appendix a) for March was run through by the Clerk/RFO noting the final sum in the account at close of accounts end of March.

The clerk (KB) ran through the budget for the past financial year (24/25) showing the total spend/income and how it compared to the original budget projections. It was noted that the donation money received from Equitix having just been paid would come under this (new year's) accounts (FY 25/26). KB has produced a summary of the end of year performance together with a summary of next year's budget which will be sent to all councillors.

Thanks were noted to Cllr CE for his work in obtaining the generous grant from Equitix of c£29,000. This funding will be placed in the Chalk Pit Project Fund account less the sums owed to the community account as per the 24/25 final budget account.

7. **Planning:** The tree application in Brook Way wasn't supported however there was some confusion over whether there was a TPO in place. No formal response submitted by this council as a result. Cllr NF said he had spoken with TVBC.

Re the bio-methane facility proposal at Cow Down, Cllr RH reported no objection to this, no further comments were made.

Re the proposed development of a sewage plant at Farley School – Cllr RH said he had visited the school and having discussed the development with them had no objection, no further comments made.

8. **Playing Fields and Play Equipment:** Cllr CW noted that all play equipment was in good order but noted some cracking of the surface at Balksbury Bridge. It was agreed that no action would be taken pending receipt of RoSPA report which was due shortly. There was some discussion of the need to provide new updated equipment and use the need for repair as the impetus. This would offer the potential for a move of the equipment away from the river and make it easier to fence also adding to safety. It was noted that a resident has written to the council requesting better facilities for young children that what was currently on offer in Balksbury. Request passed to Cllr CW, clerk agreed to share the request with all councillors to enable further consideration.

A member of the public present at the meeting suggested that better use could be made of the hard standing area in the Anna Valley playing field. Cllrs present generally agreed that this should be looked into. Clerk offered to provide a review of the accounts at the next meeting to offer insight into what funds would be available for such improvements. Action Clerk .

Regarding the football field Cllr RHk noted that the decision to re-tender for the grounds maintenance meant that the football field was now no longer under a contract which might result in the club being unable to play due to the length of grass which was a safety issue for the players.

9. **Grounds Maintenance:** Cllr GD provided a verbal update on the tender, notably only one contractor had responded to the tender and this had only been for part of the tender requirement which didn't include the sports field. The decision was made, agreed by all councillors, to accept the single quote received which would be cheaper than the previous quote received from TVBC. Clerk will notify the successful contractor Acrewood as soon as possible.

The failure of the tender process to find a contractor to undertake the sports field work was discussed at length, noting that it was the most important part of the tender given the dependency of the Upper Clatford Youth Football Club on maintaining the ground in order for them to play. Cllr RHk noting the safety issue. Given the situation of needing to continue this service and the specialist nature of the work it was agreed to approach the original contractors (TVBC) who had originally quoted for the work but had not taken part in the *subsequent* tender process to see if they would consider standing by their original quote. All councillors present voted in favour this action given the special need bar Cllr GD who objected on the ground that he considered it was not following due process. Action Clerk to follow up with TVBC.

10. **Resilience:** Cllr GD noted that there was a lot to do. Chair, PH commented to Cllr GD that the Village Hall must be communicated with as soon as possible to ensure they were consulted before any plans were made which might affect them. Action GD to engage with Village Hall committee.

11. **Next Meeting:** the next meeting will be on Wednesday 14th May. No suggestions for the next meeting were made.

Signed,

K Bennett

Appendix A

Upper Clatford Parish Council FINANCIAL STATEMENT - 1- 30 March 2025

Balance brought forward from 28 Feb 25 £67,944.12

INCOME

Business Ac interest	14.74
UCYFC Electric Refund	85.10
Chalk Pit Project interest	0.24

Total	100.08	£68,044.20
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Expenditure

Clerk Salary and expenses - Feb	1011.59
One Two Tree Care*	660.00
Octopus Energy Security Dep. Pavillion	157.68
TVBC - Grounds Maintenance*	807.09
HALC Training Course - Clerk*	57.60
HALC Training Course - Councillor*	57.60
TVBC Rates - Chalk Pit - March	876.99
Stationery purchases	10.37
Spusu - Mobile Phone contract*	2.90
Luke Rose Architect (Sale Tre Ltd)*	1800.00
HALC Training - clerk*	117.60
SSE Pavillion* (to be reclaimed April)	109.33
Andover Rubber Stamps - Banner*	36.00
Parish Online Subscription (Geosphere)*	120.00
SSE Energy - Chalk Pit*	638.40
Lloyds Bank Service Charge	4.25
NEST Pension Contribution	70.89

6538.29	£61,505.91
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Bank Reconciliation

Community Account	2811.33
Commercial Instant Access Ac	13019.34
Fix Term Deposit	45000.00
Chalk Pit Project	675.24
	61505.91

April 25 Forecast Payments

Chalk Pit Rates
Clerks Salary
Waste Bins TVBC

* VAT reclaimable