

UPPER CLATFORD PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON WEDNESDAY 8TH JUNE 2022
AT 7.30 PM IN
THE KING EDWARD VII MEMORIAL HALL

MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING

Present:	Parish Cllrs R Bennett MVO (Deputy Chairman), D Coole, C Eyre, S Kennedy, A Lockhart, A Wilson and TVBC Cllr M Flood. Minutes – C Emmett Clerk & RFO
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1	<p>Apologies for Absence Cllrs Heslop, Williams, Shah, Folkard-Tapp and HCC Cllr Drew. Cllr Bennett opened the meeting by stating the Chairman of the Parish Council, Cllr Heslop, was attending a Water Forum meeting and he would chair this meeting and would like to start with a vote of thanks to Charlie Barlow and the Jubilee Committee for a successful series of events at the weekend. He also congratulated Cllr Coole on his appointment as Mayor of Andover Town.</p>	
2	<p>To receive and accept declarations of interest 1. Cllr Lockhart stated an interest in the Planning item as she has a current application.</p>	
3	<p>Public Participation There were no members of the public in attendance.</p>	
4	<p>To approve the minutes from the Parish Council Meeting held on 11th May 2022 Proposed by Cllr Wilson, seconded by Cllr Eyre. Minutes agreed by all and signed by the Chairman of the meeting.</p>	
5	<p>To receive the Clerk's progress report since the meeting held on 11th May 2022 Meeting 9 Mar 22 11.4.1. Replace signs on Pavilion. Cllr Bennett. Complete 13.2.1. Liaise with Whitchurch Traffic Police re stats needed. . Email sent 27 May 22 Complete (copied to Cllrs on 9 June) Meeting 11 May 22 5. Amend standing agenda item Footpaths, Highways & Pillhill Brook to include Bins. Complete 8.1.3. Bury Hill park development. Liaison arrangements. Complete 8.1.3 RB to amend draft response to 22/01012/FULLN as an objection in line with meeting discussion. Completed and submitted to TVBC on 12 May 22. 11... Drain Cover Thefts. Obtain update from PCSO. No reports recorded by Hants Police. Clk then submitted retrospective reports Pending further response 12.2. Apr 22 Statement – Re-send to Cllrs Kennedy and Williams. Complete 12 May 12.3. Street Lighting. Confirm we know this period rates. Confirmed. Complete 12.5. AGAR – Complete with Minutes references to Sect 1 and Sect 2 approval, copy and submit to External Auditor. Complete 13.2. AVPF – No Dogs sign to be moved to more prominent position. Pending 13.3.1. BBPF – Liaise with TVBC GM re portaloo base to confirm they can cut grass in the area if it remains. Complete 13.3.2. BBPF – Have swings oiled. 4/6 Complete 14.1. No Mow May. Inform TVBC that it is agreed for The Green only. Complete 15.1.1. Ask ANT to dispose of fly tipped waste. 12/5 Complete. Action not taken so removed by UCPC on 28/5. Complete 15.1.2. Clatfords Footpath. Put project on hold (RB/CCE). Minuted Complete 15.2. Village St between UC & GC. Ask Highways to replace 40 mph repeater signs. Reported 27 May No 21611144 Complete</p>	Cllk
6	<p>Planning – Review decisions since last meeting and recommendations from the Planning Committee Cllr Bennett summarised matters as: 1. Current applications 1.1. 22/01252/TREEN, Apple - Reduce shape, The Old Post Office Upper Clatford. No objection submitted. No objection raised 1.2. 22/01303/TREEN, Fell x3 Trees, The Old School Upper Clatford – No objection of reason for TPO raised.</p>	

