

UPPER CLATFORD PARISH COUNCIL  
 MINUTES FROM THE (VIRTUAL) ANNUAL MEETING OF THE PARISH COUNCIL  
 HELD ON WEDNESDAY 8<sup>TH</sup> JULY 2020  
 AT 7.30 PM OVER ZOOM

MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING ON 9<sup>TH</sup> SEP 20

Present:	Parish Cllrs P Heslop (Chairman), R Bennett, D Coole (Parish & TVBC), C Eyre (from Item 6), H Folkard-Tapp, S Kennedy, A Lockhart, N Shah, C Williams, , TVBC Cllr M Flood Minutes – C Emmett, Parish Clerk
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1	<b>Apologies for Absence</b> Cllr Wilson	
2	<b>To receive and accept declarations of interest</b> Nil	
3	<b>Public Participation</b> Nil. The Chairman asked for confirmation that the links were advertised on website and Notice Boards. Confirmed.	
4	<b>To approve the minutes from the (Virtual) Meeting held on 10<sup>th</sup> June 2020</b> Cllr Bennett proposed acceptance of the minutes. Seconded by Cllr Kennedy. Agreed by all. Clerk to send Chairman copy for signature.	Cllk
5	<b>To receive the Clerk's progress report since the meeting held on 10<sup>th</sup> June 2020</b> Jan 20 - 13.2.a. Amend Commons Registration. <b>Ongoing</b> Legal Assistance sought through HALC arrangement with HCC – not able to help due to conflict as HCC is the deciding authority. <b>Pending</b> <b>17 May 20 Actions</b> 2. Arrange completion of Acceptance of Office for Chair & Deputy. <b>Complete</b> 16.3. NS to arrange hedge planting BBPF. <b>Complete</b> 17.1. Establish GM virement requirement. <b>Pending reply</b> 17.2. Arrange site meeting with Highways Arbor culturalist. TBC <b>Post all restrictions</b> 19.1.d. CCE to brief Cllrs on use of Communications database. <b>10 Jun 20 Actions</b> 4.1. Add Cllr Eyre to Planning Committee Lists and web. <b>Complete</b> 4.2. Committee Chairmanship to be notified to Clerk. Planning-NS, NDP-CCE, Fin- , 5.1. Previous Minutes. Amend and publish <b>Complete</b> 5.2. Obtain Chairman sig for amended May Minutes <b>Complete</b> 7.2.c.ii. SINC. Notify adjacent parishes <b>Complete</b> 7.2.c.iv. Water Authority Over pumping. Recommended that the S Water representative for this area be invited to address the Parish Council. <b>Chairman</b> 7.3. Heritage Listing. <b>Cllr Eyre</b> agreed to raise the matter with the Headmaster. Message left with HM PA. <b>Pending call-back.</b> 8.1. NDP Reg 16 Consultation. Raise concerns with TVBC Hd of Planning Policy. <b>Complete</b> 19/6 <b>pending TVBC review/response</b> 8.2. NDP Locality Grant. Re-complete and submit. EOI submitted 24 Jun, Application in on 29 Jun 20. Decision held pending receipt of FY19/20 underspend. <b>Complete</b> 9. Covid-19 Support Group data base. On closure of Support Group, Cllr Bennett to ask contacts if they wish to remain on wider database for parish communications whilst also inviting other parishioners for their details to be included to aid communications. <b>Pending</b> 12.1. Adoption of NALC templated policies. Clerk to re-draft for Cllrs consideration. <b>Complete and sent to Cllrs</b> 12.2. Direct Communications with the Public Cllr Eyre proposed that this matter and the Data Protection aspects be considered by himself, Cllr Bennett and the Clerk prior to the next meeting. <b>Complete</b> 13.1.c. Outstanding cheques. i. Ch 2133 to R Dobbs for £402 has not been presented and is due to expire. It will be formally cancelled, and a new cheque issued. Raised <b>Complete</b> ii. Flower Show cheque 2152 should be returned/cancelled. <b>Complete</b> iii. Statement and budget to be signed. <b>Complete</b> <b>13.3. Audit.</b> Submit documents to External Auditor (and display Notice of Public Rights from 19 Jun – 31 Jul 20). <b>Complete/ongoing until 31 Jul 20</b> 14.1. Play Area Inspections. AW to meet and determine priority of work arising from Playsafety Inspection. <b>Pending</b> 14.5. Misuse of Parish Lands. A suitable note should be placed on the website. <b>Complete</b> 16.1.c. Priority Cutting List. An update on HCC proposed work is to be requested. <b>Complete</b> and copied to RB. HCC Countryside N do the work in Jul. <b>Complete</b> 16.2.b. Speed Indicator Device (SID). Details for website. <b>Complete</b> 19.1.& 2. Add items for next agenda. <b>Complete</b> <b>Subsequent taskings received for Sports Field &amp; Footpaths - Actioned</b>	
