

## UPPER CLATFORD PARISH COUNCIL

MINUTES FROM THE MEETING HELD ON WEDNESDAY 14<sup>TH</sup> DECEMBER 2016  
AT 7.30PM IN THE KING EDWARD VII MEMORIAL HALL

THESE MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING TO BE HELD  
ON WEDNESDAY 11<sup>TH</sup> JANUARY 2017

Present:	Parish Cllrs S Kennedy (Chairman), S Butler (Vice Chairman), A Newell, Mrs C Williams, TVBC Cllr G Stallard, HCC Cllr A Gibson Cllr P Heslop (from item 5) Minutes – C Emmett, Parish Clerk
Apologies:	TVBC Cllr M Flood, A Wilson, P Butler

<b>1</b>	<b>Apologies for absence</b> As above.	
<b>2</b>	<b>To receive and accept declarations of interest</b> Nil.	
<b>3</b>	<b>Public Participation</b> Nil	
<b>4</b>	<p><b>To approve the minutes from the meeting held on 9th November 2016</b></p> <p>a. A request for correction to item 8 of minutes had been received from A Gibson HCC. This was agreed and the revised version, Rev1, was amended at para 8c &amp; d to read:</p> <p style="padding-left: 40px;"><i>c. 'Devolution. It looked like the two-tier system would be retained. Hence no change, although there is still some uncertainty in the light of the possible Solent CA</i></p> <p style="padding-left: 40px;"><i>d. HCC are facing cuts to 2019 of possibly another £140m and are still trying to identify means of achieving this target.</i></p> <p>The revised minutes were agreed. The Chairman signed and dated the minutes to confirm acceptance.</p>	
<b>5</b>	<p><b>Council Vacancies</b></p> <p>The Chairman proposed - <b>That Mr Peter Heslop be co-opted onto the Parish Council with immediate effect.</b> This proposal was seconded by Cllr Williams and agreed unanimously. Mr Heslop signed the Acceptance of Office profoma and joined the Council.</p>	
<b>6</b>	<p>To receive the Clerk's progress report since the meeting held on 9th November 2016</p> <p>a. Item 10.1a. AVPF, order play bark. See item 11</p> <p>b. Item 10.1b. AVPF, order roundabout seat. Received and passed to Cllr P Butler for fitting. <b>Complete</b></p> <p>c. Item 10.2a. BBPF, apply for grant to clear wild flower area. See item 11</p> <p>d. Item 10.2b. BBPF, apply for grant for picnic bench. Pending, see item 11</p> <p>e. Item 10.3 Sports field, change equipment shed locks. See item 11</p> <p>f. Item 10.3 Sports field, arrange plumber to fit double check valves on shower lines. See item 11.</p> <p>g. Item 11 a. Trees, arrange 3 survey quotes. See item 12.</p> <p>h. Item 11c. Trees, arrange quotes for ash and holly tree in Foundry Rd. See item 12. <b>Complete</b></p> <p>i. Item 12.1c. Apply for HCC grants for 2 x road speed signs. See item 13.</p> <p>j. Item 13. Add Village Design Statement review to Jan 17 agenda. <b>Complete.</b></p> <p>k. Item 14i. Display primary Schools Admissions poster. <b>Complete</b></p> <p>l. Item 15. Bonfire, have TVBC remove residue. Email request sent to TVBC on 14 Nov 16 who will do the task for a charge. <b>Complete</b></p> <p>m. Item 15. Bonfire, thank you letters to helpers. <b>Complete</b></p> <p>n. Item 17. Council Vacancies. Write to applicants. <b>Complete</b></p> <p>o. Item 18. Contact details, circulate Cllr list internally. <b>Complete</b></p>	
<b>7</b>	<p><b>Planning. Planning sub-committee to report on applications:</b></p> <p><i>Full details of submissions can be found on the TVBC web</i></p>	

