

UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 9TH NOVEMBER 2016
AT 7.30PM IN THE KING EDWARD VII MEMORIAL HALL

Present:	Parish Cllrs S Kennedy (Chairman), S Butler (Vice Chairman), A Newell, Mrs C Williams, A Wilson, P Butler (from item 3), TVBC Cllr M Flood, HCC Cllr A Gibson Minutes – C Emmett, Parish Clerk
Apologies:	TVBC Cllr G Stallard,

1	Apologies for absence As above	
2	To receive and accept declarations of interest Nil	
3	Public Participation 1 x member of the public attended	
8	<p>County Councillor Report This item was taken early. Cllr Gibson commented on the following:</p> <ul style="list-style-type: none"> a. The Test Valley Partnership meeting which he felt was interesting feedback for HCC. b. Parliamentary boundary changes are likely to create a new Test Valley constituency which would incorporate Andover while the existing one would be lost as government aims to reduce seats and balance the electorate at approximately 80,000 in each. This may happen shortly. c. Devolution. <i>It looked like the two-tier system would be retained. Hence no change, although there is still some uncertainty in the light of the possible Solent CA</i> d. HCC are facing <i>cuts to 2019 of possibly another £140m</i> and are still trying to identify means of achieving this target. e. Cllr Gibson has escalated the state of the road at Sam Whites Hill and the need for work on RBW 14 to the next level to see what if any action can be taken. f. Councillors grants are still available for community projects. This might be suitable for road safety signage and park area clearance. 	
4	<p>To approve the minutes from the meeting held on 12th October 2016. Councillors agreed that the minutes were a correct record of proceedings. Cllr S Kennedy signed and dated the minutes to confirm this resolution.</p>	
5	<ul style="list-style-type: none"> g. Item 5a. Write to Pensions Regulator to confirm compliance. Regulator has confirmed this cannot be done until after the staging date. Complete h. Item 5c. Old Post Office. Have hanging branch removed. Complete i. Item 5d. Review financial regulations against new HALC model. Clerical review complete. New rules with appropriate changes to other procedures to be put to Council for adoption at the AGM. Complete j. Item 9.1. Chalk Pit Rent. Inform ANT of decision to accept monthly SO payments. Notified. Complete k. Item 9.1. Re-inspection of Chalk Pit. A surveyor was approached by the Chairman and agreed to re-inspect the Chalk Pit and report. ANT notified by Clerk on 1 Nov 16. Complete l. 10.2a. AVPF. Additional woodchip (play bark) to be ordered. Pending m. Item 10.2b. AVPF. Discuss servicing of roundabout with alternative play area company on 1 Nov 16. Visit Cancelled n. Item 10.3.b. BBPF. Saplings on fence line need removing. Complete o. Item 10.4.a. Sports field. Cllr Butler to provide serial numbers of equipment purchases for asset register. Pending p. Item 10.4.b. Sports field grass cutting. Confirm last cut. Last cut was in Oct. Complete q. Item 12.1 Footpaths. Write to householder in Clatford Manor estate regarding concrete slabs slipping into footpath 3. Complete r. Item 13.1. Website. Ensure approved Minutes appear as such on the website. Agreed that Minutes posted will not be annotated as draft by the webmaster. This is in the heading of each issue. Complete s. Item 15.e. Bonfire. Inform insurers that landlady has offered to provide a BBQ and 	

