

**MINUTES FROM THE MEETING HELD ON WEDNESDAY 10TH OCTOBER 2018
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 ON 14TH NOV 2018

Present:	Parish Cllrs P Heslop (Chairman), D Coole, C Eyre, S Kennedy, A Newell, A Lockhart, C Williams, A Wilson, TVBC Cllr M Flood Minutes – C Emmett, Parish Clerk
1	Apologies for Absence , Cllr N Shah, TVBC Cllr G Stallard & HCC Cllr A Gibson
2	To receive and accept declarations of interest Cllr Coole indicated he had an interest in item 11.4 should shower bids be considered.
3	Public Participation Nil.
4	To approve the minutes from the meeting held on 11th September 2018 Cllr Shah had indicated that Item 8.1.b not quite correct. It should read: Of the Facebook NDP members, 41 people were identified who had not yet submitted their survey and were therefore to be sent a reminder message. (Reminders now sent). Minutes corrected for the Oct meeting and signed by the Chairman.
5	To receive the Clerk's progress report since the meeting held on 11th September 2018 Item 7. Request visit to Park House by Councillors. Visit arranged for 8 Oct. Complete 7. Issues and Options Consultation. Reply. Complete 12.1.a. Remove rope swing. Removed 17 Sep 18 and notice 'No rope swings' posted. Complete 12.1.a. CW & Clk to confirm lifting mat position in AVPF. Complete. 12.2.b. Hasten R Dobbs re work in AVPF & BBPF. Now scheduled for 8 Oct 18. Complete 12.4.f. CCE to liaise with TH re cricket on Farleigh pitch. Complete 12.4.g. Sports field hedge trimming and branch removal over pavilion by TVBC. Complete 20 Sep 18 13.2.c. Commemorative plaque to be discussed with Village Hall Committee and a proposal put to P Council by SK. Complete 14.1. Confirm date of footpath cuts with HCC. All PCL paths have been cut. Complete 15.1.a. Notify WebWorks 2 re closure of site and actions re domain name. Complete 15.1.b. All to set-up new Cllr emails. Ongoing 17. Privacy Notices to be adopted. Annotated and displayed on new website. Complete 18. Bonfire. Confirm Cllrs AN and DC are prepared to manage/supervise. See item 16. Complete. 18. Bonfire. Clk to produce Risk Assessment. Sent to AN & DC on 19 Sep. Complete 18. Bonfire. Notify insurers and emergency services. Pending confirmation of supervision.
6	Planning 1. Planning sub-committee to report on the following applications: a. 18/02030/FULLN The Old Rectory – Change of Description. No Objection submitted b. 18/02431/TREEN The Old School – No Objection submitted c. 18/02380/FULLN Balksbury House – Demolish garage and replace with two storey building. No Objection submitted d. 18/02255/FULLN Park House- Tractor store, stables revision and cricket practice area (retrospective) No objection submitted e. 18/02256/FULLN Park House – Revision to garage to provide ancillary accommodation (retrospective). No objection submitted with comment re single dwelling and retrospective applications. 2. Community Governance Review. The TVBC recommendation is that the northern boundary of the parish has been aligned with the A303.
7	Neighbourhood Development Plan Steering Group Report Cllr Eyre presented the activities of the SG since the last meeting which included amending banners, transcribing hard copy returns into Survey Monkey, hastening returns and extending the deadline for questionnaire feedback until 14 Oct 18. The return rate at present was 55% of the electorate. An NDP questionnaire for businesses has been prepared. 37 businesses in the parish identified and sent to 19 businesses we could identify someone, with a request for returns by 19 Oct 18. The future plan was to finalise digitisation and then analyse

