

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 9th MARCH 2016
7.30PM AT KING EDWARD VII MEMORIAL HALL, UPPER CLATFORD**

	<p>authorities. The process may be delayed until after the EU Referendum.</p> <p>Item 16d. Local MPs Contact. Contact details are now displayed.</p> <p>Item 17a. Circulate Emergency Planning documents. Sent to Cllrs on 17 Feb.</p> <p>Item 17b. Test Valley Resilience Forum 27 Feb. Cllr S Butler attended.</p> <p>Cllr P Butler left the meeting at this point.</p>																
6	<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. Two new applications distributed for Out of Committee comments as follows:</p> <p>16/00570/FULLN Rear Extension 36 Brook Way – By 28 Mar 16 16/00551/TREEN T1 Yew, reduce crown. The Cottage UC – By 23 Mar 16</p>																
7	<p>Borough Councillor’s Report</p> <p>TVBC Council Tax. This will rise by 3.96%, approximately £5.00 pa for the standard band D dwelling. It is in the lowest 25% of rates.</p> <p>New Recycling Bank. TVBC will be opening a new recycling band at the main TESCO in Andover on 17 Mar 16.</p> <p>Invitation from the Mayor-elect to celebrate HM the Queen’s 90th Birthday. The Mayor-elect has invited those celebrating their own 90th birthdays this year to ‘Cake in the Park’ at Romsey or Afternoon Tea at 2pm in Vigo Park Andover. Full details are available from Sharon Goodridge, the Mayor’s Assistant on 01264 368022 or sharongoodridge@testvalley.gov.uk by 4 Apr 16.</p> <p>The Chairman thanked Cllr Flood who left the meeting at this point.</p>																
8	<p>County Councillors Report.</p> <p>Nil this month.</p>																
9	<p>Finance:</p> <p>a. To receive and approve the financial statement for the period 1st – 29th February 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 from the Cricket Club and rent for the Chalk Pit had now been received. A reminder for payment due on 25 Mar 16 has been sent to ANT Structures.</p> <p>b. To approve payments to be made. The following cheques were presented for approval:</p> <table border="0"> <thead> <tr> <th>Chq No.</th> <th>Amount</th> <th>Payee</th> </tr> </thead> <tbody> <tr> <td>1798</td> <td>£336.00</td> <td>C Emmett - (Clerk Salary)</td> </tr> <tr> <td>1799</td> <td>£84.00</td> <td>HM Revenue & Customs 120PL00288568 - (PAYE)</td> </tr> <tr> <td>1800</td> <td>£36.00</td> <td>C Emmett - (Clerk Expenses)</td> </tr> <tr> <td>1801</td> <td>£86.22</td> <td>British Gas Trading Ltd</td> </tr> </tbody> </table>	Chq No.	Amount	Payee	1798	£336.00	C Emmett - (Clerk Salary)	1799	£84.00	HM Revenue & Customs 120PL00288568 - (PAYE)	1800	£36.00	C Emmett - (Clerk Expenses)	1801	£86.22	British Gas Trading Ltd	
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	<p>1802 £180.00 Groundlord Ltd 1803 £3262.21 TVBC (Grounds Maintenance) 1804 £899.81 TVBC (Sports Field Mowing)</p> <p>c. Audits. Cllr S Butler proposed that the Parish does not to opt out of the audit arrangements being pulled together by the SAAA Ltd. Seconded by Cllr Wilson and agreed by all present. Internal Audit meeting planned for Fri 13 May 16. The Clerk asked to attend the Officers HALC Update 16 Mar 16 covers audit process brief £35. Agreed</p> <p>d. The Clerk will be attending the Pensions Forum on 11 Mar</p> <p>Cllr P Butler returned to the meeting at this point.</p>	Note
10	<p>Playing / Sports Fields</p> <p>a. To report the weekly Monitoring of Play Parks and Equipment.</p> <p>AVPF & BBPF. It was noted that remedial action had been taken on the seesaw in BBPF and swing in AVPF by Wicksteeds. It was noted that a very small section of the seat in the roundabout in AVPF was missing but was not hazardous and that both parks had a lot of twigs on the ground. Cllr P Butler volunteered to do the next inspection.</p> <p>Sports Field. Cllr S Butler stated that damage in 2 goalmouth areas should be undertaken now, as the soccer season had finished, to allow the area/grass to re-establish before further use. He proposed accepting a quote received previously. The Clerk was asked to obtain additional quotes if possible.</p> <p>b. Removal of Ranch Fence at Sports Field. Completed</p>	<p>PB</p> <p>Clerk</p>
11	<p>Trees and Open Spaces</p> <p>a. To report on trees and open spaces requiring attention. The tree survey report is awaited. No further observations were made.</p>	
12	<p>Footpaths and Highways</p> <p>a. Cllrs to report any highway issues. The Clerk was requested to check for plans regarding the Op Resilience work on Foundry Rd</p> <p>b. Street lighting issues. Nil Reported</p> <p>c. Road Safety. Cllr S Butler agreed to investigate further the rights and process for the Parish to put up road signs due to concerns on Red rice road near Clatford Manor.</p> <p>d. Bench at Watery Lane. New bench now in place.</p>	<p>Clerk</p> <p>SB</p>
13	<p>Website. There was some discussion about the scope of the site to include news.</p>	
14	<p>Village Hall. Cllr Mrs Kennedy made the following points:</p>	

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	Village Hall AGM – Mon 14 Mar 16 at 7.30pm. All welcome. Car Parking – The Village Hall Committee is planning to trial a permit system.	
15	Correspondence / e mail. The Clerk highlighted the following: TVBC Waste Bin Arrangements. Bill to follow shortly for 2015/16. Cost for 2016/17 remains unchanged at £5.51 per week (£286.53) TVBC quotes for Grass cutting, Shrub maintenance, Village Hall Grass and Sports Field (Cricket Club outfield) had been received. Clerk requested to seek additional quotes. Details regarding ownership of the rail bed and signals to the north of Church Lane Bridge have been requested. Details provided with owner’s permission. Insurer’s advice on Queens 90th Celebrations has been received and forwarded to Cllr P Butler.	Clk
16	Emergency Planning. Cllr S Butler gave a summary of the Resilience Forum he attended and commented that there is no formal structure or requirements to emergency planning at Parish level. Local plans and contacts might be useful and if lodged with HCC may be kept on the Resilience Direct website. He offered to lead on parish emergency planning and act as the Parish Resilience Officer. He gave details of the SSE Priority Services Register for those who may need help during power outages (those on home medical care, chronically ill, disabled, partially sighted, deaf or hard of hearing, new parents, state pensioners). Contact 0800 294 3259 or www.ssepd.co.uk/PriorityServicesRegistrationForm	SB
17	Confidential Item. 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.	
18	HM The Queen’s 90th Birthday Celebrations. Cllr P Butler asked if the Council would be prepared to allow the use of Parish land for some form of celebration to mark the event. In principle this was accepted however dates and an outline of the proposed event would be needed. Cllr Butler would look into it further with a view to something in April or in early June and report back	PB
19	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 9th March 2016.	

The meeting was closed at 9.50pm