

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 13 APRIL 2016
7.30PM AT KING EDWARD VII MEMORIAL HALL, UPPER CLATFORD**

Present:	Parish Cllrs S Butler (Vice Chairman), P Butler, J Foster, Mrs C Williams, TVBC Cllr G Stallard, HCC Cllr A Gibson (from item 6) Minutes – C Emmett, Parish Clerk
Apologies:	Parish Cllrs S Kennedy, A Wilson, A Newell and TVBC Cllr M Flood

Item	Record of Business	Action
1	To receive and accept apologies: As above. In the absence of Cllr Kennedy, Cllr S Butler acted as Chairman for the meeting.	
2	To receive and accept declarations of interest. Nil	
3	Public Participation Nil	
4	To approve the minutes from the meeting held on 9th March 2016. All Councillors agreed that the minutes were a correct record of proceedings accepted. Cllr S Butler signed and dated the minutes to confirm this resolution.	
5	To receive the Clerk's progress report since the meeting held on 9th March 2016 a. Item 10. Goal mouth repair and levelling. Greensleeves (Salisbury and Andover) quote has been accepted. b. Item 12a. Op Resilience closure of Foundry Rd. Road to be 'surface dressed on' 3 rd May 15. There are concerns about access to estates. Clerk was requested to copy correspondence to HCC Cllr Wilson. Item 12c. Road signage rules. Pending Item 15. Grounds Maintenance Contract. Details of quotes received had been circulated for consideration at item 10. Replacement Laptop. The parish laptop has developed an intermittent heating fan problem resulting in emergency shut down. Cost for repair have been quoted at approx £150 but are not considered worthwhile. Clerk requested replacement laptop and software at approx £490. Cllr P Butler agreed to look into most appropriate/cost effective replacement in the event the problem continues.	Cllk Cllr SB Cllr PB
6	Planning a. Planning sub-committee to report on the following applications: (1) 16/00570/FULLN - Rear Extension 36 Brook Way. No Objection (2) 16/00551/TREEN – T1 Yew. Crown reduce, The Cottage, U Clatford. No Objection (3) 16/00607/FULLN – Replacement Front Porch and WC, 7 Manor Rise. No Objection (4) 16/00615/TREEN – Remove 3 Conifer, Hope Cottage, U Clatford. No Objection <i>Cllr P Butler temporarily left the meeting at this point. Cllr A Gibson joined the meeting.</i> b. Propose Response to LAIS Planning Changes. In light of the extensive response from HALC it was decided Parish comments on the	

	survey were not required.	
8	<p>County Councillors Report [This item was taken out of sequence] Cllr Gibson highlighted the reduction in funding received from central government and the pressures this would put on HCC. Priority was being given to Childrens and Care Services. Within his own portfolio he explained that decision were due to be made on library services including the possible closure of the mobile library and an expansion of the Home Library Service. This will see deliveries of pre-ordered books to individuals at focal groups such as village coffee mornings. As he had to leave the meeting he asked if there were items on the agenda he could help with. Footpaths were raised and the worth of nominating priority footpaths to HCC was questioned. Cllr Gibson requested details regarding the work sought on footpath 5 (Bury Hill Ring). The possibility of improving the surface of footpath 1 which changes as it passes under the A303 was raised as is was a main route for non motorised traffic into Andover. It also has the potential to reduce traffic to the new tennis centre at Era Park. Cllrs Gibson and Stallard agreed to liaise on the matter. Foundary Rd Road Closure on 3 May (See item 5b)</p> <p><i>Cllr P Butler returned during this item.</i></p>	<p>Clk</p> <p>Cllr AG Cllr GS</p>
7	<p>Borough Councillors Report Cllr Stallard commented that the meeting due on 14 April was the last full meeting of the year. For the following year there are several major events planned including:</p> <ol style="list-style-type: none"> Letting of the new Leisure Centre contract. This may be for re-development of the centre or a new build. Old Magistrates Building. Future use decision. Borough Wards Boundary Review <p>The Chairman thanked Cllrs Gibson and Stallard who left at this point.</p>	
9	<p>Finance:</p> <ol style="list-style-type: none"> To receive and approve the financial statement for the period 1st – 31st March 2016. The financial statement for the period was considered by members and agreed as a correct record. The Chairman signed and dated the statement to confirm acceptance. It was noted that payment due on 25 Mar 16 for the Chalk Pit rent had been received on 2 Apr 16 and therefore did not show on the statement for the period. To approve payments to be made. <ul style="list-style-type: none"> £336.00 C Emmett (Salary) £84.00 HM Revenue & Customs 120PL00288568 £62.91 Clerk Expenses £84.00 B Pearce £42.00 HALC - (Training) £50.00 All Saints, Upper Clatford £20.21 SSE £324.00 HALC - (Fee 2016/17, no VAT) £82.00 HALC - (NALC Levy 2016/17, no VAT) £317.38 TVBC - (Dog Bin Emptying) £210.00 WebWorks2 	

