

## UPPER CLATFORD PARISH COUNCIL

MINUTES FROM THE MEETING HELD ON WEDNESDAY 11TH JANUARY 2016  
AT 7.30PM IN THE KING EDWARD VII MEMORIAL HALL

THESE MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING TO BE HELD  
ON WEDNESDAY 8<sup>th</sup> FEBRUARY 2017

Present:	Parish Cllrs S Kennedy (Chairman), S Butler (Vice Chairman), A Newell, Mrs C Williams, P Butler, P Heslop, TVBC Cllr M Flood, Minutes – C Emmett, Parish Clerk
Apologies:	Cllr A Wilson, TVBC Cllr G Stallard, HCC Cllr A Gibson

<b>1</b>	<b>Apologies for absence</b> As above	
<b>2</b>	<b>To receive and accept declarations of interest</b> Nil	
<b>3</b>	<b>Public Participation</b> Nil	
<b>4</b>	<b>To approve the minutes from the meeting held on 14th December 2016</b> Councillors agreed that the minutes were a correct record of proceedings. Cllr S Kennedy signed and dated the minutes to confirm this resolution.	
<b>5</b>	<b>To receive the Clerk's progress report since the meeting held on 14th December 2016 –</b> a. Item 8b. Obtain TVBC plans for Bury Hill Close playpark. - Funding is in proposed budget. If the budget is approved, work will be tendered for subsequent consultation, design, and installation. <b>Complete</b> b. Item 9c. Review footpath PCL. Recommendation sent to Cllrs 16 Dec. <b>Complete</b> c. Item 11.2.a. Order play bark. Ordered on 28 Dec. <b>Complete</b> d. Item 11.3.a. Seek quotes for clearing wild flower area BBPF. <b>Pending</b> e. Item 11.3.b. Provide picnic bench options to Cllrs. <b>Pending</b> f. Item 11.4.b. Change locks on pavilion and equipment shed. <b>Pending</b> g. Item 11.4. Arrange plumber to insert double check valves on showers. <b>Complete</b> h. Item 12a & b. Let contract for tree works by Brooke House. <b>Complete (item 11)</b> i. Item 12.c. Arrange survey of trees of concern. <b>Complete (See item 11)</b> j. Item 12.d. Fill hole in the Green. <b>Pending</b> k. Item 13.1.b. Speed Gun. Liaise with Goodworth Clatford clerk. <b>Complete (see item 12)</b> . l. Item 16. Liaise with webmaster re advertising and write to potential advertisers. <b>Complete</b>	
<b>6</b>	<b>Planning</b> <b>1. Planning sub-committee to report on the following applications:</b> 16/03131/FULLN Fishing Cottage – Greenhouse. NO OBJECTION submitted on 10 Jan 17 16/03125/FULLN The Cottage - Removal of tool shed and retaining wall, erection of single storey side extension providing kitchen and dining room (amended scheme). NO OBJECTION submitted 10 Jan 17 16/03126/LBWN The Cottage – as above <b>2. Village Design Statement Review</b> – The Chairman suggested an addendum might be added to update the current VDS and asked for views on what items should be covered. It was suggested that the new Community Planning Toolkit provided by TVBC might help inform the need for revision. Clerk to copy Toolkit to all and VDS to Cllrs P Butler and A Newell. Cllrs agreed to review the VDS for further discussion at the next meeting.	<b>Cllk</b>  <b>Cllrs</b>
<b>7</b>	<b>Borough Councillor Report</b> Cllr M Flood passed around a letter from The Hampshire & Isle of Wight Trust regarding proposed Heritage Lottery bid 'to deliver improvements to the biodiversity of our headwaters'. This includes Pillhill brook. Workshops will be held to seek local views on 23 Jan 17 (afternoon) in Hustbourne Tarrant Village Hall and Tue 21 Jan 17 (morning) at Bighton Village Hall. She spoke about: 1. The Boundary Review. TVBC have suggested a new complement of 43 Cllrs to the Boundary Commission. If approved a public consultation will follow about 'warding'. 2. Litter Clearance. The Council's contractor is currently litter clearing on the verges of the A34 and A303. A discussion followed about responsibility for clearance along other roads. This was unclear but it was suggested TVBC might be able to	