	<p><a href="http://www.testvalley.gov.uk/">http://www.testvalley.gov.uk/</a></p> <p>a. 16/02607/LBWN The Cottage (amended scheme) No Objection submitted by Parish Council. The application has since been formally withdrawn.</p> <p>b. 16/02941/FULLN Knutbury extn to form garden room. No Objection submitted.</p> <p>c. 16/02683/FULLN 1 – 4 Manor Rise extn. Objection submitted</p>																					
<b>8</b>	<p><b>Borough Councillor Report</b> Cllr Stallard reported the following:</p> <p>a. The planning appeal, 16/00031/REFN, for building 2 houses at Clatford Manor estate has been dismissed.</p> <p>b. Bury Hill Close Play Park. TVBC are proposing to refurbish the park in 2017 and would welcome any input from the Council. Clerk to obtain current plan</p> <p>c. Local Plan. The challenge against the plan by Barker Mills Estates has been heard in the High Court and dismissed.</p> <p>d. Leisure Centre Contract. A new leisure centre will be built on the existing centre site. This means that for some time a pool will not be available and there will be disruption to other activities.</p>	<b>Cllrs Cik</b>																				
<b>9</b>	<p><b>County Councillor Report</b> Cllr Gibson reported:</p> <p>a. Council Tax. Government have agreed that Council Tax can rise by up to 6% to ensure adult care provision. This is on top of the 2% rise currently allowed.</p> <p>b. Highways Presentation. Highways falls under Cllr Gibson's remit and he will be making a presentation with R Alborough from TVBC to Lockerby Council on responsibilities. The briefing pack will be distributed to other councils.</p> <p>c. Footpath Priority Clearance Lists. HCC has requested priority lists from councils. The Clerk was to review requirements and Cllr Gibson agreed to discuss internally whether the parish could be allowed to join the county 'Lengthsman' scheme.</p> <p>d. Trial of 20 mph zones. The trial has now finished and data has just been assembled for review. The subject of illuminated signs and speed guns were discussed. See item 13 for details</p> <p>e. Road Surface on Sam Whites Hill. Cllr Gibson agreed to discuss the possibility of resurfacing this stretch further within HCC.</p> <p>The Chairman thanked Cllrs Gibson and Stallard for their input. They then both left then meeting.</p>	<b>AG Cik AG AG</b>																				
<b>10</b> <b>10.1</b> <b>10.2</b>	<p><b>Finance:</b></p> <p><b>To receive and approve the financial statement for the period 1st November 2016 – 30<sup>th</sup> November 2016.</b> The Chairman signed and dated the statement to confirm acceptance.</p> <p><b>To approve payments to be made.</b></p> <table> <tr> <td>Amount</td> <td>Payee</td> </tr> <tr> <td>£514.18</td> <td>TVBC (GM031a)</td> </tr> <tr> <td>£1,593.86</td> <td>TVBC (GM031)</td> </tr> <tr> <td>£42.46</td> <td>British Gas</td> </tr> <tr> <td>£59.40</td> <td>Wickstead Leisure</td> </tr> <tr> <td>£336.00</td> <td>C Emmett (Clerk Salary)</td> </tr> <tr> <td>£84.00</td> <td>HMRC (PAYE)</td> </tr> <tr> <td>£16.60</td> <td>C Emmett (Clerk Expenses)</td> </tr> <tr> <td>£182.00</td> <td>Local Councils Advisory Service</td> </tr> <tr> <td>£35.00</td> <td>Greensleeves (Wicket moss &amp; spiking)</td> </tr> </table>	Amount	Payee	£514.18	TVBC (GM031a)	£1,593.86	TVBC (GM031)	£42.46	British Gas	£59.40	Wickstead Leisure	£336.00	C Emmett (Clerk Salary)	£84.00	HMRC (PAYE)	£16.60	C Emmett (Clerk Expenses)	£182.00	Local Councils Advisory Service	£35.00	Greensleeves (Wicket moss & spiking)	
Amount	Payee																					
£514.18	TVBC (GM031a)																					
£1,593.86	TVBC (GM031)																					
£42.46	British Gas																					
£59.40	Wickstead Leisure																					
£336.00	C Emmett (Clerk Salary)																					
£84.00	HMRC (PAYE)																					
£16.60	C Emmett (Clerk Expenses)																					
£182.00	Local Councils Advisory Service																					
£35.00	Greensleeves (Wicket moss & spiking)																					
<b>10.3</b> <b>10.4</b>	<p><b>Annual Budget &amp; Precept</b> The recommendations of the Finance Sub Committee meeting were to be kept under review until the Jan17 meeting of the full committee due to the uncertain economic climate. The proposal for the budget and precept was to be made at that meeting.</p> <p><b>Asset Insurance</b> The Clerk stated that the Insurance broker had indicated that as the value for all item purchased from the Cricket Club were under the £250 insurance excess the Council may wish to reconsider adding them to the</p>	<b>Cik</b>																				

