

UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 10th FEBRUARY 2016
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. Borough Councillor M Flood.
 Cllr P Butler, Cllr J Foster, Cllr A Wilson (On accepting office at Item 2)
 Minutes – C Emmett, Parish Clerk

Apologies: HCC Cllr A Gibson, Borough Cllr G Stallard

Item	Record of Business	Action
1	Apologies of Absence As above	
2	<p>Council Vacancies</p> <p>a. Motion to Propose Co-opting as Parish Councillors: Andrew Wilson, Joseph Foster and Paul Butler. Proposed by Cllr S Kennedy, Seconded by Cllr S Butler. Passed unanimously.</p> <p>b. Declaration of Acceptance of Office and Code of Conduct. Signed by new Cllrs and witnessed by the Parish Clerk.</p> <p>c. Training. There was some discussion of initial training and it was decided not to book new Cllr training at this point to allow them to settle in.</p>	
3	<p>To receive and accept declarations of Interest</p> <p>Nil for this agenda.</p>	
4	<p>Public Participation</p> <p>Constable D Trowbridge and PCSO A Carter attended</p>	
5	<p>To approve the minutes from the meeting held on 13th January 2016</p> <p>a. All Councillors agreed that the minutes which were accepted as a correct record of proceedings. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution.</p>	
6	<p>To receive the Clerk's progress report since the meeting held on 13th January 2016</p> <p>Item 5. Outstanding Bills. The Cricket Club bill for 2015 pitch use of £280 and the Football Club contribution to the ditch work of £100 remain outstanding. Hasteners have been sent. Cllr Butler would raise the matter with the clubs.</p> <p>Item 10b. Bench for BBPF. B Pearce completed work 18 Jan 16.</p> <p>10c. Sportsfield Fence Removal & ditch clearing. The ditch contractor has kindly agreed to return and dig the remaining section once the wooden fencing has been removed. Cllr Butler liaising with the football club.</p> <p>12a. Report Balkesbury Hill Road potholes. 18 Jan reported to the HCC highways website. Ref no 21197575. Work done</p> <p>12d Order Marmax bench for Watery Lane. B Pearce verbally confirmed cost as for BBPF, but may need to move a slab at extra cost. Bench ordered 1 Feb 16 by email. Agreed.</p> <p>12e Footpath Maintenance. Priority list submitted to HCC on 21 Jan.</p> <p>15f. Review documents held by Stockbridge solicitor. Brockmans (now DBB Solicitors) hold documents for the Trustees of the Memorial Hall from 2006 -09. Documents remain at DBB. Cllr Kennedy informed and briefed Hall Trustees on 8 Feb.</p> <p>15h. Respond to letter of 9 Jan regarding tree works in Foundry Rd. Letter sent 18 Jan. Parishioner sceptical about chemical rot in 6 -12 months and intends to replace the fence this year so will review progress in June.</p>	<p>SB</p> <p>SB</p>

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7	<p>Planning – Planning sub-committee to report on the following applications: (All comments submitted to TVBC can be viewed on the TVBC Planning Portal). Nil this month.</p>																									
8	<p>Borough Councillor’s Report Cllr Flood made the following points:</p> <p>a. The TVBC Revised Local Plan was accepted by the full TVBC on 27 Jan 15. Copies are on the website and one hard copy is held by the Parish clerk.</p> <p>b. TVBC will be adopting the Community Infrastructure Levy (CiL) from 1 Jul 16. This will impact on but not replace Sect 106 funding.</p> <p>c. Parish Plans. A discussion then followed on the merits of producing more localised Parish Plans or updating our own Design Statement. It was noted that these would have to fit with the TVBC Plan. Cllrs would review the TVBC Plan and liaise with other Parishes to assess the merit of developing our plan.</p> <p>d. Lidl Car Park Andover. This is no longer administered by TVBC on behalf of Lidl.</p> <p>The Chairman thanked Cllr Flood who then left the meeting. Constable Trowbridge and PCSO Carter also left at this point.</p>																									
9	<p>County Councillors Report. Nil received</p>																									
10	<p>Finance:</p> <p>a. To receive and approve the financial statement for the period 1st – 31st January 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 rent for the Chalk Pit had not been received and had been hastened. Ant Structures agreed to cancel the missing cheque and re-issue a replacement to the correct (new) PC address on 12 Feb.</p> <p>b. To approve payments to be made. The following cheques were presented for approval:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Chq No.</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Payee</th> </tr> </thead> <tbody> <tr> <td>1791</td> <td>£48.00</td> <td>Web Works2</td> </tr> <tr> <td>1792</td> <td>£94.00</td> <td>Brian Pearce</td> </tr> <tr> <td>1793</td> <td>£717.60</td> <td>Parker Bullen LLP</td> </tr> <tr> <td>1794</td> <td>£336.00</td> <td>C Emmett - (Clerk Salary)</td> </tr> <tr> <td>1795</td> <td>£84.00</td> <td>HM Revenue & Customs 120PL00288568 - (PAYE)</td> </tr> <tr> <td>1796</td> <td>£6.00</td> <td>C Emmett - (Clerk Expenses)</td> </tr> <tr> <td>1797</td> <td>£496.80</td> <td>Marmax Products Ltd</td> </tr> </tbody> </table> <p>c. Audits. 27 Jan. 2nd Communication from the SAAA Ltd which explains options had been copied to Cllrs who must decide and notify by the end of March the Council wishes to opt out. Retain on Agenda for March.</p> <p>Cllr P Butler left the meeting as arranged with the Chairman.</p>	Chq No.	Amount	Payee	1791	£48.00	Web Works2	1792	£94.00	Brian Pearce	1793	£717.60	Parker Bullen LLP	1794	£336.00	C Emmett - (Clerk Salary)	1795	£84.00	HM Revenue & Customs 120PL00288568 - (PAYE)	1796	£6.00	C Emmett - (Clerk Expenses)	1797	£496.80	Marmax Products Ltd	All Cik
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11	<p>Playing / Sports Fields</p> <p>a. To report the weekly Monitoring of Play Parks and Equipment. Cllr S Butler reported that the swing frame in AVPF has movement and needed attention. (Afternote: Rectified by Wicksteed contractor on 11 Feb). He noted that some of the boundary hedgerow in AVPF needed trimming. Cllr Foster volunteered to trim it.</p> <p>b. Removal of Ranch Fence at Sports Field. Cllr S Butler agreed to liaise with R Perrin regarding removal of the fence on the ditch line.</p>	SB																								

