

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 8th JULY 2015
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 Mrs Flood, County Councillor Gibson

Minutes: Parish Councillor Newell (for production by the Clerk)

Apologies: Borough Councillor Stallard and Clerk Mrs A Taylor

Item	Record of Business	Action
1	Apologies of Absence Apologies were received from Borough Councillor Stallard and the Clerk.	Note
2	To receive and accept declarations of Interest None declared.	Note
3	To approve the minutes from the meeting held on 10th June 2015 It was proposed the minutes from the meeting held on 10 th June 2015, were accepted as a correct record of proceedings. All Cllrs agreed. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution.	Note
4	Public Participation No comments.	Note
5	To receive the Clerk's progress report since the meeting held on The Clerk had provided a report to Cllrs ahead of the meeting, which included: 5: Clerk contacted Kirbygas to confirm that a sticker on the boiler is not a requirement. 6b: Comments as resolved at the meeting in relation to the planning application for 10 th June were submitted to TVBC by e mail on 11 th June 5/12d: PAT Testing has now been carried out at the Pavilion, with no faults found. 9: No cuts were carried out on behalf of the Village Hall during the period 1 st October – 30 th April therefore all monies owed for the previous financial year grass cuts for the VH are paid up to date. 9: Cllr Butler to advise the Clerk the June and July dates for games played and an invoice will be submitted to bring this up to date. 10: An advertisement has been placed on the noticeboard, website and on the HALC website for the vacancy of Clerk and RFO. The Andover Advertiser has provided quotations for an advertisement in the Friday paper once and 30 days online. 12b: A contractor has been requested to strim back both the AVPF and BBPF perimeters and to also cut back overgrowth overhanging the access road to the Chalk Pit, play park side only. This was hoped to have been carried out last week, but on checking on Monday, none of this had been done. A contractor has been asked to cut back footpaths 2 and 3. 12b: Replacement parts for the swings are available from Wicksteed. The PC would need to take photos of the parts required, provide these to Wicksteed, who will then provide a quotation. 12c: A signed agreement confirming acceptance to continue with a further year of water treatment services has been returned to the provider. 12d: A grant application has been submitted to the May Fayre Committee for funding for a new bench at BBPF. 14: Potholes still requiring attention have been notified to County Cllr Gibson.	

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6	<p>Planning: Councillors to report on the following applications:</p> <p>a. 15/01443/FULLN – Warrenfield Farm, Longstock Road, Goodworth Clatford (Erection of an open fronted barn on site of existing mobile home): No Objections, but concerns were raised that the site will be used as a food plant, where evisceration is to take place.</p> <p>b. 15/01481/FULLN – The Old Rectory, Upper Clatford (Erection of single store extension to provide dining room): No Objection</p> <p>c. 15/01383/RESN – Land adjacent to 21 and 22 Valley Rise, Upper Clatford: No Objection</p> <p>An update on the status of the application 15/00047/VARN – Era Park was provided.</p>	Clerk																								
7	<p>Borough Councillors Report</p> <p>Borough Cllr Mrs Flood reported TVBC have completed on the purchase of the Andover Magistrates Court.</p> <p>The Andover Carnival will have a recycling float, which Cllr Mrs Flood will be participating in.</p> <p>Cllr Mrs Flood to investigate the status of low noise resurfacing for the A303, which is thought to have been due to start in June.</p>																									
8	<p>County Councillors Report</p> <p>County Councillor Gibson advised he was not responsible for Culture Recreation and Countryside. There are to be further cost savings over the next two years, which may result in a reduction to works in rural areas. The cutting back of footpaths is encouraged to be carried out by Parishes through their respective precepts.</p> <p>Clerk had provided a list of potholes to Cllr Gibson.</p> <p>Cllr Gibson and Butler agreed in principle, work to dig out the trench alongside the sports field.</p> <p>Cllr Mrs Kennedy enquired on the progress for faster broadband. Cllr Gibson was of the opinion that the Parish had superfast broadband capability already.</p>																									
9	<p>Finance</p> <p>a. To receive and approve the financial statement for the period 1st – 30th June 2015. This was accepted as a correct record.</p> <p>b. The following payments were approved:</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>1744</td> <td>£87.79</td> <td>A Taylor – Office Expenses</td> </tr> <tr> <td>1745</td> <td>£256.08</td> <td>SWS – Water Treatment Services for Pavilion</td> </tr> <tr> <td>1746</td> <td>£32.71</td> <td>SSE – Pavilion Utility</td> </tr> <tr> <td>1747</td> <td>£24.10</td> <td>TVBC – Uncontested Election Fee</td> </tr> <tr> <td>1748</td> <td>£562.80</td> <td>Parker Bullen – Legal Fees</td> </tr> </tbody> </table> <p>Payments made by Standing order since the meeting held on 10th June 2015</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Payee</th> </tr> </thead> <tbody> <tr> <td>8/7/15</td> <td>£419.90</td> <td>A Taylor – Clerks Salary</td> </tr> </tbody> </table>	Chq No.	Amount	Payee	1744	£87.79	A Taylor – Office Expenses	1745	£256.08	SWS – Water Treatment Services for Pavilion	1746	£32.71	SSE – Pavilion Utility	1747	£24.10	TVBC – Uncontested Election Fee	1748	£562.80	Parker Bullen – Legal Fees	Date	Amount	Payee	8/7/15	£419.90	A Taylor – Clerks Salary	
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10	<p>Councillors to review the recruitment procedure and propose any required amendments. Councillors to propose a job description and</p>																									

