

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 10th JUNE 2015
7.30PM AT KING EDWARD VII MEMORIAL HALL, UPPER CLATFORD**

Present: Parish Councillors Mrs S Kennedy (Chairman), S Butler (Vice Chairman),
Mrs C Williams, A Newell

Clerk – Mrs A Taylor (Minutes)

Members of the Public

Apologies: County Councillor Gibson and Borough Councillors Mrs Flood and Stallard (expected to arrive late)

Item	Record of Business	Action
1	Apologies of Absence Apologies were received from County Councillor Gibson. Borough Councillor Mrs Flood or Stallard were expected to arrive late.	Note
2	To receive and accept declarations of Interest None declared.	Note
3	To approve the minutes from the meeting held on 13th May 2015 Cllr Newell proposed the minutes from the meeting held on 13 th May 2015, were accepted as a correct record of proceedings. Cllr Butler seconded, all agreed. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution.	Note
4	Public Participation A member of the public notified the riverbank at Bawksbury Bridge Playing Field was overgrown and required cutting back.	Note
5	To receive the Clerk's progress report since the meeting held on 13th May 2015 Clerk has contacted TVBC, who will remove the bonfire remains at an additional cost of £25.00 plus VAT. A member of the public had raked the area; therefore this was outside of what TVBC had been asked to do. 5/12d: A quotation of 30.00 had been obtained to carry out PAT testing at the Pavilion. Cllr Butler to arrange with the contractor a suitable date to carry out the testing. Clerk is to investigate whether a sticker should have been applied to the boiler when the service was carried out at the Pavilion to confirm the date of service. 13: Clerk and Chairman will attend a seminar on 'Openness and Transparency', which will advise details of the new legislation come in to force in relation to the recording of meetings. 15: S106 funds are available for Play space and informal recreation.	SB Clerk
6	Planning: Councillors to report on the following applications: a. 15/01107/FULLN – Vodafone Site 22426, Winchester Road, Andover (<i>The replacement of the existing 17m mast with a new 21m mast 9including 6 no. new antennas</i>), installation of 2 equipment cabinets, plus ancillary works): No Objection b. 15/01022/LBWN – Hope Cottage, Village Street, Upper Clatford (<i>Removal of render from west gable end of property, investigation of underlying structure and repair and restoration of west gable end</i>): No Objection, Cllr Newell enquired whether road traffic would be diverted while these works are	Clerk

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	<p>carried out, as buses and emergency services require adequate access on this route. Clerk will provide these comments to the Case Officer. c. 15/00975/LBWN – Wressle Cottage, Foundry Road, Upper Clatford <i>(External alterations including associated external works and new garden shed):</i> No Objection</p> <p>Cllr Mrs Kennedy reported that a resident had raised concerns that the Parish Council had not submitted a response under the application for the new Tennis Club. It was reiterated that comments had been submitted to TVBC as agreed at the meeting held on 13th May 2015.</p>										
7	Borough Councillors Report Borough Councillor Mrs Flood and Stallard were not present.										
8	County Councillors Report County Councillor Gibson was not present.										
9	<p>Finance a. To receive and approve the financial statement for the period 1st May – 31st May 2015 Cllr Butler proposed accepting the financial statement for the period 1st May 2015 – 31st May as an accurate record. Cllr Mrs Williams seconded, all agreed.</p> <p>Clerk to investigate whether any grass cuts were carried out for the Village Hall during the period 1st October – 30th April 2015 in order to obtain reimbursement of costs.</p> <p>Clerk to invoice the Cricket Club for two games, carried out in May.</p> <p>b. To approve payments to be made</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Chq No.</th> <th>Amount</th> <th>Payee</th> </tr> </thead> <tbody> <tr> <td>1742</td> <td>£68.24</td> <td>Office Expenses – A Taylor</td> </tr> <tr> <td>1743</td> <td>£156.00</td> <td>Rospa Play safety Checks – Playsafety</td> </tr> </tbody> </table> <p>Payments made by Standing Orders since the meeting held on 13th May 2015 8/6/2015 Clerks Salary – A Taylor</p>	Chq No.	Amount	Payee	1742	£68.24	Office Expenses – A Taylor	1743	£156.00	Rospa Play safety Checks – Playsafety	<p>Note</p> <p>Clerk</p> <p>Clerk</p>
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1742	£68.24	Office Expenses – A Taylor									
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10	<p>Councillors to review the recruitment procedure and propose any required amendments. Councillors to propose a job description and person specification and an advertisement for the replacement of the Parish Clerk</p> <p>Cllrs considered the placement of a job advertisement on the HALC website, within the Andover Advertiser and the parish noticeboards for a new Parish Clerk.</p> <p>Borough Councillors Stallard and Mrs Flood arrived at the meeting 8.10pm</p> <p>Clr Mrs Kennedy proposed the Clerk and herself create draft advertisements for the approval of all remaining members of the Council before taking further action. Cllr Mrs Williams seconded, all agreed.</p>										
7	Borough Councillors Report With the arrival of both Borough Councillors, the Councillors agreed to return	SK / Clerk									

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	Cllr Mrs Kennedy proposed requesting a grant of £800.00 from the May Fayre Committee for a bench to be installed at the Balsbury Bridge Playing Field. Cllr Butler seconded, all agreed. Clerk will complete the grant application form.	Clerk
13	Trees and Open Spaces a. Councillors to propose the response to be submitted to TVBC in relation to the tree work application 15/00969/TREEN – 6 Bury Hill Farm, (Fell 1 Christmas tree and 1 Twisted Willow): No Objection	Note
14	Footpaths and Highways a. Cllrs to report any footpath issues: Cllr Butler reported footpath 2 requires strimming back. Clerk to arrange for this to be carried out. b. Cllr Newell to report any street lighting issues: Nothing to report. c. Cllrs to record potholes within the Parish for reporting to HCC for repair: Clerk to contact County Cllr Gibson and inform of the number of pot holes that still require repair.	Clerk Clerk
15	External Committee and Events a. Cllr Butler to report on changes to the website: Nothing to report b. Cllr Mrs Kennedy to report upcoming events at the Village Hall: Cllr Mrs Kennedy reported the WI have purchased a defibrillator. This will be located at the Village Hall, with a demonstration arranged during a Thursday coffee morning in due course. c. Clerk to report the correspondence received: Clerk reported a complaint had been received from a resident about dogs on the Green. The Clerk informed that dogs, although not encouraged, were allowed on The Green.	Note
16	Councillors to request any items to be included within the agenda for the Meeting to be held on Wednesday 8 th July 2015 Councillors to review the play park equipment survey results	

The meeting was closed at 9.53pm