	returns prior to briefing the full Council with a recommendation on the way ahead. After discussion it was agreed this should be at the next Council meeting rather than later in Nov as initially proposed. A vote on this is to be noted in the agenda. At a public meeting planned for 26 Nov 18, the SG will give an overview of the analysis of all questionnaires submitted to parishioners, and the Parish Council's recommendation on continuing the process (or not). A show of hands in support of the next steps will be sought. Cllr Eyre gave a summary of spend to date.	Clk CE SG
8	Borough Councillor to provide a monthly report Cllr Flood reported on: 1. Recent Small Business awards. 2. Efforts to combat fly tipping including successful prosecutions. Discussion followed on whether enforcement resources could be used to assist private property owners. 3. Misuse of litter bins. Enforcement action has been taken against individuals using public litter bins to dispose of building waste The Chairman thanked Cllr Flood who left at this point.	
9	County Councillor to provide a monthly report Nil	
10	Finance: 1. To receive and approve the financial statement for 1st September – 30st September 2018 2. Approve payments to be made. C Emmett (Salary) £346.70 HMRC (PAYE) £86.80 C Emmett (Office Expenses) £96.88 HCC (Street Lighting Apr-Sep 18) £853.92 Rhys Dobbs (Trees AVPF & BBPF) £912.00 Parker Bullen (Legal Svcs) £384.00 Card Payments SSE (Pavilion electricity) £21.57 Survey Monkey £35.00 3. Budget Planning FY 19/20 The need for a Finance Committee meeting in Nov or Dec to plan the budget and propose a precept for full council approval. Cllr Coole suggested that the NDP process was likely to indicated areas of expenditure and therefore the meeting should be in Dec after the public meeting. Agreed.	Clk
11	Playing Fields 1. To report the Monthly Monitoring of Play Park Equipment. Cllr Williams reported that lifting mat still needed attention in AVPF. Clerk to liaise with TVBC. Cllr Wilson stated that no areas for attention were noted in his Sep inspection of BBPF. 2. Anna Valley Playing Field. The diseased ash tree has been removed. 3. Balksbury Bridge Playing Field The rope swing and fallen willows have been removed. 4. Sports Field a. Refurbishment Plans and Funding. Cllr Coole reported that from a meeting with Hants FA he believed we could obtain grant funding for improvements/refurbishment of existing facilities in the order of 50% - 75% of costs. In particular moving the kitchen facility to the front of the pavilion, general refurbishment, the driveway and possibly some funding for kit might be available. He also felt we should explore use of S 106 and/or CiL funding. It was agreed that facilities needed attention. He agreed to produce a works proposal with rough costings as a basis to seek funds. He was asked to include the shower re-tiling in the plan. Clk to notify bidders b. Height Barriers. Cllr Coole reported on site visits and revised quotes for height restriction barriers. Additionally both had quoted for replacing or repositioning the existing gate posts. He recommended accepting the bid from MJ Ellis as both suitable and least costly. Funding should be sought from S106 prior to agreeing work otherwise some minor virement within the budget would be necessary. Agreed.	Clk Clk Clk
12	Trees and Open Space 1. Trees a. A report of an ash opposite Brook House on Foundry Rd has dead limbs which may fall if not removed. Cllr Williams notes there are several trees in the patch at the bottom of Brook Way which may need attention. Clerk to arrange tree surgeon to remove and dead limbs and assessment of remaining trees. b. The Clerk was requested to contact Asters regarding the tree by the fence	Clk