	<p>drink sales. Inform Fire & Police and occupant of No 4 (hose) Complete</p> <p>t. Item 17. Council Vacancies. Circulate CVs of applicants. Complete</p> <p>u. Item 18. Contact Parker Bullen. Sara White has replaced P Hatvany. Complete</p>															
6	<p>Planning – Planning sub-committee to report on the following applications: (Full details of applications and responses can be found on the TVBC Planning website)</p> <p>6.1 16/02371/FULLN. Badgers Cottage. Single storey orangery lounge extension and car port(Retrospective). Objection submitted with comment</p> <p>6.2 16/02541/FULLN. Reed Cottage. Demolition of single storey extension and replacement with two storey (amended scheme). 7 Nov for 11 Nov (see 16/02608). No objection submitted on 9 Nov 16</p> <p>6.3 (16/02542/LBWN) Reed Cottage. Demolition of single storey extension and replacement with two storey (amended scheme). No objection submitted on 9 Nov 16</p> <p>6.4 16/02608/FULLN. 195 Bury Hill Cl. Two storey side extension. 10 Nov for 15 Nov. No objection submitted on 9 Nov 16</p> <p>6.5 16/02606/FULLN & 16/02607 LBWN. The Cottage. Remove tool shed and retaining wall. Erect single storey side extension (amended scheme). No objection submitted on 9 Nov 16</p> <p>6.6 16/02535/FULLN. Berwick House. Install free standing green house. No objection submitted on 9 Nov 16</p>															
7	<p>Borough Councillor Report. Cllr Flood raised the following:</p> <p>a. Parliamentary boundary changes will involve Anna, Ampport and Harewood wards moving into the new constituency.</p> <p>b. A review of TVBC about the number of Cllrs and ward boundaries is ongoing. The council is due to make recommendations shortly the number of Councillors. This will probably reduce from 48 to 43.</p> <p>c. A programme of leaf clearance operations started on 1 Oct 16 however ad hoc requests of bad areas will be considered.</p> <p>d. TVBC have been nominated for a ‘use of technology award’</p>															
9	<p>Finance:</p> <p>9.1 To receive and approve the financial statement for the period 1st October 2016 – 31st October 2016. The Chairman signed and dated the statement to confirm acceptance.</p> <p>9.2 To approve payments to be made.</p> <table border="0"> <tr> <td>Amount</td> <td>Payee</td> </tr> <tr> <td>£108.00</td> <td>JR Moodie - (Sports Field Hedge Trimming)</td> </tr> <tr> <td>£799.11</td> <td>Hampshire County Council - (St Lighting Apr - Sep 15)</td> </tr> <tr> <td>£336.00</td> <td>C N P Emmett - (Clerk Salary)</td> </tr> <tr> <td>£84.00</td> <td>HM Revenue & Customs 120PL00288568 - (PAYE)</td> </tr> <tr> <td>£25.00</td> <td>C N P Emmett - (Expenses)</td> </tr> <tr> <td>£30.00</td> <td>B & A Baker Ltd (Sport Field Moss treatment)</td> </tr> </table> <p>9.3 Annual Budget & Precept The Finance Sub-Committee reported on its deliberations and draft recommendations but stated that this was to be kept under review until the Jan17 meeting of the full committee due to the uncertain economic climate and would not be make a proposal for the budget and precept until then.</p>	Amount	Payee	£108.00	JR Moodie - (Sports Field Hedge Trimming)	£799.11	Hampshire County Council - (St Lighting Apr - Sep 15)	£336.00	C N P Emmett - (Clerk Salary)	£84.00	HM Revenue & Customs 120PL00288568 - (PAYE)	£25.00	C N P Emmett - (Expenses)	£30.00	B & A Baker Ltd (Sport Field Moss treatment)	
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10	<p>Playing Fields Inspection Nothing reported</p> <p>10.1 Anna Valley Playing Field.</p> <p>a. Additional wood chip is to be ordered. Cllr P Butler offered to assist in the movement to and spreading on site</p> <p>b. Roundabout seat. Cllr P Butler offered to drill and fit seat if purchased. Clerk to order seat.</p> <p>10.2 Bawksbury Bridge Playing Field</p> <p>a. The Chairman agreed to get a quote from Landyman for clearance of the ‘wild flower’ area, including tree stumps. This should for the basis of a community grant application</p> <p>b. Another picnic bench is considered desirable. A quote should be obtained for a</p>	<p>Clk</p> <p>SK</p> <p>Clk</p>														

