

UPPER CLATFORD PARISH COUNCIL  
MINUTES FROM THE MEETING HELD ON WEDNESDAY 9<sup>TH</sup> OCTOBER 2019  
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 P Heslop (Chairman), D Coole, C Eyre, S Kennedy, A Lockhart, N Shah, C Williams, A Wilson, TVBC Cllr M Flood In Attendance: Melanie Grace SS Electricity Networks, H Folkard-Tapp (Environmental Advisor) Minutes: C Emmett Parish Clerk
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1	<b>Apologies for Absence</b> HCC Cllr A Gibson	
2	<b>To receive and accept declarations of interest</b> Nil	
3	<b>Resilience Presentation by S&amp;S Electricity Networks</b> M Grace gave an overview of the generating networks responsibility to provide the power supply as then their Priority Services Register. This list those who consider themselves in a vulnerable group, (i.e. over 60, those with very young children, or having medical issues) who may be exceptionally vulnerable during a power outage. This will allow the group to give them personal notification of planned outages and take steps to mitigate the effects of such. Forms for applying for listing are on the SSE website, are often sent with bills and a box was placed in the foyer of the village hall. She also discussed the Resilience Fund to which community groups may apply for funding for resilience projects or items. The is now a national number for reporting electrical power failures – Emergency No is 105	
4	<b>Public Participation</b> Miss Folkard-Tapp introduced herself and stated her purpose for attending was with a view to applying to become a Parish Councillor and to speak on meetings attended if required.	
5	<b>To approve the minutes of the Parish Council Meeting held on 11<sup>th</sup> September 2019</b> Approval of the Minutes for 11 Sep 19 was proposed by Cllr Coole, seconded by Cllr Wilson, were agreed by all and signed by the Chairman.	
6	<p><b>To receive the Clerk's progress report since the meeting held on 11<sup>th</sup> September 2019</b></p> <p><b>ITEM</b></p> <p><i>Jul</i></p> <p>12.2. Obtain quotes for work identified by Cllrs arising from Playsafety inspection. <b>Ongoing (see item 12)</b></p> <p>14.1. Cllr Eyre to discuss repair and placement of fence on footpath 2 with landowner. <b>Pending Sep</b></p> <p>6. Submit No Objection on planning applications. <b>Complete</b></p> <p>7. Cllr Eyre to discuss SHELAA with NPD consultant and TVBC. <b>Complete</b></p> <p>10. Adopt NALC Model Financial Regulations 2019. Print <b>Pending</b></p> <p>11.2.b. Accept quote for BBPF fence line vegetation removal. <b>Complete</b></p> <p>11.3.a. Draft tender for trackway maintenance (DC/Clk). <b>Pending further input from UCYFC</b></p> <p>12.1.a. Accept R Dobbs quote for Brook Way tree work. <b>Complete</b></p> <p>12.1.b. Respond to parishioner re ivy encroachment. <b>Complete</b></p> <p>12.2.a. DC to obtain dog signs from TVBC Warden if available. <b>Complete</b></p> <p>12.2.b. Seek Commons registration of The Green unregistered areas. <b>Complete (see item 13)</b></p> <p>12.2.c. Seek update on LR response to enquiry from PB(SW). <b>Complete (awaiting response)</b></p> <p>12.2.e. NS to transfer GM plans to Parish-on-Line if possible. <b>Complete</b></p> <p>12.2.f. Village Hall further grass cutting needs. SK to confirm. <b>Complete, contractor informed.</b></p> <p>12.2.g. Wild Flower Verges. Cllrs to bring suggestions for sites to next meeting. <b>Complete. See item 13</b></p> <p>13.1.a. BOAT 16 Anomaly. Notify HCC and GC of no objection. <b>Complete</b></p> <p>13.1.b. Contact owners of overgrown hedges (Old Post Office and No1 Lovells Cottages). Spoke to Charters Estate Agent and wrote to 1 Lovells on 24 Sep 19. <b>Complete</b></p> <p>13.3. Contact (ex) Cllr Newell re Street Lighting file. <b>Complete</b></p> <p>14.1. Contact Hugo Fox re non-operative 'Alerts' <b>Complete</b></p>	Clk  Clk  Clk