	<p>of No 15 Above Town regarding ownership and removal.</p> <p>2. Open Spaces</p> <p>a. Land Registration Parker Bullen have requested a transcript of Enclosure Award and various other documents. Purchase of the transcript by Hants Archive was approved. Archive visit to follow.</p> <p>b. Commemorative Plaque Cllr Kennedy reported that the Village Hall Committee is happy to have a plaque for Steven Hopkins, born Upper Clatford in 1581, on site. She will present design, wording and costs at the next meeting.</p>	<p>Clk</p> <p>Clk</p> <p>SK</p>
13	<p>Footpaths and Highways</p> <p>1. Cllrs to report any footpath issues</p> <p>a. Cllr Eyre is not at all convinced that the footpath 2 was cut back by HCC's contractor this year despite that assurance. He had cut it once and will do so again.</p> <p>b. Bury Hill Ring Footpaths edging is failing in one particular area. The Clerk was requested to confirm responsibility and process for managing the work on site with HCC and Historic England.</p> <p>c. BOAT 16. GC Parish Council is seeking help in changing the status of this to prevent motorised traffic continuing into the adjoin footpath within GC parish. The Clerk had requested advice from HCC N Countryside on 18 Sep 18. This has apparently been raised in the past and should be re-examined.</p> <p>d. Cllr Coole reported that he had received comments about the lack of dropped kerbs along parish footpaths for use by disability scooters.</p> <p>2. Road Safety Concerns were raised about the outgrowth of hedgerows and grass verges on Red Rice Rd from the ring to Upper Clatford. It was suggested that Cllr Kennedy might approach the landowner on the matter.</p> <p>3. Cllr Newell to report any street lighting issues Nothing to report.</p>	<p>Clk</p> <p>Clk</p> <p>SK</p>
14	<p>External Committees and Events</p> <p>1 Report on changes to the website Cllr Eyre was concerned that News Items input by him showed the Clerk as the default contact. To be discussed with the host. He also requested that we obtain usage stats if possible to compare with the previous site. It was suggested that the date and highlights from the agenda be published on the Events page to increase public awareness of the meetings. Planning notifications (if signed up for them) seem to come in a random order and not date sequence. Discuss with host.</p> <p>2 Cllr Mrs Kennedy to report of upcoming events at the Village Hall. The winter programme is now out and on the Village Hall website.</p> <p>3 Cllrs to Report on other meetings Nothing reported.</p>	<p>Clk</p> <p>Clk</p> <p>Clk</p> <p>Clk</p>
15	<p>Correspondence and E mail Significant mail not otherwise mentioned in the meeting has been received:</p> <p>1. 11 Sep. TVBC. 2018 Public Space Audit Update. Replied.</p> <p>2. Sep. R Mail -Scam mail poster. To be put on the website.</p> <p>3. 17 Sep. Came & Co. Insurance renewal confirmation.</p> <p>4. 18 Sep. HMRC. Online VAT refund service</p> <p>5. 18 Sep. HALC. CPRE Hampshire Rural Affordable Housing Conference 6 Nov 18. Sent to Cllrs. Cllrs Lockhart and Eyre have applied.</p> <p>6. 20 Sep. JPD shower tiling quote</p> <p>7. 26 Sep. TVBC. Map HCC land maintained by TVBC in parish</p> <p>8. 26 Sep. TVBC letter 25 Sep re Notification of Planning Committee re Farleigh floodlights. Copied to Planning Ctee. [Now approved]</p> <p>9. 26 Sep. HCC. Hampshire County Permit Scheme (HCPS) consolidated survey feedback.</p> <p>10. 27 Sep. Aster. Map of Aster owned land in parish.</p> <p>11. 27 Sep. Hampshire ALC 71st AGM - Holiday Inn – Winchester 10 Nov 18. Sent to Cllrs</p> <p>12. 2 Oct. HPCC. Police and Crime Commissioner publishes Road Safety Report. Copied to Cllrs</p> <p>13. 2 Oct. HALC. Copy of CE NALC Bulletin. To be copied to Cllrs</p> <p>14. 3 Oct. PCC Hants. Scamnesty Update. Posted on web News page</p> <p>15. 5 Oct. Hants N Countryside. Ownership of path 2 by The Green</p> <p>16. 26 Sep (8 Oct from PH). Hampshire Highways. Licence fee increases.</p> <p>17. 8 Oct. TVBC. Invitation to a Black Tie Charity Dinner on Friday 26th October at the Keystone Hall, Andover for the Mayor's and other charities. Cost £40.</p>	<p>Clk</p> <p>Clk</p>

16	<p>Annual Bonfire</p> <ol style="list-style-type: none"> 1. Management Cllrs Coole and Newell have agreed to manage/supervise the event. Cllrs Lockhart and Wilson volunteered to assist. 2. First aider. A qualified parishioner has agreed to do it again this year. He requested the Parish Council purchase or provide a burns kit. Clerk authorised to spend up to £40.00 3. Clerk to info insurance and emergency services. 4. Cllr Coole agreed to liaise with Crook & Shears 5. Cllr Newell agreed to liaise regarding the use of a 'Safe Room'. 6. The bonfire can now be assembled but must use on garden waste and wood. The Clerk is to publish a notice of this on the events website and to stress that there are to be no fireworks. 	<p>Cllrs Cllk Cllk DC AN Cllk</p>
17	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14th November 2018 Vote on the continuance of the NDP process.</p>	<p>Cllk</p>
19	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14th November 2018</p>	

Meeting Closed at 9:28 pm