	<p>help with equipment for community efforts. See item 12.</p> <p><b>3. Weather Warning.</b> There has been a severe weather warning and there is concern that the combination of heavy rain preceding snow/ice might reduce the efficacy of road salting.</p> <p>The Chairman thanked Cllr Flood who then left the meeting. Cllr P Butler left the meeting at this point.</p>															
<b>8</b>	<b>County Councillor Report Nil</b>															
<b>9</b>	<p><b>Finance:</b></p> <p>1. <b>To receive and approve the financial statement for the period 1st December 2016 – 31<sup>th</sup> December 2016.</b> The Chairman signed and dated the statement to confirm acceptance.</p> <p>2. <b>To approve payments to be made.</b></p> <table border="0"> <tr> <td>Amount</td> <td>Payee</td> </tr> <tr> <td>£114.70</td> <td>C Emmett (Playbark purchase refund)</td> </tr> <tr> <td>£35.51</td> <td>SSE</td> </tr> <tr> <td>£65.82</td> <td>Dean Noble (Plumbing Shower Check Valves)</td> </tr> <tr> <td>£336.00</td> <td>C Emmett (Salary)</td> </tr> <tr> <td>£84.00</td> <td>HMRC (PAYE)</td> </tr> <tr> <td>£10.00</td> <td>C Emmett (Expenses)</td> </tr> </table> <p>3. <b>Annual Budget &amp; Precept.</b> - The recommendations of the Finance Sub-Committee in November were reviewed. After some discussion regarding the budget for legal matters Cllr Kennedy <b>proposed</b> acceptance of the finance committee's recommended budget of £30,010.00 and precept of £15,000. Cllr Butler seconded. <b>All agreed.</b> Cllr P Butler returned to the meeting.</p>	Amount	Payee	£114.70	C Emmett (Playbark purchase refund)	£35.51	SSE	£65.82	Dean Noble (Plumbing Shower Check Valves)	£336.00	C Emmett (Salary)	£84.00	HMRC (PAYE)	£10.00	C Emmett (Expenses)	
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<b>10</b>	<p><b>Playing Fields</b></p> <p>1. <b>To report the weekly Monitoring of Play Park Equipment</b> Cllr Newell reported on his inspection as detailed at 10.2 and 10.3 below. Cllr CW agreed to take on the inspection task.</p> <p>2. <b>Anna Valley Playing Field.</b></p> <p>a. nspection. The bin still required emptying. Clerk to contact TVBC. It was noted that the 'Under 8' sign had come off the fence/gate. It should be replaced. The flat swing seat shows signs of stress (possibly due to use by older/larger children) and should be replaced. The roundabout is now showing signs of bearing wear and is seizing. It was agreed to task Wicksteed to repair it in line with their previous quote.</p> <p>b. Roundabout Seat. Cllr Butler stated he would fix the new seat in place shortly.</p> <p>c. Cllr P Butler suggested it might be worth exploring the possibility of TVBC funding equipment for an older group with the funding planned for Bury Hill Close.</p> <p>d. The climbing frame now has a new layer of playbark.</p> <p>3. <b>Balksbury Bridge Playing Field</b></p> <p>a. Inspection. A photograph of the poor design feature on the swing had been taken. This should be sent to the manufacturer for information with a request to replace inspect and replace rusted bolts if deemed necessary at no cost. In.</p> <p>b. Clearance quotes are still required for the western edge. Clerk to obtain. Picnic bench options needed for Cllr consideration. Clerk to obtain</p> <p>4. <b>Sports Field</b></p> <p>a. Lock change is still needed.</p> <p>b. Hire Rates. There was some discussion regarding setting the rates for hirer of the facilities and booking system for publication on the website. A suggestion was for Summer use of the prepared cricket wicket £60 and pavilion a day and winter use of the soccer field £40 with additional charges for pavilion use with lesser rates for a local team using it for the season. Cllr S Butler has been in discussion about use of the cricket pitch next summer and wanted to review rates suggested there before agreeing a future rate. To be discussed at the next meeting.</p>	<p><b>CW</b></p> <p><b>Cik</b></p> <p><b>Cik</b></p> <p><b>Cik</b></p> <p><b>Cik</b></p> <p><b>PB</b></p> <p><b>Cik</b></p> <p><b>Cik</b></p> <p><b>Cik</b></p> <p><b>SB</b></p>														
<b>11</b>	<p><b>Trees and Open Space</b></p> <p>1. Tree Survey quotes have been received. It was agreed to accept that from Simon Stevens who was also to be asked to view the recently pollarded ash by Brook House.</p> <p>2. The willow limb over the water in BBPF has not been done and it was agreed that this should be done as part of a wider maintenance effort recommended on both</p>	<p><b>Cik</b></p> <p><b>CW</b></p>														