7	<p><b>Planning</b></p> <p><b>1. Planning sub-committee to report on applications:</b> Cllr Shah reported:</p> <p><b>a.</b> 19/02331/FULLN - 17 Above Town. Replace U-PVC cladding with brick face and new front porch. Planning Committee recommends No objection be submitted. Agreed.</p> <p><b>b.</b> 19/01483/FULLN. Fishing Cottage. Update from TVBC N Area Planning Committee meeting. The PC were unsuccessful in their objection and the application was approved by TVBC.</p> <p><b>c.</b> 19/02077/FULLN Erection of Garden Play Centre (Retrospective) Dorset House The Green Subsequent to the Parish submission the possible invasion of privacy issues were noted. This point is being examined by TVBC case officer following various objections.</p> <p><b>d.</b> 19/00024/REFN Land at Bury Hill Change of use from agricultural to equestrian. Appeal dismissed.</p>	Clk

	<p>e. 19/00181/FULLN Poplar Vale, Erection of 4 detached dwellings with associated garaging and parking. An appeal has now been lodged challenging the decision to refuse planning permission. This impacts on the NDP viz 'Settlement and Local Gap'. Cllr Flood agreed to establish whether the Parish Council could make representation.</p> <p>2. <b>Policy Consultation E-Briefing 10-19 – 5G Mobile Coverage In Rural Areas.</b> The consultation is about proposals to enhance code powers (rather than normal planning rules) to ease construction of lager towers/infra-structure needed for 5G. Cllr Eyre noted that NDP survey indicates no majority support for improved mobile but marginal support for improved broadband (60% overall). It was agreed that no submission be made.</p>																									
8	<p><b>Neighbourhood Development Plan Steering Group Report.</b> Cllr Eyre reported:</p> <p>1. Draft 4 of the NDP and associated evidence documents had been promulgated to Cllrs for comment. This would be finalised at an extraordinary meeting of the full Parish Council on 17 Oct 19 prior to commencing public consultation He now asked for Cllrs' comments by Mon 14 Oct. A public meeting was planned for Mon 4 Nov. He outlined the process for distributing publicity and return forms to each household, requesting help from Cllrs for the mail drop over the weekend 26/27 Oct.</p> <p>2. Authority to commit up to £950 ex VAT was requested to purchase: banners, printing, envelopes and labels, and resumption of the Survey Money subscription. <b>Proposed</b> by Cllr Coole, seconded by Cllr Wilson. <b>Agreed</b></p>	<p>Cllrs</p> <p>Cllrs</p> <p>Cik</p>																								
9	<p><b>Borough Councillor to provide a monthly report</b> Cllr Flood reported:</p> <p>1. Leaf Clearance. TVBC 6 week programme commences shortly.</p> <p>2. Leisure Centre: Landscaping almost complete and West Street carpark will re-open shortly.</p> <p>3. Ministry of Housing, Communities Technical Local Government consultation 2020-2021 proposes to continue with no referendum principles for town and parish councils in 2020-21 but will keep this matter under active review for future years.</p> <p>4. Planning Appeal Poplar Vale. She would investigate the Parish Council's standing regarding representation</p>	MF																								
10	<b>County Councillor to provide a monthly report</b> No report submitted																									