	<p>1.3. 22/01322/FULLN, Replace conservatory with single storey side extension, Ember Cottage, Village Street, Upper Clatford. (Cllr Lockhart was excluded from the discussion as the applicant). The Planning Committee recommended that No Objection be submitted to TVBC. Agreed.</p> <p>1.4. 22/01430/CLPN, Application for Lawful Development Certificate for proposed rear storey extension at Beech Bungalow, Foundry Rd. The Planning Committee saw no legal reason to object.</p> <p>2. TVBC Decisions</p> <p>2.1.1.22/00677/LBWN, Installation of a stair lift, Sackville Barn Upper Clatford, WITHDRAWN</p> <p>2.1.2.22/00943/TREEN, Poplar - Fell, Fishing Cottage Church Lane, NO OBJECTION</p> <p>2.1.3.21/01602/NMA1, Sycamores Village Street, block up window, APPROVAL</p> <p>2.1.4.22/00554/FULLN, Cophall Place Foundry Road, Part demolition and re-build of dwelling, WITHDRAWN</p> <p>3. For info</p> <p>3.1. 22/01012/FULLN A multitude of new documents have been appearing regarding the Bury Hill site. Heritage now addressed and traffic data provided though still no traffic projections. Cllr Flood reported that TVBC are keen to strengthen liaison with UCPC in respect of Bury Hill Land.</p> <p>3.2. 21/03028/FULLN Lagoon scheme - it looks like some investigative work on site has started as a decision will not be made until groundwater/wetland interaction has been assessed. The case officer has already mentioned the possibility of benefits outweighing the Conservation Officer's objection..</p> <p>3.3. Local Plan 2040. It was noted that the Chairman of the Planning Committee had asked members of the Planning Committee to review specific areas of the Local Plan in preparation for the next public consultation. Cllr Flood then suggested the Committee consider wider liaison take place with other Parish Councils. No decision was made but TVAPTC was dismissed as a suitable forum.</p>	
7	<p>Borough Councillors to provide a monthly report (Cllrs Flood & Coole)</p> <p>1. TVAPTC Meeting on 6 July 22. Cllrs Flood and Coole encouraged attendance.</p> <p>2. Sculpturers Commissioned for Andover and Romsey.</p> <p>3. Charlton Lakeside Golf Course. Now open.</p> <p>4. Second Sunday Market. A new market, featuring food, drinks, the arts has been curated by Hemmingway Design as an additional way of promoting Andover. The first will be held in Andover Market place on the second Sunday in June (12 Jun 22) from 10 am to 4 pm.</p> <p>5. New Mayor of TVBC Elected. Cllr Alan Dowding is the new Mayor https://www.testvalley.gov.uk/news/2022/may/new-mayor-appointed-for-test-valley</p> <p>6. Land South of Bury Hill. Cllr Flood has discussed the need to liaise more closely with the Parish Council with various members of TVBC. The best point of contact will be Mr Kevin Harrington who has been asked to keep the PC about planned activities in the area and has extended an invitation to Cllrs for a site visit.</p> <p>7. Cllr Coole congratulated the Parish on the successful Jubilee events.</p> <p>8. TVBC Corporate Plan. Test Valley Borough Council is currently planning ahead to 2027 through and developing the next Corporate Plan which outlines the council's vision and priorities for the borough. To help the council put this document together views of individuals and communities are sought to tell them what priorities should be throughout the organisation. See the survey at https://www.surveymonkey.co.uk/r/BTC7MQQ. It will also be covered at the TVAPTC meeting on 6 Jul 22 and other events listed here http://www.testvalley.gov.uk/aboutyourcouncil/corporate-plan-2023-2027</p> <p>9. Festival of Motoring in Andover on 28 Aug 22. The Chairman thanked both and Cllr Flood then left the meeting.</p>	
