UPPER CLATFORD PARISH COUNCIL MINUTES FROM THE MEETING HELD ON WEDNESDAY $10^{\rm TH}$ JULY 2019 AT 7.30 PM IN THE KING EDWARD VII MEMORIAL HALL

Present:	Parish Cllrs P Heslop (Chairman), C Eyre, S Kennedy, C Williams, N Shah, A Wilson (from
	Item11), HCC Cllr A Gibson
	In Attendance: Mr A Pilley TVBC

1	Apologies for Absence TVBC Cllr M Flood, Cllr D Coole, Cllr A Lockhart, Cllr A Wilson (late	
	arrival)	
2	To receive and accept declarations of interest Nil	
3	Public Participation One member of the public attended and spoke on Item 7.1.c Planning application for Fishing Cottage Annexe, describing amendments and pre-submission advice.	
5	Resilience Planning – Presentation by Mr A Pilley TVBC Mr Pilley gave an overview of the background to resilience planning, the advantages of having a plan and points of contact registered with the Local Authority and Emergency Services (on a restricted website). This helps identify local priorities to those unfamiliar with the area. While accepting that the majority of Cllrs are fully engaged in NDP activities at present, he offered to provide example plans for further consideration by the Council and noted that there was a Resilience Planning Forum in Oct 19. The Chairman thanked him for an informative presentation. Mr Pilley left at this stage. To approve the minutes of the Parish Council Meeting held on 12 th Jun 2019 Approval of the the	
	Minutes for 12 Jun 19 was proposed by Cllr Williams, seconded by Cllr Eyre and were agreed by all and signed by the Chairman. The Minutes of the meeting on 8 May 19 had been amended as requested at the last meeting and were also signed by the Chairman.	
6	To receive the Clerk's progress report since the meeting held on 12 th Jun 2019 ITEM 4. May 10 minutes, amond Item 12.2. Complete	
	 May 19 minutes - amend Item 12.2. Complete Chair and Clerk to discuss Cllr observations on GM Contract. Complete Cllrs will liaise with the Clerk to agree a schedule of works arising from the Playsafety inspection to be priced. Complete (pricing action to follow). Clerk to progress open space registration with Parker Bullen. Pending Cllr Coole will enquire with TVBC necessary process to enable improvements to be made and it was suggested that we invite our local Police Officer to a PC meeting to discuss concerns. Ongoing. Cllr Kennedy to raise the question of Wi-Fi connectivity provision in the Village Hall at the next VH Committee Meeting. Pending the next meeting of the Village Hall. 	
7	Planning 1. Planning sub-committee to report on the following applications: a. 19/01288/FULLN 107 Bury Hill Rise – side extension. No objection submitted 12 Jun 19.	
	 b. 19/01501/TREEN Copthall PI – Fell 1 x Silver birch, crown raise 1 x silver birch No objection submitted 1 Jul 19 	
	c. 19/01483/FULLN Fishing Cottage – Single story extension to provide home office and additional loft space. The Planning Committee recommended objecting to this application due to: Rural light spill, impact on setting of the church and Landscape Character, disproportionate size of the extension with inappropriate window design for an ancillary rural building. This and comments made at item 3 were discussed and it was decided to accept the recommendation of the Parish Planning Committee and lodge an objection.	Clk
8	Neighbourhood Development Plan Steering Group Report. CCE gave a summary of progress	
	1. Draft NDP Evidence Statements. All PC members had been given drafts of the Evidence Documents before the meeting. Cllr Heslop had provided feedback and Cllrs Williams and Kennedy identified that there were some inaccuracies in the draft texts. It was agreed that they would detail these on hardcopy for Cllr Eyre. It was agreed that subject to these changes being made, Cllr Eyre would update the drafts which could then be sent to David Nicholson, the consultant. Over the next 2 months David Nicholson will prepare a draft NDP and provide requests for any further Evidence he sees being necessary. The current plan is that in October, the PC will be asked to formally approve both the Evidence Documents in their final form and the Draft NDP as prepared by David Nicholson	
	 Cllr Eyre proposed that the request for a screening opinion on the requirement for a Strategic Environmental Assessment (SEA) and/or a Habitat Regulations Assessment (HRA) prepared by David Nicholson be approved by the PC. Seconded by Cllr Kennedy. 	