11	<p><b>Finance:</b></p> <p>1. <b>To receive and approve the financial statement for 1 September – 30 September 2019.</b> Cllr Williams had verified the Financial Statement with the bank statements, had initialled them and recommended acceptance. <b>Agreed.</b></p> <p>2. <b>Approve payments to be made.</b> The following were agreed and initialled by Chairman.  <b>Cheques to be raised at the meeting to be held Wednesday 9th October 2019</b></p> <table border="0"> <thead> <tr> <th>Chq No.</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2116</td> <td>SSE (Pavilion electricity)</td> <td>£24.18</td> </tr> <tr> <td>2117</td> <td>AVA Recreation Ltd (Wet pour repair)</td> <td>£1,080.12</td> </tr> <tr> <td>2118</td> <td>C Emmett (Salary &amp; Expenses)</td> <td>£381.73</td> </tr> <tr> <td>2119</td> <td>HMRC (PAYE)</td> <td>£88.80</td> </tr> </tbody> </table> <p>Card Payments/DD</p> <table border="0"> <tbody> <tr> <td>01/10/2019</td> <td>Land Registry (NDP LGS search)</td> <td>£57.00</td> </tr> <tr> <td>02/10/2019</td> <td>Land Registry (NDP LGS search)</td> <td>£12.00</td> </tr> <tr> <td>24/10/2019</td> <td>McAfee (LiveSafe anti virus)</td> <td>£89.99</td> </tr> </tbody> </table> <p>3. <b>Finance/Budget Meeting</b> The Clerk reminded all that the Finance Committee would need to meet in November, and he would liaise with members regarding a date. He requested Cllrs Eyre and Coole to review and submit proposed budgets for the NDP and Sports field.</p>	Chq No.	Payee	Amount	2116	SSE (Pavilion electricity)	£24.18	2117	AVA Recreation Ltd (Wet pour repair)	£1,080.12	2118	C Emmett (Salary & Expenses)	£381.73	2119	HMRC (PAYE)	£88.80	01/10/2019	Land Registry (NDP LGS search)	£57.00	02/10/2019	Land Registry (NDP LGS search)	£12.00	24/10/2019	McAfee (LiveSafe anti virus)	£89.99	<p>Cik</p> <p>CCE</p> <p>DC</p>
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12	<p><b>Playing Fields</b></p> <p>1. <b>To report the Monthly Monitoring of Play Park Equipment.</b></p> <p>a. BBPF. On an inspection in September Cllr Wilson reported Picnic Bench was broken and dangerous (made as safe as possible) and the other wooden bench need repairs urgently. A quote for replacing the slats was obtained and approval given by email by the Chairman. Work has been ordered. No additional points were noted on 9 Oct inspection.</p> <p>b. AVPF. Cllr Williams reported that the whirligig was not running smoothly. Clerk to investigate.</p> <p>2. <b>Annual Playsafety Inspection – Works</b></p> <p>a. Wet Pour – Cllr Wilson checked on the repair work and was impressed by the contractor's professionalism. He suggests the Council budget for replacing toddler swing surface in next couple of years and the remainder on a progressive basis.</p> <p>b. Fence Vegetation. R Dobbs has scheduled removal of bushes and small trees for 22 Nov 19.</p> <p>c. Other Tasks. A quote has been received from R Whitmarsh and sent to Cllrs for approval.</p> <p>i. AVPF Goal Area – <b>Approved</b> but will mean fencing off the goal area while seed grows.</p>	Cik																								

	<p>ii. AVPF Remove projecting bolts and angle iron projection. Peg down fence, Make full concrete bench base and repaint. <b>Approved</b></p> <p>iii. BBPF. Repair fence. Not approved due to high cost of minimum fencing length available. There was discussion about alternatives including hedging. Alternatives are to be sought for both long and short term.</p> <p>The Clerk requested authority for virement of £900 from projects to Playing Fields (BBPF &amp; AVPF) to cover all these works. <b>Approved</b></p> <p>3. <b>Sports Field</b> Cllr Coole reported that he has contacted UCYFC about works and is awaiting their reply. They have had some self help work on the track at the gateway. Rabbit control work has been taking place.</p>	Cik