8	<p>County Councillor to provide a monthly report Cllr Drew had apologised for not being able to attend and had submitted notes covering the following:</p> <p>1. Consultation opens on proposed changes to County Council financial support for transport and travel. An information pack, setting out the proposals in detail can be viewed online. It is recommended that this is read carefully before completing the online response form</p>	

	<p>2. Brand new service for older adults with high support needs opens The Living Well Centre at Nightingale Lodge in Romsey To find out more about the Living Well Centre and to arrange a trial visit, go to www.hants.gov.uk/socialcareandhealth/adultsocialcare/care-homes/nightingalelivingwell</p> <p>3. County Council announces free Hampshire bus pass travel for Ukrainian Refugees.</p> <p>4. County Council invites grant applications to support Ukrainian refugees in Hampshire. More information is available on Hampshire County Council's website Leaders Community Grants Hampshire County Council (hants.gov.uk) or by contacting ccbsgrants@hants.gov.uk. Find out more information about the County Council's support for Ukrainian refugees.</p> <p>5. New Bus Gate in Andover A new bus gate to allow continuous bus travel through the East Anton housing development</p> <p>6. New leadership team at Hampshire County Council Following the retirement of Keith Mans, Councillor Rob Humby has been elected as the new leader of Hampshire County Council with Councillor Rob Chad as his deputy.</p> <p>7. HCC cabinet is now as follows:- Leader + Policy, Resources & Economic Development Rob Humby Deputy Leader + Children's Services Roz Chadd Highways Operations Nick Adams-King Climate Change & Sustainability Jan Warwick Transport & Environment (waste/recycling) Edward Heron Commercial Strategy, Estates & Property Steve Forster Performance, HR, Inclusion & Diversity Kirsty North Recreation, Heritage & Rural Affairs</p>																																																							
9	<p>Finance:</p> <p>1. To receive and approve the financial statement 1 May22 – 31 May 22. Approved and signed by the Chairman of the meeting.</p> <p>2. Payments made since the last meeting</p> <table border="0"> <tr><td>PV04</td><td>P Heslop (Noticeboard Refurb)</td><td>£115.40</td></tr> <tr><td>PV05</td><td>C Emmett (Salary &Exp Mar/Apr)</td><td>£373.18</td></tr> <tr><td>PV06</td><td>HMRC (PAYE Mar/Apr)</td><td>£90.60</td></tr> <tr><td>PV7</td><td>Mr & Mrs C Barlow (Jubilee Mugs)</td><td>£950.00</td></tr> <tr><td>PV8</td><td>123-reg (Domain name 2yrs)</td><td>£38.38</td></tr> <tr><td>PV9</td><td>HCC (St Lighting)</td><td>£1,206.41</td></tr> <tr><td>PV10</td><td>C Emmett (Salary, O'time &Exp Apr/May)</td><td>£602.86</td></tr> <tr><td>PV11</td><td>HMRC (PAYE Apr/May)</td><td>£148.20</td></tr> <tr><td>PV12</td><td>HALC (HALC&NALC Subs)</td><td>£474.64</td></tr> <tr><td>PV13</td><td>JK Murray (Internal Audit)</td><td>£230.00</td></tr> <tr><td>PV17</td><td>TVBC (GM (tbc))</td><td>£864.50</td></tr> <tr><td>PV18</td><td>SSE (Pav EI - Credit repaid)</td><td>-£6.15</td></tr> </table> <p>3. To approve payments to be made Approval of the following payments and transfers was agreed by all:</p> <table border="0"> <tr><td>PV14</td><td>B Gas (Pavilion utility)</td><td>£30.93</td></tr> <tr><td>PV15</td><td>Kirbygas (Boiler insp/services)</td><td>£79.20</td></tr> <tr><td>PV19</td><td>SSE (Pav utility)</td><td>£17.92</td></tr> <tr><td>PV 20</td><td>C Emmett (Salary, o'time & Exp)</td><td>£525.81</td></tr> <tr><td>PV21</td><td>HMRC (PAYE)</td><td>£120.60</td></tr> <tr><td></td><td>Transfer Treasurers Acc to Business Bank Acc (Reserves)</td><td>£2,686.00</td></tr> </table> <p>4. Budget.