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12	<p>Trees and Open Spaces</p> <p>a. To report on trees and open spaces requiring attention. Cllr Williams reported that she had accompanied the tree surgeon on a survey of trees in the parish. The report is awaited.</p> <p>b. Quotes for Felling Willow. Several quotes had been received for felling the will and broken branch in BBPF. The quote from Groundlord was accepted by Cllrs. Clerk to arrange.</p> <p>Cllr P Butler returned.</p>	<p>CW</p> <p>Cik</p>
12	<p>Footpaths and Highways</p> <p>a. Cllrs to report any highway issues. Cllr Williams reported that no problems were noted on a recent check of footpaths. There was discussion about eroding (narrowing) of the public footpath around Bury Hill Ring. Clerk to notify HCC.</p> <p>b. Street lighting issues. Cllr Newell reported that he would complete his check that evening and notify the Clerk. (Afternote: No problems).</p> <p>c. Road Safety. An email had been received from a resident of Waterloo Terrace expressing concern about speeding in that area. The Council has similar concerns which have been addressed in recent meetings. The poor visibility at the junction of Bury Hill Close and Foundry Road was noted and the possibility of having a mirror located opposite was discussed. Land ownership may prove to be a difficulty. The Clerk was to discuss it with HCC. A pot hole by the old shop in Upper Clatford seems to be growing. Report on HCC website. (It should be noted that anyone can report potholes and other highways problems on the Hants website which might be more timely than waiting for monthly Council meetings)</p> <p>d. Bench at Watery Lane. Received. B Pearce notified.</p>	<p>Clerk</p> <p>Cik</p> <p>Cik</p>
14	<p>Website. Nothing to report.</p>	
15	<p>Village Hall. Cllr Kennedy reported that it was planned to replace the side door shortly; that changes to lighting were still under consideration. The suggestion of laying hoggin has been taken up. There are concerns that parking by people not using the hall is making it more difficult for those who have paid to use the hall for events.</p>	
16	<p>Correspondence / e mail. The Clerk highlighted the following correspondence/e mail received:</p> <p>a. The All Saints Flower Festival organisers have asked if the Parish Council would sponsor (as previously) or create a display themselves. Council voted to sponsor at the sum of £50. Clerk to respond.</p> <p>b. Invitation to HLOW Devolution Workshop. Tue 1 Mar 16 from 1.45 pm in Asburton Hall, Winchester. Cllr A Wilson expressed interest. Clerk to send him details.</p> <p>c. HALC 'Planning for Tomorrow' conference invitation. Wed 9 Mar 9.30 – 4.00 @£75+VAT. No takers</p> <p>d. Local MP's contact poster. A poster has been received from the local MP with a request to display it. Contact details will be put on the Parish website and a poster put on the 'open' notice board.</p> <p>e. May Fayre. A request had been received from the May Fayre Committee to use BBPF for the May Fayre again this year on 2 May 16. Agreed</p>	<p>Cik</p> <p>Cik</p> <p>SB</p> <p>Cik</p>
17	<p>Emergency Planning.</p> <p>a. Following the last meeting, one of the TVBC Cllrs had drawn attention plans</p>	

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	<p>drafted by Goodworth Clatford. A copy has been obtained by the Clerk. It and the Mar 14 draft started by UCPC will be circulated to Cllrs</p> <p>b. The Test Valley Resilience Forum Sat 27 Feb at 9.30am to 12.00. This had also been drawn to the councils attention. It is a 'community based scenario exercise' led by HCC and Hants Fire & Rescue aimed at highlighting the importance of communities developing their own local resilience plans. Cllr S Butler volunteered to attend if available.</p>	<p>Clk</p> <p>SB</p>
18	<p>Confidential Item</p> <p>The public and the press were temporarily excluded and they are instructed to withdraw, using the authority of the Public Bodies (Admission to Meetings) Act 1960.</p>	
19	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 9th March 2016.</p> <p>No changes or additional items were requested at this time.</p> <p>HM The Queen's 90th Birthday Celebration 21 Apr 16</p>	

The meeting was closed at 21.59 pm