6	<b>Planning –</b> 1. <b>Planning Committee to report on applications</b> (Cllr Shah): a. <b>20/000991/FULLN</b> 1 Church View. Retention of 2 sheds – A 'No objection' has been submitted b. <b>20/01231/CLPN</b> Certificate of proposed lawful development for a single storey rear extension SITE: 7 White Oak Way – No objection submitted	

	<p><b>2. Applications on circulation</b></p> <p>a. <b>20/01439/FULLN &amp; LBCN</b> Reed Cottage. Removal of existing single storey extension replaced with two storey rear extension. Comments to Clerk by 27 Jul.</p> <p>b. <b>20/01463/FULLN</b> Two Chimneys UC, Single storey side extension. Comment due to Clk 28 Jul. Committee to copy each other into comments so that a majority decision will be taken.</p> <p>c. <b>20/00792/FULLN Land at Sam Whites Hill.</b> The application is to be heard by the TVBC N Area Committee on 9 Jul 20. The Planning Officer has recommended that permission be denied. Cllr Shah will speak on the Parish Council's objection.</p> <p>d. <b>TVBC Next Local Plan Consultation</b> Cllr Flood and Cllr Shah spoke and recommended that the PC review the consultation documents and submit comments which are due by 28 Aug 20. It was agreed there was a need to re-affirm the need for a local gap and principles covered by the NDP. Cllr Shah would lead with assistance from the NDP SG. Under item 14, Cllr Coole suggested a comment about Wildlife Corridors and Urban Forests might be appropriate.</p> <p><b>3. Heritage Asset Listing</b> Cllr Eyre was awaiting a call back from the HM of Farleigh to discuss this item. The Chairman stated his concern was the future protection of the property and that further discussion on a course of action should take place after the views of the school are known.</p> <p><b>4. SINC</b>s Cllr Shah said he planned to talk to HBIC regarding the possibility of applying for SINC status for the meadows by the church and in Watery lane.</p>	<p>Cllrs</p> <p>Cllrs</p> <p>NS CCE HF-T</p>
7	<p><b>Neighbourhood Development Plan Steering Group Report</b> (Cllr Eyre)</p> <p>1. Reg 16 Consultation. TVBC now plan to re-commence consultation using Beech Hurst as venue for public viewings as pub and church may not yet be allowed. TVBC asked for Reg 14 Consultation List and questioned omission of adjacent Planning Authorities. List v5 sent. TVBC hope to start Reg 16 on 13 Jul and plan to use TVBC offices and the Andover library to allow public access.</p> <p>2. Locality Grant. Application submitted but is held pending until underspend from 2019/20 has been re-paid. A cheque has been raised for signature after approval by this meeting.</p>	
8	<p><b>COVID-19 Support (Group) Committee</b> Cllr Bennett reported a quiet period and suggested that easing of the restrictions was providing some comfort. A few of the respondents no longer need help but he proposed to keep the system in place as a useful safety line. He proposed to call users next month to assess their needs.</p>	
9	<p><b>Borough Councillor to provide a monthly report</b> Cllr Flood had submitted a report prior to the meeting stating:</p> <p>1. Next TVBC Local Plan - Refined Issues &amp; Options consultation 2020. Following its approval at cabinet on 17 June, the Local Plan Refined Issues and Options document, was published for public consultation on Friday, 3 July. The consultation will run for eight weeks until 4.30pm on Friday, 28 August 2020 (as discussed at item 6)</p> <p>2. Citizens Advice. The Test Valley Andover Branch has moved from their previous address on London Street to Floor 1 of Chantry House.</p> <p>3. . Dates for your Diary – Andover High Street Summer Events 2020 following the easing of 'lockdown':</p> <p>a. The French Market - Friday 31st July.