</p> <p>4.1. Allocation of Funds to Reserves The Clerk stated he recommended an allocation of funds to reserves from the precept received so far received in equal parts of £1,625 to the Election Reserve and General Reserve. A further £3,750 would be received with the precept in Oct and he recommended a decision on that allocation be discussed at that time. Approved</p> <p>4.2. Cllr Expenses & Chairman's Fund Line. The Clerk recommended the Cllr Expenses line be increased in light of the recently agreed travel policy which we should be able to meet. Cllr Coole proposed virement of £150 from Pavilion Essential Maint Fund (£5000) as we may not need to replace the</p>	PV04	P Heslop (Noticeboard Refurb)	£115.40	PV05	C Emmett (Salary &Exp Mar/Apr)	£373.18	PV06	HMRC (PAYE Mar/Apr)	£90.60	PV7	Mr & Mrs C Barlow (Jubilee Mugs)	£950.00	PV8	123-reg (Domain name 2yrs)	£38.38	PV9	HCC (St Lighting)	£1,206.41	PV10	C Emmett (Salary, O'time &Exp Apr/May)	£602.86	PV11	HMRC (PAYE Apr/May)	£148.20	PV12	HALC (HALC&NALC Subs)	£474.64	PV13	JK Murray (Internal Audit)	£230.00	PV17	TVBC (GM (tbc))	£864.50	PV18	SSE (Pav EI - Credit repaid)	-£6.15	PV14	B Gas (Pavilion utility)	£30.93	PV15	Kirbygas (Boiler insp/services)	£79.20	PV19	SSE (Pav utility)	£17.92	PV 20	C Emmett (Salary, o'time & Exp)	£525.81	PV21	HMRC (PAYE)	£120.60		Transfer Treasurers Acc to Business Bank Acc (Reserves)	£2,686.00	<p>Cllk</p> <p>Cllk</p> <p>Cllk</p>
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12	<p>Trees and Open Space</p> <p>1. Allotments The Clerk briefed on the possible requirement for allotments in Upper Clatford under Section 23 of the Allotments Act 1908. Historically parishioners have been able to apply to both Goodworth Clatford and TVBC so there has been no need. Now, however Goodworth has a waiting list and Andover Town have taken over TVBCs local allotments. E mails have been received from three parishioners who are on the Goodworth Clatford Allotment Waiting List. A further parishioner would who already has an allotment at Goodworth Clatford had asked for one within this parish. She had been encouraged to see if there was sufficient demand to set up an Allotment Association and run any property acquired for this purpose. A response is awaited. It was agreed that demand was insufficient to take this further at this time.</p> <p>2. Watery Lane SINC</p> <p>2.1. Enforcement Action – The TVBC Planning Enforcement Officer has discussed with the owner of Cox’s Field the spreading of materials onto the field and concrete into the pond. Based on that visit and discussion she is recommending closing the case.</p> <p>2.2. Stream Damming – The stream that flows under Watery Lane into the culvert in Cox’s field has been dammed with concreted matter. Concerns are that this may change the biodiversity of the area and possibly lead to flooding of the road in high water. TVBC and EA do not feel it is within their area of concern and EA has referred the matter to Highways.</p>	
13	<p>Footpaths Highways Pillhill Brook & Bins</p> <p>1. Cllrs to report any footpath issues Cllr Bennett reported that the Hampshire Countryside Service have planned for priority footpaths in the area to be trimmed later this month.</p> <p>2. Road Safety</p> <p>2.1. Watery Lane Manhole Covers – No further progress. Barriers remain in place</p> <p>3. Report any Street lighting issues Nothing reported.</p> <p>4. Pillhill Brook No update was available as Cllr Heslop was currently attending the local Water Forum Meeting.</p> <p>5. Report any waste bin issues Nothing reported</p>	