13	<p><b>Trees and Open Space</b></p> <p><b>1. Trees</b></p> <p>a. Confirmed that Brook Way task still needed. R Dobbs has scheduled the work for late November. Adjacent resident has been notified.</p> <p>b. Cllrs Williams reported on a request for the hedge beside 10 Taskers to be trimmed. Ownership is uncertain but in recent years GM staff have trimmed it. The hedge will be topped out at 5 ft to allow maintenance by the property owner on her side.</p> <p><b>2. Open Spaces</b></p> <p>a. The Green commons registration. The HCC website is not clear on the process. Parker Bullen are looking into process prior to advising.</p> <p>b. Legal Matter. Parker Bullen have now applied to HMLR using the required forms (in addition to previous letters and calls).</p> <p>c. GM tender to be finalised</p> <p>d. Wild Flower verge proposals. Cllrs suggested the following areas should be considered for wild flower planting to help promote a sustainable and attractive environment while reducing grass cutting costs. It was noted that maintenance / cutting was an HCC/Highways responsibility (as shown in brackets): Edges of Balksbury Hill Rd (HCC/H), Edges of Watery Lane (HCC/H), Taskers Drive opposite White Oak Way (HCC/H), Taskers Drive opposite Valley Mead (HCC/H), Church Lane area(Private and HCC/H). It was noted that some residents took pride in the area and tended the verges between HCC cuts. Public consultation is needed prior to making any request to HCC possibly at the Annual Parish Meeting.</p>	Cik
14	<p><b>Footpaths and Highways</b></p> <p><b>1. Cllrs to report any footpath issues.</b></p> <p>a. Village Street. The hedge at Lovells Cottages has been trimmed by the owners but no action has been taken at the Old Post Office. Cllr Eyre would liaise with the Estate.</p> <p>b. RBW 16 (Oak Cuts). It was noted that despite a cut in the summer this route is now almost impassable. The Clerk is to contact HCC Countryside N.</p> <p><b>2. Road Safety</b> There was discussion about vehicle speed throughout the villages and the inconsiderate/dangerous parking at the bottom of Red Rice Rd. Cllr Coole will look into the latter.</p> <p><b>3. Cllrs to report any street lighting issues</b> No lighting issues were reported. It was noted that attempts to recover the file had been unsuccessful to date.</p>	CCE
15	<p><b>External Committees and Events</b></p> <p><b>1. Report on changes to the website</b> Cllr Eyre note various new postings to the website. The Clerk stated Hugo Fox have sent a survey out on preferred features and asked what we would pay for Planning tracker.</p> <p><b>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b></p> <p>a. Village Hall Committee meeting on Mon 14 Oct 19.</p> <p>b. Events. Spitfire Sisters on Sat 19 Oct 19. Film, Rocket Man on Mon 21 Oct 19.</p> <p>c. First Aid talk held on 23 Sep 19 was well attended. A discussion followed suggesting an additional defibrillator might be obtained for a site (tbc) in Anna Valley. It was noted that there was one (private) in Highbury Rd. The Clerk was asked to contact the owner regarding access</p> <p><b>3. Cllrs to report on other meetings</b></p> <p>a. <b>Chalk Stream Welling.</b> Cllr Shah stated he and the Env Advisor had attended this meeting about promoting efforts to ensure the wellbeing of local chalk streams. The Env Advisor provided more background. It was noted that the Hampshire &amp; IoW Trust, Vitacress and others were proposing to seek a Heritage Lottery grant for project covering the water course from Anna Valley to Winchester and then Basingstoke. It was suggested the Parish Council may wish to get involved.</p> <p><b>b. Test Valley Association of Parish and Town Councils/Test Valley Borough Council – First Annual Conference - Saturday 21st September</b> Cllr Coole reported on this meeting and aspiration that Town and Parish councils work more closely together on common matters and so help influence policy at TVBC. He encouraged the Parish Council to become more involved. Cllr Eyre suggested the Chair might like to arrange a meeting with neighbouring Parish Councils.</p>	Cik