</p> <p>b. The Four Fun Fridays will return on the 7th, 14th, 21st and 28th August - although in a slightly different format this year.</p> <p>c. Sunday 20th September sees the return of the popular Andover Farmers and Crafts Market.</p> <p>4. Water – Over Pumping. Cllr Flood had provided the S Water contact for the Chairman and gave a brief overview of a technical update she had received during a visit by the company. She also gave an overview of proposed action by Abbots Ann</p> <p>5. Cllr Coole reminded all that the 2-hour fee parking would continue until 22 Jul 20. Thereafter charges would be £1 per hour. Shepherds Spring parking would continue to be free.</p>	<p>RB</p>
10	<p><b>County Councillor to provide a monthly report</b></p> <p>1. Cllr Gibson reported that:</p> <p>a. COVID-19. Hampshire residents have voiced concerns about the lack of local statistics and track and trace measures. He does not feel that their fears are justified but has been getting additional data which shows that HCC is working well on managing Covid</p> <p>b. Recycling Centres. Increasing capacity gradually and should be at 60% next week. Cllr Bennett asked why trailers were currently banned and Cllr Heslop asked why rubble was not being accepted. Cllr Gibson believed it was to do with throughput but would ask directly.</p> <p>c. A303 Recycling Centre. Raymond Brown is seeking a relaxation on the controls for the centre to make-up for lost activity during the lockdown. This is causing some concern with HCC Cllrs.</p> <p>d. River/Water way usage. The hot weather and easing of lockdown seem to be causing 'silly' use of rivers with little heed to social distancing and possible safety hazards.</p> <p>e. Bawksbury Bridge Road flooding. Cllr Gibson remains concerned that this has not yet been effectively sorted and may recur unless action is taken by Highways.</p> <p>2. Op Resilience. The Chairman raised the Council's disappointed that Sam Whites Hill Op Resilience work was postponed/cancelled(?) at the last minute. Cllr Gibson could not give any specific information at the meeting</p> <p>3. On Street Parking. Cllr Coole commented that HCC had taken back the management of on-street-parking and asked what manpower resources they were using for this. Cllr Gibson would find out</p> <p>4. Grants. Cllr Bennett who is managing the Speed indicator sign stated it was proving effective and thanked County and Borough Cllrs for their support and grants.</p> <p>The Chairman thanked both Cllrs Gibson and Flood who then left the meeting.</p>	<p>AG</p> <p>AG</p>

11	<p><b>Governance.</b></p> <p><b>1. Adoption of NALC templated policies for:</b></p> <p><b>a. Equal Opportunities &amp; Diversity.</b> Proposed by Cllr Coole, seconded by Cllr Eyre. Agreed by all.</p> <p><b>b. Disciplinary Policy.</b> Proposed by Cllr Folkard-Tapp, seconded by Cllr Kennedy. Agreed by all.</p> <p><b>c. Grievance Policy.</b> Proposed by Cllr Heslop, seconded by Cllr Shah. Agreed by all.</p> <p><b>2. Data Protection Policy - Direct Communications with the Public.</b> Cllrs Eyre, Bennett and the Clerk had discussed this matter since the last meeting. Cllr Eyre had volunteered to be the 'Database Manager' and Cllr Bennett, the 'Communications Officer as the Clerk had expressed reservations based on his lack of technical knowledge. Cllr Eyre had produced a draft letter to Parishioners, which will use the COVID data base as a means of contacting them, requesting that they re-register on a separate data Communications Data Base and a draft amended Data Protection Policy to reflect this. Cllr Bennett suggested that personalised letters, using 'mailchip' was the way forward and would improve community engagement. Cllr Shah agreed and suggested the lack of engagement at our meeting or on parish issues suggests the need to reach out. Cllr Heslop spoke in favour and agreed that the policy document needed the amendment to reflect both data management and procedures for breaches. Cllr Coole raised a concern about data storage. Cllr Eyre stated it would be password protected and stored 'in the cloud (Gmail)'. Cllrs Kennedy expressed concern about confidentiality and Cllr Williams suggested an old-fashioned newsletter would be better as not all had access to computers. As the revised policy had only been circulated immediately before the meeting, Cllrs felt more time was needed to study it before adopting new working practices.</p>	<p>Cik</p> <p>Cik</p> <p>Cik</p> <p>All</p>																														