14	<p>External Committees and Events</p> <p>1. Report on changes to the website Minor changes and additions. See website https://www.upperclatford.com/community/upper-clatford-15048/home/</p> <p>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall Nothing was reported, and no activities are shown on the website.</p> <p>3. Cllrs to Report on other meetings</p> <p>3.1. TVBC Civic Service in Romsey Abbey. Cllr Kennedy had attended to represent the Parish Council</p> <p>3.2. 24 Jun 22 Crime Summit Andover Guildhall – It was agreed that Cllr Coole would represent the Parish Council.</p> <p>3.3. TVAPTC</p> <p>3.3.1. Cancelled Meeting on 24 May 22. Preferred dates and formats for future meetings were discussed. Cllrs felt that the Forum covered to broad a physical area for many items to be of interest to all, hence a degree of reluctance to attend. However, subject to the agenda and personal diaries, Cllrs felt all of the options suggested by the administrator were acceptable. Clerk to notify administrator.</p> <p>3.3.2. AGM in Stockbridge 6 Jul 22. There are workshops on Waste Disposal and the next TVBC Corporate Plan preceding the AGM. The Clerk was asked to inform the administrator that the following would attend: Cllrs Lockhart, Eyre, Wilson and Coole.</p>	AL, CE AW,DC
15	<p>Correspondence and E mail</p> <p>1. 13 May. TVBC. Your Test Valley – News & Updates. Copied to Cllrs and MF with comment about tree planting.</p> <p>2. 14 May. Sec UCYFC. Re: Football Pitch Match Sat 14 May 22.</p> <p>3. 16 May. Telecon Kirbygas. Pavilion boiler inspection date. DC and UCYFC notified.</p> <p>4. 18 May 22. Sec UCYFC. Goal posts removal.</p>	

	<p>5. 20 May. Sec UCYFC. Re: Last games 9 v 9 in next couple of weeks and presentation on 11 Jun. DC responded.</p> <p>6. 20 May. Treasurer UCYFC. Football pitch works arranged.</p> <p>7. 21 May. Cllr DC to UCYFC. Future Charges for Use of Sports field and Pavilion. Request meeting.</p> <p>8. 18 May. HCC. Hampshire PFI Street Lighting Contract - Notification of Changes to Street Lighting Energy and Maintenance Charges, and Variable Light Control 22/23. Copied to Cllr and asked for an estimated 6-month bill.</p> <p>9. 18 May. TVBC. Special Community Resilience meeting - 5th May. Deadline 1 June 2022. Forwarded to Village Hall Committee Members CB, SS & SK</p> <p>10. 20 May. TVBC. West Dean and West Tytherley Neighbourhood Plan - Making of plan and decision statement. NDP 'made'.</p> <p>11. 19 May. Playsafety. Invoice</p> <p>12. 24 May. TVBC. Making of the Houghton Neighbourhood Plan</p> <p>13. 25 May. TVBC (EH). Period Poverty in Test Valley. See https://www.testvalley.gov.uk/communityandleisure/workingwithcommunities/period-poverty</p> <p>14. 25 May. TVBC (EH). CANCELLATION: Test Valley Association of Parish and Town Councils meeting - 26 May 2022 – Survey of most suitable times for PC reps to attend. Copied to Chairman</p> <p>15. 26 May. Kit Malthouse MP. Crime Summit 24 Jun 22. Copied to Cllrs.</p> <p>16. 30 May. T&I INNS Project Co-ordinator. T&I INNS Project - Summer INNS Survey. Forwarded</p> <p>17. 30 May. TVBC Planning Enforcement. RE: Land off Watery Lane, Upper Clatford - 22/0129/REG. Recommending closure of case. Cllr has responded.</p>	
16	<p>Projects</p> <p>1. The Queen's Platinum Jubilee 2022. Further to the congratulations offered earlier, the Chairman confirmed that the Jubilee Committee had agreed to fund a plaque for the tree to be planted in Coronation Field (AVPF) to the sum of £200 to commemorate the Platinum Jubilee.</p>	
17	<p>Councillors to request any items to be included within the agenda for the Parish Council Meeting to be held Wednesday 13th July 2022</p> <p>1. Parish Plan – Arising from NDP.</p>	Cllk

The Meeting Closed at 9.25pm