16	<p><b>Correspondence and E mail. Clerk report</b></p> <p>1. 10 Sep. HALC/NALC. Policy Consultation E-Briefing 10-19 – 5G Mobile Coverage In Rural Areas</p>	

	<p>– Agenda item Planning (Item 7)</p> <ol style="list-style-type: none"> <li>2. 13 Sep. HCC. Parish News Hampshire County Council Update Sept 19. Sent to Cllrs</li> <li>3. 14 Sep. McAfee. McAfee Auto Renewal Notification - Subscription Renewal Price Enclosed. Auto renews on 14 Oct 19.</li> <li>4. 16 Sep. TVBC. Test Valley Digital Business Event 4pm 21 Oct in Beech Hurst – an opportunity to explore tools available to overcome barriers in working digitally. Free Book via Eventbrite.</li> <li>5. 17 Sep. TVBC. Climate Change and Engaging with the Community. An awareness and learning event will be held on 20 October at Wherwell Village Hall to cover Water, Waste, Food, Biodiversity, Transport and Energy. Copied To Cllrs</li> <li>6. 17 Sep. Cllr AW. Report on Wet Pour repair</li> <li>7. 17 Sep. Came &amp; Company. Upper Clatford Parish Council - Insurance Documentation and confirmation of receipt of payment.</li> <li>8. 18 Sep. R Whitmarsh. Quote for playpark works</li> <li>9. 20 Sep. P Bagshaw. Rabbit control dates. OK to UCYFC</li> <li>10. 20 Sep. NALC. Policy E-Briefing PC11-19 – NAO Audit Code of Practice Part Two.</li> <li>11. 23 Sep. C Ford. First Aid / Defibrillator Training. Passed to co-ordinator.</li> <li>12. 24 Sep. TVBC Planning Notification of Committee. Copied to Cllr NS.</li> <li>13. 24 Sep. Parishioner via website. Proposal for basketball hoop in AVPF. Replied copied to Cllrs</li> <li>14. 26 Sep. HALC. Advice on meetings</li> <li>15. 26 Sep. Test Valley Community Resilience Workshop - Saturday 12 October at 9.45am Thruxton circuit.</li> <li>16. 28 Sep. Parishioner via website. Parish page down. Rectified.</li> <li>17. 3 Oct. TVBC. Registration of Members' Pecuniary Interests. Cllrs info to be publish unless there is an agree exemption.</li> <li>18. 4 Oct. TVBC. Test Valley Community Resilience Workshop - Saturday 12 October at 9.45am at Thruxton Circuit. List closes 7 Oct. Copied to Cllrs.</li> <li>19. 4 Oct. TVBC. Amended designation of NDP area.</li> <li>20. 5 Oct. Soccer spectator via website. Dog ban on sports field. Correspondent details requested.</li> <li>21. 7 Oct. HALC. Policy Consultation E-Briefing 12-19 Independent Review Into Local Government Audit Call For Evidence. Copied to Chair Fin Ctee</li> </ol>	
17	<p><b>Annual Bonfire (Tue 5th Nov 19)</b></p> <ol style="list-style-type: none"> <li>1. Management Cllrs Coole, Wilson and Lockhart volunteered to supervise. Cllr Coole suggested new netting was required for fencing and would cost and arrange provision. Agreed.</li> <li>2. First aider, burns kit. The Clerk was asked to contact P Butler to see if he would do this again this year</li> <li>3. Clerk to info insurance and emergency services. There were no changes to the proposed format or Risk Assessment</li> <li>4. Refreshments. It was suggested that there was little demand.</li> <li>5. 'Safe Room'. Cllr Coole agreed to discuss availability at Coachman's Cottage as in previous years</li> <li>6. The bonfire can be assembled from 19 Oct 19 but must use only garden waste and wood for safety reasons. The Clerk is to publish a notice of this on the events website and to stress that there are to be no fireworks.</li> <li>7. Clear-Up – This is not within the GM Contract. The Clerk was requested to ask TVBC to provide the service.</li> </ol>	
18	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 13<sup>th</sup> November 2019</b></p> <ol style="list-style-type: none"> <li>1. Play Area Activities/Facilities</li> <li>2. Co-option of new Cllr. To consider adoption of H Falkard-Tapp</li> </ol>	

**Meeting Closed at 9.52 pm**