12	<p><b>Finance:</b></p> <p><b>1. To receive and approve the financial statement for 1 June 20 – 30 June 20.</b> The Clerk stated that Cllrs should note that the accounts reconciled and that a claim for repayment of VAT and an invoice for Village Hall grass cutting would be raised in the next month. Cllr Coole proposed acceptance of the statement, seconded by Cllr Eyre. Agreed.</p> <p><b>2. To approve payments to be made.</b></p> <table border="0" data-bbox="300 902 1023 1149"> <thead> <tr> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>All Saints (cancelled ch 2152)</td> <td>-£50.00</td> </tr> <tr> <td>R Dobbs (ch 2133 unrepresented)</td> <td>-£402.00</td> </tr> <tr> <td>R Dobbs (replace ch 2133 unrepresented)</td> <td>£402.00</td> </tr> <tr> <td>SSE (Pavilion electricity)</td> <td>£82.68</td> </tr> <tr> <td>Andover Rubber Stamp Services Ltd</td> <td>£144.00</td> </tr> <tr> <td>Groundwork UK (Repay underspend 2019/20)</td> <td>£200.80</td> </tr> <tr> <td>C Emmett (Salary, overtime, &amp; Exp)</td> <td>£486.96</td> </tr> <tr> <td>HMRC (PAYE)</td> <td>£119.40</td> </tr> </tbody> </table> <p><b>Card Payments &amp; Cheques raised since last meeting</b></p> <table border="0" data-bbox="300 1173 1023 1285"> <tbody> <tr> <td>18/06/2020</td> <td>ICO (Registration)</td> <td>£35.00</td> </tr> <tr> <td>30/06/2020</td> <td>Roland Security (Garage door handle)</td> <td>£57.12</td> </tr> <tr> <td>04/07/2020</td> <td>C&amp;M DIY (Padlock for Pavilion)</td> <td>£7.99</td> </tr> <tr> <td>01/07/2020</td> <td>Zoom</td> <td>£14.39</td> </tr> </tbody> </table> <p><b>3. Solar Farm – Community Funding</b> Cllr Heslop stated that no reply to the second letter had yet been received. Cllr Eyre was seeking advice from a solicitor (pro-bono) prior to taking further action.</p>	Payee	Amount	All Saints (cancelled ch 2152)	-£50.00	R Dobbs (ch 2133 unrepresented)	-£402.00	R Dobbs (replace ch 2133 unrepresented)	£402.00	SSE (Pavilion electricity)	£82.68	Andover Rubber Stamp Services Ltd	£144.00	Groundwork UK (Repay underspend 2019/20)	£200.80	C Emmett (Salary, overtime, & Exp)	£486.96	HMRC (PAYE)	£119.40	18/06/2020	ICO (Registration)	£35.00	30/06/2020	Roland Security (Garage door handle)	£57.12	04/07/2020	C&M DIY (Padlock for Pavilion)	£7.99	01/07/2020	Zoom	£14.39	<p>Cik</p>
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13	<p><b>Playing Fields.</b></p> <p><b>1. To report the Monthly Monitoring of Play Equipment</b> Following a Risk Assessment, based on government advice and approval of Cllrs by email, the play equipment is now back in use. This is at users own risk. Signage to that effect is in place and the removal of alternate swings have been removed to aid social distancing. Cllrs Wilson and Williams confirmed the equipment had been inspected in the preceding week and no faults found.</p> <p><b>2. Anna Valley Playing Field.</b> Nil</p> <p><b>3. Balsbury Bridge Playing Field</b> A Willow tree split and fallen near picnic bench. Cllr Bennett will inspect and advise if professional clearance is needed.</p> <p><b>4. Sports Field (Cllr Coole)</b></p> <ol style="list-style-type: none"> <li>Pavilion Windows and Doors. Quotes are being sought for replacement widows and securing the door frame.</li> <li>Cess Pit Fencing. Quotes are being obtained.</li> <li>Exterior Painting. Cllr Coole asked the Clerk to seek quotes for exterior painting of the pavilion.</li> <li>Pavilion Storage. The parish now has exclusive access to the room to the right of the foyer and the soccer club have use of the room on the left for kit and match officials.</li> <li>Garage. Ownership of the garage needs confirmation as it may have been provided jointly by the Cricket and soccer clubs for storage. Currently it is shown on the Asset Register. UCYFC have recently done a good job of tidying the garage as they wish to store equipment in it.</li> <li>Equipment. Cllr Coole sought permission to dispose of the roller and mower stored in the garage and the cricket kit (bats/balls etc). Seconded by Cllr Lockhart. Agreed. Suggestions were made to donate it to African charities etc.</li> </ol>	<p>RB</p> <p>Cik</p> <p>Cik</p> <p>DC</p>																														