10.3	<p>grant application</p> <p>Sports Field There was discussion about the keys for the equipment shed and the need for serial numbers of equipments to be added to the asset register. A new lock for the shed was recommended. Cllr Butler was going to discuss charging of the soccer club line marker with the club manager.</p> <p>[Afternote: The Clerk reports that he had a site meeting with SWMS who recommend that as showers are no longer in use, double check valves should be inserted into the lines to minimise deadlegs. The shower pipes should not be drained down. The SWMS rep suggested no further visits would be required and he would speak to his finance dept about a possible refund]</p>	<p>Clk</p> <p>Clk</p> <p>SB</p> <p>Clk</p> <p>SB</p>
11	<p>Trees and Open Space The following matters were raised:</p> <ol style="list-style-type: none"> Survey – The Clerk was tasked with commissioning a new tree survey for short (1 – 2years), medium (2 – 5 years) and longer term maintenance action. D Dredge has agreed to look at and report on the Willow in BBPF. Clerk to hasten Trees by Brook House, Foundry Rd. A report by Hampshire Highways has been received about the condition of an ash (dead) and encroachment of pathway and highway by a holly tree. Quotes are to be obtained. Felling/pruning of poplars in the conservation area was discussed. 	<p>Clk</p> <p>Clk</p>
12 12.1	<p>Footpaths and Highways</p> <p>Cllrs to report any highways or footpath issues.</p> <ol style="list-style-type: none"> A parishioner has reported a dangerous fallen barbed wire fence beside the slope on footpath 4 to HCC. The likely course of action will be for them to contact the landowner. Dog mess along footpath 4 was discussed and effectiveness of various forms of communication with dg walkers to clear-up. Road safety speed signs have been put into the provisional plan for FY17/18 however the Clerk should seek community funding from HCC this year. 	<p>Clk</p>
12.2	<p>Cllr Newell to report any street lighting issues Nil</p>	
13 13.1 13.2	<p>External Committees and Events Cllr Wilson had attended the Neighbourhood Planning Event on 24 Oct 16 and reported that HCC seemed to be encouraging the production of Neighbourhood plans. The general view however was that they were not worth the effort unless there was a particular concern about developments in the area. He also said that developing a Parish Plan had proved a very useful way for one of the delegate parishes to engage with parishioners and identify community issues. The parishioner in attendance spoke briefly about the Village Design Statement which, while incorporated into the TVBC Plan, is dated 2002. It may be beneficial to review and update it. For Jan 17 agenda</p> <p>Cllr S Butler report on changes to the website. Cllr S Butler suggested that the website could be used for income generation. See item 16</p> <p>Cllr Mrs Kennedy to report of upcoming events at the Village Hall Cllr Kennedy stated that the next Village Hall Committee meeting would be on the following Monday. She also informed the meeting that the Village Hall now has its own website, http://www.upperclatfordvillagehall.co.uk/ Cllr Newell drew attention to the Burdoch Players production of Peter Pan in late Nov early Dec. Tickets are available.</p>	<p>Clk</p>
14	<p>Correspondence and E-mail. Clerk to report the correspondence received:</p> <ol style="list-style-type: none"> 12 Oct Lloyds Bank letter confirming Cllrs P Butler and A Wilson are now signatories. 12 Oct Lloyds Bank letter requesting completion of Key Account Holder mandate for Cllr Kennedy. Submitted by Cllr Kennedy 13 Oct TVCS Emergency Pack Availability. Three packs have been obtained by the Parish Council. 24 Oct. Invite to Citizens Advice AGM on the 8th November 2016 in Romsey. Rural Community Ownership Event, Sparsholt - Saturday 12th November. Sent to all Cllrs 26 Oct. Email from parishioner regarding state of fences on footpaths 4 and 5. He has reported then to HCC. 2 Nov. Consultation on removal of public telephone. Response required by 20 	

	<p>Jan17 if we wish to retain.</p> <p>h. 2 Nov. ANT email confirming interest in renewing lease on Chalk Pit and that payments from Jan 17 will be by SO.</p> <p>i. 2 Nov. Primary Schools Admissions Poster from HCC. To be displayed on main notice board</p>	Clk
15	<p>Annual Bonfire Cllr S Butler reported that the event had been successful. He made the following recommendations: Light fire earlier at 6pm, engage with pub landlord earlier to allow him more planning time. Keep fence up 24 hours after the event to discourage children from approaching ashes/embers. He requested the Clerk invite TVBC to remove residue and write with thanks to residents who helped.</p> <p>The Chairman thanked Cllrs S Butler, P Butler and A Newell for their efforts.</p>	Clk Clk
16	<p>Eco Fair Cllr S Butler felt there had been little enthusiasm for the eco fair and had not taken it further at this stage. He suggested that this item be retitled 'Income Generation' and that the Council discuss ideas then take more positive steps to raise income. He suggested marketing the website, which gets 1000+ hits a month, advertise availability of the sports field for events including sports and weddings etc. Cllrs were asked to compile lists of local businesses and ventures who might wish to advertise locally for discussion at the next meeting</p>	Cllrs
17	<p>Council Vacancies The Clerk was instructed to write to the applicants and invite them to attend the next meeting prior to discussing co-option further. A further expression of interest was received by the attending member of the public. He will submit a CV.</p>	Clk
18	<p>Publication of Councillors Details Cllr Wilson stated that he had had to ask the Clerk for contact details of a fellow Cllr. He also observed that other Parishes produce a newsletter and publish Cllrs contact detail in this and on websites. Discussion followed on this and consideration to producing a newsletter would be given. Contact details had been published in the past however for now it was agreed that contact should be through the Parish Clerk but an internal contact list was to be circulated.</p>	Clk
19	<p>Confidential Item The public and the press may be temporarily excluded using the authority of the Public Bodies (Admission to Meetings) Act 1960.</p>	
19	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14th December 2016</p> <p>a. Budget Recommendations from the Finance Sub-Committee</p> <p>b. Income generation (in place of Eco Fair)</p>	

The Meeting closed at 9.47 pm