	<p>willows. Clerk to confirm with contractor.</p> <p>3. Bonfire Waste on the Green has yet to be removed. Clerk to hasten</p>	<p><b>CIk</b> <b>CIk</b></p>
<b>12</b>	<p><b>Footpaths and Highways</b></p> <p><b>1. Cllrs to report any highways or footpath issues.</b></p> <p>a. RBW 14 Cllr S Butler reported that this still needs clearing. The clerk was tasked to contact HCC again and ask them to contact the landowners about clearing at least the first 200 yards if there is no county funding.</p> <p>b. Lengthsman Scheme. The Clerk was requested to get an update from Cllr Gibson about his effort to get the parish into the scheme</p> <p>c. Roadside Litter. It was noted that roadside litter through the village area was at an all-time high. The efforts of Val Coombes were praised and have recently been missed. There may be a need for a Parish Council led community clearance effort. After some discussion the Chairman recommended producing a Parish newsletter and including this subject.</p> <p>d. A possible weak drain cover was reported on Foundry Rd near the bus stop and pedestrian entrance to BBPF. Cllr Newell agreed to report it on the HCC website</p> <p><b>2. Road Safety.</b></p> <p>a. Speed Guns. After discussing the Speedwatch scheme it was decided not purchase a speed gun or take the scheme further.</p> <p>b. Illuminated Speed Warning Signs. It was agreed that a sign should be obtained at £1780+ VAT with upright posts for both Foundry Rd and Red Rice road. The Clerk was asked to pursue this matter with TVBC regarding siting and seek an HCC grant.</p> <p><b>3. Review footpath PCL Priority.</b> As HCC will only cut the 5 priority listed paths, the following list was agreed and should be sent to HCC.</p> <p style="padding-left: 40px;">Path 2 (from Red Rice Rd to Village Rd) Path 3 (from the corner of Clatford Manor Estate to the Salisbury Rd) Path 4 (from Path 3 behind Brook Way up and around the northern side of Bury Hill Ring) Path 11 (from Norman Court Rd to Green Meadow Lane) RBW 14 (From Red Rice)</p> <p><b>4. Cllr Newell to report any street lighting issues.</b> Concern had been expressed by a parishioner about the failed light on 'private' footpath between Above Town and Crook &amp; Shears (No8). Maintenance responsibilities for the light are being investigated.</p>	<p><b>CIk</b> <b>CIk</b> <b>SK</b> <b>AN</b>  <b>CIk</b> <b>CIk</b></p>
<b>13</b>	<p><b>External Committees and Events</b></p> <p><b>1. Cllr S Butler report on changes to the website</b> Some updating to the website has recently been made including the Village Hall information.</p> <p><b>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall.</b> Cllr Kennedy outlined forthcoming activities which are on the Parish Website (<a href="http://upperclatfordpc.org">upperclatfordpc.org</a>) and Village Hall website (<a href="http://upperclatfordvillagehall.co.uk">upperclatfordvillagehall.co.uk</a>)</p> <p><b>3. Cllrs to Report on other meetings</b> Nil</p>	
<b>14</b>	<p><b>Correspondence and E-mail.</b> The Chairman spoke about a letter covering their Annual Report and a fund raising request received from Citizens Advice Bureau. The Clerk reported on the following correspondence received not covered earlier in the minutes</p> <p>a. SSE Contract renewal offer from 1 Feb 17. Renewal for 24 months at quoted rates would lead to an increase of £4.00. Acceptance needs confirming. 'U Switch' cannot beat that rate. <b>Agreed</b></p> <p>b. Mayor's Charity Appeal Event 4 Feb 17 poster. Cllr PH requested a copy.</p> <p>c. Access Hampshire-newsletter. Sent to all Cllrs</p> <p>d. TVBC Monthly Calendar of Meetings</p> <p>e. Neighbourhood Watch Dec Newsletter. Copy to Cllrs SK, PH, PB and AN requested copies.</p> <p>f. Email from Parishioner stating salt bins are solid and unusable. Checked bin by Village Hall on 3 Jan. Problem resolved</p> <p>g. P Clayden Jan 17 Newsletter sent to all Cllrs</p> <p>h. SWMS credit note. To be paid into parish bank account.</p>	<p><b>CIk</b>  <b>CIk</b> <b>CIk</b> <b>CIk</b></p>

	<p>i. WebWorks2 advertising advice</p> <p>j. Invitation to TVBC Mayor Summar Ball 6 May. Copied to Cllrs</p> <p>k. Kit Malthouse MP. Broadband summit invitation Friday, 3 February from 10.00am – 12.00pm at the Fieldgate Centre, Kingsclere.</p>	
<b>15</b>	<b>Income Generation.</b> A rate of £25 pa was agreed for advertisements on the web site. Non-commercial community groups should not be charged. Sports field rates were considered under item 10.	<b>CIk</b>
<b>16</b>	<b>Confidential Item</b> The public and the press may be temporarily excluded using the authority of the Public Bodies (Admission to Meetings) Act 1960.	
<b>17</b>	<b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 8<sup>th</sup> February 2017.</b> Nil	

Meeting closed at 1008 pm