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	<p>person specification and an advertisement for the replacement of the Parish Clerk</p> <p>An advertisement has been placed on the parish notice boards and website. It was agreed to withhold from placing the advertisement within the Andover Advertiser.</p>	NOTE
11	<p>a. Cllrs to resolve, in view of the confidential nature of the business about to be discussed being in the public interest, that the public and the press be temporarily excluded and they are instructed to withdraw, using the authority of the Public Bodies (Admission to Meetings) Act 1960. Cllr Mrs Kennedy proposed the public and press are excluded from the meeting in view of the confidential nature of the business about to be discussed. Cllr Mrs Williams seconded, all agreed.</p> <p>b. Councillors to discuss a boundary issue. Councillors enquired whether the Borough or County Council were able to provide any support with the ongoing land dispute. It was requested to seek a response from the third party solicitor by the end of July to report at an August meeting.</p>	
12	<p>Playing Fields Members of the public were invited to return to the meeting</p> <p>a. To report the weekly Monitoring of Play Park Equipment: At Barksbury Bridge, the overgrowth around the playing fields is still to be cut back. Clerk to follow this up with the contractor. It was noted the bin has come away from its stanchion. At Anna Valley, litter was found on the field, and the climbing frame is covered with overgrowth.</p> <p>b. Cllrs to review the equipment at the play parks: This item has been deferred until the September meeting.</p> <p>c. Pavilion – Cllr Butler reported that both the Football and Cricket Clubs were using the site on a Wednesday evening. The PAT testing has now been carried out. It was noted overgrowth required cutting back. Cllr Butler will enquire with TVBC to carry this out.</p>	CLERK SB
13	<p>Trees and Open Spaces It was reported that a bench and bin had been damaged following a vehicular incident, which had not been reported at the time of incident. It was noted the incident had been witnessed. The Police and Insurance have been informed of the incident and TVBC instructed to investigate the extent of damage.</p>	
14	<p>Footpaths and Highways a. Cllrs to report any footpath issues: It was noted footpath 2 was overgrown behind Manor Rise and fly tipping had occurred to the edge of the footpath. Cllr Newell is to monitor the situation. b. Cllr Newell to report any street lighting issues: Nothing to report. c. Cllrs to record potholes within the Parish for reporting to HCC for repair: Nothing to report.</p>	AN
15	<p>External Committee and Events a. Cllr Butler to report on changes to the website: Cllr Butler to make changes to the website to reflect the make-up of the Council and its duties.</p>	

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	<p>b. Cllr Mrs Kennedy to report upcoming events at the Village Hall: Cllr Mrs Kennedy reported the defibrillator has now been installed and ready to use. Anyone can use it when required and it was noted that calling 112 had a quicker response than 999 to obtain a key code.</p> <p>c. Correspondence: A complaint regarding a faulty street light has been received, which the Clerk has resolved.</p>	Note
16	<p>Councillors to request any items to be included within the agenda for the Meeting to be held on Wednesday 9th September 2015</p> <p>Speeding and Road Safety To report the completion of the Annual Return</p>	

The meeting was closed at 10.10pm