	insurance. It was agreed that they should be on the Asset Register but not insurance.	
<b>11</b>	<b>Playing Fields</b>	
<b>11.1</b>	<b>To report the weekly Monitoring of Play Park Equipment</b> Cllr Newell had inspected. It was noted that the bin was full and needed emptying.	
<b>11.2</b>	<b>Anna Valley Playing Field</b> a. Play Bark. To be ordered. b. Seat. To be fitted by Cllr P Butler	<b>Cik PB</b>
<b>11.3</b>	<b>Balksbury Bridge Playing Field</b> a. The Chairman has requested a quote from Landyman to clear the wild flower area which is awaited. The Clerk is to seek other quotes before applying for a grant. b. Apply for grant for picnic bench. Pending decision on type of bench. Clerk to provide options.	<b>Cik Cik</b>
<b>11.4</b>	<b>Sports Field</b> a. SWMS have recommended that they are no longer needed and will consider a refund. b. The Clerk stated that access to the equipment shed would be required to change the locks. He is to coordinated this with Cllr S Butler who has a key. c. Arrange plumber to fit double check valves to stop 'dead legs' on shower lines. A plumber has been contacted.	<b>Cik/SB Cik</b>
<b>12</b>	<b>Trees and Open Space</b> a. Willow in BBPF. The Clerk had received a quote for removal to willow tree limb over river from D Dredge. This was to be accepted. b. Ash and Holy by Brook House: HCC Highways have reported that an ash tree and holy by Brook House need attention. The Clerk detailed the 3 quotes sought and the 2 bids submitted. It was agreed to accept the quote from D Dredge. c. Tree Survey. The Clerk reported that R Rex had been recommended for this work and approached but that he was unable to accept the job. Discussion followed about whether it was appropriate to survey all trees. It was decided that there were only 3 that were of concern and these 3 should be surveyed. The Clerk is to arrange for a surveyor to do the task with Cllr Williams. d. Hole in the Green. It was noted that a small hole had appeared in the top left of The Green, opposite Coachman's Cottage that should be filled.	<b>Cik Cik Cik Cik</b>
<b>13</b>	<b>Footpaths and Highways</b>	
<b>13.1</b>	<b>Cllrs to report any highways or footpath issues.</b> The following were discussed: a. Illuminated Road Signs. The grant application suggested has been held pending a decision by Cllrs on type of sign and location. There was some discussion about this and a view was expressed that the speed should clearly be shown on the sign. Signs are to be located on Foundry Rd and Red Rice Red but the exact location is to be determined after consultation with TVBC. The Clerk reported that he had contacted both HCC and TVBC regarding rules about siting and mounting signs and had been informed that it is a TVBC task to advise. TVBC response is awaited b. Speed Gun. The possibility of using a speed gun was raised by Cllr S Butler. It was noted this suggestion had been considered before but cost and lack of volunteers were an issue. The Clerk was asked to liaise with Goodworth Clatford clerk. c. Mapping. Cllr Heslop asked if there were maps of the parish available and was shown that held by Cllr Butler.	<b>Cik</b>
<b>13.2</b>	<b>Cllr Newell to report any street lighting issues</b> Nil	
<b>14</b>	<b>External Committees and Events</b>	
<b>14.1</b>	<b>Cllr S Butler report on changes to the website</b> Nil	
<b>14.2</b>	<b>Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b> Nil	
<b>14.3</b>	<b>Cllrs to Report on other meetings attended</b> In the absence of Cllr Wilson there were no additional meetings to report on.	

15	<p><b>Correspondence and E-mail.</b> Clerk to report the correspondence received</p> <ul style="list-style-type: none"> <li>a. Footpath 3. HCC response on <b>footpath 3 fence</b>. Web Reference No: PROW717386, Internal Reference No: 17085, Parish: Upper Clatford CP, Path No: 236/3/3, Problem Type: Obstruction, Problem Sub Type: Obstruction/Fencing, A job has now been issued to the Countryside Access Ranger Team.</li> <li>b. Hampshire Pride email, 'At Hampshire Pride we want to excite local involvement in two ways. The first is with the #PrideHantsWide Rainbow Flag initiative and the second is the #PrideHantsWide Awards'</li> <li>c. Invitation to Footpath Workshop in 2017 from HCC. Dates tbc. Details have been sent to Cllrs</li> <li>d. Councillor Commission Interim Report. Sent to Cllrs. Deadline for inputs to Commission is 31 Dec 16</li> <li>e. HALC Board Awayday and Open Forum - Tuesday 24th January 2017 - South Wonston Pavilion. Details sent to Cllrs.</li> <li>f. Council Tax Referendum Principles - A copy of the letter from the Chairman NALC to the Minister objecting to the proposal to introduce the referendum principle on parish budget setting.</li> </ul>	
16	<p><b>Income Generation</b> The Clerk was asked to discuss advertising our sports field facilities on the parish website with the webmaster. The Chairman suggested writing to local businesses about advertising on the site:</p>	Cik
17	<p><b>Confidential Item</b></p>	
18	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 11<sup>th</sup> January 2017</b></p>	

Meeting closed at 1010 pm