	<ul style="list-style-type: none"> <li>g. Grass Cutting. Cllr Coole has recently met with a rep from TVBC and agreed more extensive cutting, as contracted, by the pavilion.</li> <li>h. UCYFC. Cllr Coole has agreed to increased usage of the field in the summer months by UCYFC who need additional time to allow socially distanced training regimes. He has also asked them to conduct Risk Assessments for the areas they use. They will not be using the pavilion kitchen, toilets or changing rooms.</li> <li>i. Pavilion and Field Expenditure. The Clerk was requested to provide costings for FY19/20 as the basis for discussing a UCYFC contribution to running costs</li> </ul>	Clk DC
14	<p><b>Trees and Open Space</b></p> <ol style="list-style-type: none"> <li>1. <b>Grounds Maintenance</b> Awaiting response from TVBC re-grass cutting quote reduction due to covid limited cutting</li> <li>2. <b>Trees</b> Cllr Bennett proposed waiting until we met with Highways prior to arranging the removal of the tree on the left-hand side of the Green as this was to allow more space and was not a safety issue.</li> </ol>	
15	<p><b>Footpaths and Highways</b></p> <ol style="list-style-type: none"> <li>1. <b>Cllrs to report any footpath issues</b> <ol style="list-style-type: none"> <li>a. <b>Styles / Kissing Gates.</b> Cllr Coole suggested we might consider replacement of styles/kissing gates and suggested funding may be available from TVBC. Cllr Bennett would investigate it as he was not sure whether they still served a purpose (e.g. at the back of the Village Hall car park) or where it might be needed.</li> <li>b. <b>Bury Hill Ring.</b> Cllr Bennett expressed concern about the wear on the path around the ring and would liaise with Cllr Wilson on the visit by HCC and Historic England last year.</li> <li>c. <b>Footpaths and Cycleways.</b> Cllr Coole suggested improvements might be sought under the 'Andover Master Plan'</li> </ol> </li> <li>2. <b>Road Safety</b> <ol style="list-style-type: none"> <li>a. <b>Speed Indicator Device Update.</b> Cllrs Coole and Bennett moved the speed monitor sign to Bawksbury Hill on 8 Jul 20 after a fortnight of operation in Anna Valley. The data from Foundry Road over the past fortnight is attached for your interest. Average incoming (towards Upper Clatford) and outgoing speeds were 24 and 27 mph, with maximum speeds being 56 and 51 mph respectively. Most higher speeds were captured in early morning or evening, with the 56 mph being recorded at 1945 hrs, but there were obvious exceptions such as the 51-mph outgoing being recorded at 1508 hrs. Traffic flow was about 4-5 times heavier than Red Rice Road with about 8500 incoming vehicles. 93% of incoming vehicles and 74% of outgoing vehicles were traveling at less than 30 mph. N next time we'll point the screen at outgoing vehicles to assess the impact of messaging drivers. Only 1.4% of incoming vehicles and 4.7% of outgoing vehicles were exceeding 35 mph, which was slightly less than on Red Rice Road. Slightly lower incoming speeds suggest that the sign is effective in reminding most drivers to comply with the speed limits.</li> <li>b. <b>20 is Plenty.</b> Cllr Bennett gave a summary of the HCC report on 20 mph zones and their conclusion that there was no benefit introducing them elsewhere. He stated that the '20 is Plenty' was an alternative approach that might be considered by Waterloo Terrace and Watery Lane. There was general agreement that the Parish should find sites and progress matters.</li> <li>c. <b>Op Resilience Sam Whites Hill.</b> See item 10.</li> <li>d. <b>Obscured Sign Red Rice Rd.</b> Cllr Kennedy stated the Upper Clatford sign at the top of Red Rice Rd was obscured by vegetation. Cllr Bennett offered to trim it back.</li> </ol> </li> <li>3. <b>Report any street lighting issues</b> Nothing reported.</li> </ol> <p><b>It was noted that the meeting needed to be extended beyond the 2-hour point and the Chairman proposed an extension to finish the agenda. Agreed</b></p>	RB  RB  PH RB NS  RB