	<p>£49.00 Southern water £324.00 HALC (Jan 15 Cllr Trg)</p> <p>Consideration was given to not authorising payment for NALC levy which had risen significantly this year. It was authorised but the Clerk was requested to seek the reason for this exceptional rise.</p> <p>c. Audits The Clerk summarised the key audit dates this year: 11 May (AGM) Review Governance, Agree Annual Return Statements (Gov & Fin); 13 May Internal Audit; Ex of Public Rights 3 Jun – 14 Jul; Submit Annual Return to BDO by 6 Jun.</p>	<p>Clk</p>
10	<p>Playing Fields</p> <p>a. To report the weekly Monitoring of Play Parks and Equipment Nothing to report had been noted during the inspection. It was noted that a RoSPA playsafe inspection had been booked for May and it was recommended that B Pearce be asked to complete any outstanding actions in line with his quote. Agreed.</p> <p>b. Sports Field.</p> <p>(1) Goal Areas. Goal areas are being repaired by Greensleeves. Cllr S Butler was to confirm with the Youth Soccer Club their commitment to fund 50% of the costs.</p> <p>(2) Sunday League Soccer. A request has been received to allow an adult Sunday League team use our pitch for the season and from Jun for pre-season training. This was looked upon favourably at a contribution to maintenance of £50 per match and an undertaking to roll any badly damaged areas before use by the youth club on Saturdays. Pre-season use was not possible due to the commitment to the cricket club and lack of space for both pitches. Clerk to liaise.</p> <p>(3) PAT Testing. Clerk to review needs.</p> <p>c. GM Contract – It was agreed that TVBC was to continue as service provider but that planned shrub cutting was to be reduced 2 with a 3rd available on request.</p>	<p>Clk</p> <p>SB</p> <p>Clk Clk</p> <p>Clk</p>
11	<p>Trees and Open Spaces. To report the trees and open spaces requiring attention. Cllr Williams agreed to hasten the tree survey to get details of the distressed tree by the green which may need felling. The tree blocking footpath 4 by Bury Hill Close has been removed by the landowner. A request to remove a tree near the gate of 15 Above Town has been declined by the Council as the tree is not on the Green and is not owned by the Parish.</p>	<p>CW</p>
12	<p>Footpaths and Highways</p> <p>a. Cllrs to report any highway issues. Nil.</p> <p>b. Footpaths. A senior HCC Access Ranger has assessed footpath 5, Bury Hill ring and HCC 'would not look to carry out works to the footpath because its historic nature prevents work. Any works to the footpath would also need landowner permission and also involve English Heritage (now called Historic England) approval and overseeing (there would be costs associated with this being a scheduled ancient monument)'. He suggests grants might be sought from heritage lottery fund of Higher stewardship fund (if owner a member of Stewardship Scheme'. This is one of the footpaths the Parish has listed with HCC.</p>	

	<p>Matter raised with HCC Cllr Gibson at item 8.</p> <p>c. Cllr Newell to report any street lighting issues and variable timing option. Cllr not available to comment.</p> <p>d. Road Safety. Concerns were again raised by Cllrs about cars parking on and around the bend to the east (Upper Clatford end) of Waterloo Terrace as it forces cars to pull out on a blind corner. An observation was made that the Village Hall permit system may lead to an increase in street parking.</p>	
13	<p>Website. Councillor Butler to report on changes to the website. Cllr Butler confirmed the the Clerk was authorised to arrange directly for items in pdf format to be placed on the site.</p>	
14	<p>Village Hall. Councillor Mrs Kennedy to report of upcoming events at the Village Hall. Cllr not available to report.</p>	
15	<p>Correspondence and E-mail. Clerk to report correspondence received:</p> <p>a. TVBC confirmation that Upper Clatford Village Design Statement (VDS) remains an extant document for Supplementary Planning Guidance (SPG) under the TVBC Revised Local Plan.</p> <p>b. BDO Notice of Annual Review of Accounts for Year Ending 31 March 2016</p> <p>c. LAIS1388 Planning Changes survey. Consultation is open until 15 Apr 16. 11 Apr HALC response to survey received and sent to Cllrs. No further action.</p> <p>d. RoSPA Playsafety Ltd inspection in this area will be in May. The Clerk has requested an inspection.</p> <p>e. HALC renewal reminder on behalf of HPFA at £40. No action.</p>	
16	<p>Emergency Planning. Options being considered</p>	Cllr SB
17	<p>Confidential Item</p>	
18	<p>HM The Queens 90th Birthday Celebration 21 Apr 16. Councillor P Butler to report on proposals.</p> <p>a. The Goodworth Clatford Parish Council have confirmed they will not be involved in making any arrangements but understand some individuals from the village may do so.</p> <p>b. Cllr P Butler has been in discussion with J Eastwood and others and is proposing a family picnic be held on the Upper Clatford Sports fields on Sat 11 Jun 16. He said that Clatford School were prepared to 'support' (publicity) the event provided all pupils were allowed to attend, not just those from the villages. Cllr P Butler asked if the Parish Council was prepared to support the event financially. This had yet to be costed but a small contribution might be considered. Cllr S Butler agreed to liaise with sports clubs to determine availability of the field on 11 Jun 16 and advise.</p>	PB SB
19	<p>Councillors to request any items to be included within the agenda for the Meeting/AGM to be held Wednesday 11 May 2016</p> <p>a. Development of Anna Valley Playing Field to cater for wider age groups.</p>	JF Clk

The meeting closed at 9.50 pm