	Carried. The Clerk was requested to submit this by e-mail to TVBC	Clk
9	Borough Councillor to provide a monthly report No report submitted.	
10	 County Councillor to provide a monthly report Cllr Gibson reported: Andover Cyclefest had been held on 7 Jul and formed part of the Health & Wellbeing strategy. There have been reports of Aster selling housing stock (which are possibly deemed too costly to repair/maintain) while building affordable housing is being pursued as a policy. This seems 	
	 odd and he is trying to escalate the matter. 3. HCC are planning to declare a 'Climate Emergency' at the next full meeting in order to not only continue HCC's efforts but intensify the focus on mitigating measures. 4. Highways / contractor progress on repairing potholes is not good. This issue of long marked 	Clk
11	potholes in Church Lane was discussed and should be raised. Finance:	
	 To receive and approve the financial statement for 1st Jun – 30th Jun 2019. Cllr Kennedy proposed acceptance of the statement provided, seconded by Cllr Eyre. Approved by all. The Chairman then signed the statement. Approve payments to be made. Cheques to be raised at the meeting to be held Wednesday 10 July 2019 	
	Chq No. Payee Amount	
	2097 DJN Planning Ltd (Prep & Visit Meet 11/6) £384.60 2098 Rhys Dobbs (Jun GM) £380.40 2099 SSE (Pavilion Utility) £79.26 2100 Parker Bullen LLP (Legal Services) £1,881.60 2101 DJN Planning Ltd (Prep of Report - Task 1) £450.00	
	2102 Cancelled £0.00 2103 C Emmett (Salary & Expenses) £381.06 2104 HMRC (PAYE) £92.80 2015 Mathew Dewey (Tree work - replaces ch 2095) £325.00	
	Cheques raised since last meeting (12 Jun 19) 05/07/2019 2096 Rhys Dobbs (overdue for May 19) £422.40 Total £4,397.12 Card Payments	
	24/06/2019 Dell (Laptop transformer) £36.01 18/06/2019 Direct Debit ICO (Annual Fee) £35.00 3. The Clerk highlighted the spend against budget for legal services and suggested Cllrs consider	Cllrs
	virement to cover proposed Land Registry work. 4. GM Contract Review. The Clerk said that the contractor was actioning points but sought the addition of £10 for cutting the Green area in front of No1-4. Agreed. Regular strimming of the	
12	BBFP river edge was not authorised. Authority was given for fence line trimming up to £50. Playing Fields	
	 To report the Monthly Monitoring of Play Park Equipment. No additional faults were reported by either Cllr Williams or Wilson who commented on his pleasure at seeing so many users of BBPF. 	
	 Annual Playsafety Inspection The Clerk had met with Cllrs Williams and Wilson to agree items for costing but had yet to seek quotes. Sports Field In the absence of Cllr Coole no formal report was received however it appeared that 	Clk
13	Clatfest had been a success and an appropriate clear-up had taken place. Trees and Open Space	
13	 Trees Cllr Williams reported that she and Cllr Coole had looked at the Brook Way / Foundry Rd area and that Cllr Coole was looking into solutions to the green waste matter. Open Spaces 	
	 a. Dog Fouling Cllr Coole had looked into this with TVBC and would report more on signage and reporting of offenders at the next meeting. See. Dog fouling notice on parish website b. Land Registration The Green. Clerk to progress matter. Legal Advice. The Chairman stated a letter from a third party had been received and in order to discuss our solicitors advice on it freely and frankly he proposed under 	Clk
	Standing Order 10.xi. that the 'press and public be excluded from the meeting'. Seconded Cllr Wilson. In closed session a response to the Parish solicitor was agreed. The meeting was re-opened to the press and public.	Clk
14	Footpaths and Highways 1. Clirs to report any footpath issues. Footpath 2 was cleared by Clirs Heslop and Eyre on 2 Jul 19. The HCC contractor had done paths 3,4, 14 &15 in that or the preceding week. Clir Eyre	CE

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		agreed to discuss repair and placement of the fence line with the owner.	
	2.	Road Safety Nothing reported.	
		Clirs to report any street lighting issues Nothing reported.	
15	Ex	ternal Committees and Events	
	1	Report on changes to the website Minor additions to the website were reported including the	
		Starlit Walk Notice in Winchester in Sept and the TVBC Dog Fouling Notice	
	2	Cllr Mrs Kennedy to report of upcoming events at the Village Hall There has been no	
		meeting.	
	3	Clirs to report on other meetings The Chairman stated he would be attending the S Water	
		public meeting on 15 Jul 19.	
16	Co	rrespondence and E mail. Clerk to report	
	1.	10 Jun. S Water. Working Together to Build a Resilient Water Future for the South East	
		Presentations. Copied to all Cllrs	
	2.	10 Jun. TVBC. Preparation of playing pitch strategy for Borough of Test Valley. Replied with	
		facility details on 24 Jun	
	3.	12 Jun. D Nicholson. Acceptance of NDP Consultancy Contract - Upper Clatford.	
	4.	12 Jun. Parishioner DF via website. Cutting of verges and footpaths	
	5.	21 Jun. GC Clerk. Possibly of taking on a maintenance person to undertake tasks such as grass	Clk
		cutting, etc. Discussed with Chairman. Clerk to liaise further	CIK
	6.	22 Jun. Parishioner PB. Footpath behind Bury Hill Close almost blocked by hedge trimmings etc.	
		Copied to Cllr AW	
	7.	24 Jun. Osborne Co Ltd (for Highways). M27 Closure between J3 – J4 over weekend 28 Jun 19	
		 1 Jul 19. Diversion details on parish website news page 	
	8.	27 Jun. PFK-Littlejohn. Authority selected for additional testing, it is subject to intermediate level	
		review procedures this year. Require copy of the relevant minutes and supporting agenda papers	
		from the meeting at which the annual review of risk management arrangements during 2018/19	
		was discussed and, if the 2017/18 external auditor report included any 'except for' matters, copies	
		of minutes and any agreed plan showing the corrective action. Docs submitted 27 Jun.	
	9.	27 Jun. Wessex Cancer Trust - Starlit Trail event Fri 20 Sep 7.30pm. On website	
	10.	2 Jul. CCE. Draft NDP Evidence docs for approval at next meeting. Copied to all Cllrs.	
	11.	2 Jul. R Dobbs. Response to Grounds maintenance Review - June 2019. See agenda item	
		Open Spaces	
	12.	3 Jul. UCYFC. Pre season friendlies. Cllr Coole has replied with agreement.	
	13.	4 Jul. Defibrillator @ King Edward VII Village Hall. Registration of defibrillator on 'Save a Life	
		App'. Form nominates Guardians – Require a second guardian and present one to confirm use of	
		personal info under GDPR	
	14.	4 Jul. TVBC. Contact Details of Chairman and Clerks - Parish Councils - Clerk to reply	Clk
		agreement to publish Chairman and Clerk details.	CIK
17	Co	uncillors to request any items to be included within the agenda for the Meeting to be held	
		dnesday 14 th Aug 2019 Nil	
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Meeting Closed at 10.08 pm