16	<p><b>External Committees and Events</b></p> <ol style="list-style-type: none"> <li>1 <b>Report on changes to the website</b> No significant changes reported.</li> <li>2 <b>Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b> There is to be a meeting next week to discuss re-opening.</li> <li>3 <b>Cllrs to Report on other meetings</b> Nothing reported.</li> </ol>	
17	<p><b>Correspondence and E mail</b> The Clerk had circulated the correspondence list below:</p> <ol style="list-style-type: none"> <li>1. 11 Jun. Sec UCYFC. Storage at Pavilion (and sports field)</li> <li>2. 11 Jun. Hugo Fox – Ben. Advice re photos on website</li> <li>3. 12 Jun. TVBC (GS Planning Policy). Acknowledgement of 11 Jun email re NDP Reg 16 process. Aims to answer next week.</li> <li>4. 12 Jun. HALC/NALC. EPC3 - Coronavirus &amp; the future of local government - Labour commission on local govt., housing &amp; transport. Copied to Cllrs</li> <li>5. 14 Jun. Parishioner via Website. Speed Sign - Well done Long overdue. Maybe when things get back to normal the school could be asked to speak to school run mothers who are some of the worst offenders!</li> <li>6. 16 Jun. ICO - Renewal confirmation ICO:00014301412</li> <li>7. 17 Jun. HCC. Enquiry 21495376 Trees on Clatford Green. Arbor culturalist does not see any of works as urgent or a Highways responsibility and will only be able to issue will be the minimum required to ensure the safety of the adjacent road and its users. Copied to RB &amp; AL</li> <li>8. 19 Jun. Abbotts Anne PC. Cc copy of SINC to HBIC. Copied to NS</li> <li>9. 21 Jun. E Simpson. Message for Revd. Dykes</li> <li>10. 22 Jun. Victim Support. Grant request circular.</li> <li>11. 22 Jun. HCC. Hampshire County Council Covid 19 transport schemes and map to raise concerns.</li> </ol>	

	<p>Copied to RB</p> <p>12. 23 Jun. Important Update regarding your Hiscock Policy Coverage – Covid-19 Business Interruption test case</p> <p>13. 23 Jun. London Hearts via Chairman. Parish and Town Council £200 Defibrillator Grant. (Cost £995 plus cabinet - £1425- and shipping)</p> <p>14. 2 Jun. Ecojet. 5 minutes spray, kill Coronavirus in schools and public areas.</p> <p>15. 30 Jun. Parishioner (GM). Hedges over road in Norman Court Lane. (Reported <b>Track it' number:</b> - 21504949) Thanks for Covid-19 support.</p> <p>16. 1 Jul. Came &amp; Co. Insurance and play parks.</p> <p>17. 2 Jul. Parishioner (RB). Trees at bottom of Valley Rise – leaning. Copied to RB, AL. Observation forwarded to landowner Mr Li.</p> <p>18. 2 Jul. TVBC (SH). RE: Upper Clatford NDP - Reg 16 Submission Process and Reg 14 Consultation List questions. Information provided to CCE (Hd NDP SG) to reply as discussed 3 Jul 20.</p> <p>19. 3 Jul. TVBC (MF). Clarification on SH email.</p> <p>20. 3 Jul. TVBC. Refined Issues and Options Consultation for the next Local Plan 3 Jul – 28 Aug. Copied to NS, PH, CCE</p> <p>21. 3 Jul. Locality (Grant Mngr). Upper Clatford - underspend return. Repayment from UC PC to be arranged.</p> <p>22. 7 Jul. TVBC (SH). Upper Clatford NDP - Reg 16 Submission Process. Accepts Reg 14 list v5 Plans to start on 13 Jul. See NDP item update.</p>	
18	<b>Projects</b> (Cllr Shah) Deferred to next meeting due to time.	
19	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 9<sup>th</sup> September 2020</b></p> <p>a. Bonfire</p> <p>b. Brook Way Bottom. Cllr Folkart-Tapp would report on proposals</p>	

**Meeting Closed at 9.50 pm**