

MINUTES FROM THE MEETING HELD ON WEDNESDAY 13<sup>TH</sup> FEBRUARY 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 ON 13<sup>th</sup> March 2018

Present:	Parish Cllrs P Heslop (Chairman), D Coole, C Eyre, S Kennedy, A Lockhart, N Shah, C Williams, A Wilson, , TVBC Cllr G Stallard & HCC Cllr A Gibson Minutes – C Emmett, Parish Clerk
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1	<b>Apologies</b> for Absence Cllr A Newell, TVBC Cllr M Flood.	
2	<b>To receive and accept declarations of interest</b> Cllr D Coole indicated that he possibly had a conflict of interest in item 6e due to friendship with the owner. It was agreed he should not contribute or vote on the matter.	
3	<b>Public Participation</b> Nil.	
4	<b>To approve the minutes from the meeting held on 9<sup>th</sup> January 2019</b> Cllr D Coole proposed these minutes be accepted as a true record. Seconded by Cllr S Kennedy. All agreed. The minutes were signed by the Chairman.	
5	<b>To receive the Clerk's progress report since the meeting held on 9<sup>th</sup> January 2019</b> <b>Item</b> 7. Review procedures regarding contracting and financial commitment. PH and CCE advised. <b>Complete</b> 8. Clerk to write to Highways. <b>Complete</b> . Response received. 12.a. LR. Historic details on access road required by Parker Bullen. <b>Complete</b> 12.b. Condition survey of the fencing above the chalk pit (PH). <b>Ongoing</b> 12.c. Chalk Pit use by Fire Brigade send holding reply. <b>Complete</b> 12.d. Hedge at Cophall Cottage Write requesting it be cut back. <b>Complete and cut back</b> 13.3.b. Speed at Junction Salisbury Rd and Balksbury Hill Rd. The 30 mph zone should be extended beyond the junction. Write to Cllr Gibson and Highways. <b>Complete</b> 13.3.c. Hedges Village St. Hedge from the track just before the vicarage, to the old police house, needs cutting back for the safety of both pedestrians and vehicles. Clerk to write to owners. Letter sent to Diocesan Council & Rector. <b>Complete</b> . No response yet. 14.1. Write to email service provider for @upperclatford.com requesting to enable password change on user accounts. <b>Complete</b> 15.2. Upper Clatford Parish Council Section 106 Update. Copy to Cllrs. <b>Complete</b> 14/1 15.6. TVBC Council Tax Precept 2019/20. Requirement to be submitted. In post 16 Jan. <b>Complete</b> 15.9. Extra lighting at top of Red Rice Road. Cllr Kennedy will liaise.	
6	<b>Planning</b> 1. <b>Planning sub-committee to report on the following applications:</b> a. <b>18/03292/FULLN Devon Pines, Red Rice Rd. Erection of Front Porch.</b> No objection submitted on 10 Jan 19. b. <b>18/02930/TPON 164 Bury Hill Close. 1 x beech: Crown and reduce.</b> No objection submitted. c. <b>19/00010/FULLN 133 Bury Hill Close. Erection of garage and covered walkway.</b> No objection submitted. d. <b>19/00133 FULLN Balksbury House. Demolish garage and replace with garage, workroom, bedroom, bathroom.</b> Planning Committee recommendation to object was put to full Council by email due to the consultation expiry date. All agreed. Objection submitted on 7 Feb 19. e. <b>19/00181/FULLN Poplar Vale, Foundry Rd.</b> The Planning Committee recommendation to object was put to Council, with the exception of Cllr Coole, for discussion. It was <b>resolved</b> that an objection was to be submitted on the grounds of: Compromise to Local Gap; Traffic management; Visual impact. 2. Due to concerns about applications requiring submission prior to the next full council meeting it was agreed that applications for work in the Local Gap should be flagged to all members for comment.	
7	<b>Neighbourhood Development Plan Steering Group Report.</b> a. Cllr A Lockhart summarised the vision, objectives and progress of the Built Environment WG. b. Cllr D Coole summarised the vision, objectives and progress of the Community Facilities, Business & Transport WG c. Cllr N Shah summarised the vision, objectives and progress of the Environment and Countryside WG. d. Cllr Eyre stated that the Parish had signed up to the free introductory month of the Parish-On-Line mapping tool. He recommended subscribing for £100 per annum. Agreed by all.	Clk

	<p>e. Cllr Eyre outlined a meeting of the NDP SG with Dr David Nicholson to discuss a consultancy with the NDP for a fixed fee plus expenses for the following work:</p> <ul style="list-style-type: none"> <li>• Stage 1: advice on evidence requirements</li> <li>• Stage 2: preparation of SEA and HRA</li> <li>• Stage 3: preparing the draft NDP and pre-submission consultation and publicity</li> <li>• Stage 4: preparing the submission NDP and supporting Statements</li> </ul> <p>Cllr Eyre proposed that the PC fund stage 1 immediately and, subject to receipt of the Locality grant, contract for stages 2, 3 and 4 in the next FY. Seconded by Cllr Coole. Agreed by all.</p>	<b>Clk</b>																								
<b>8</b>	<p><b>Borough Councillor to provide a monthly report.</b> Cllr Stallard provided maps previously requested through Cllr Flood. He reported that the re-built Leisure Centre would open in the spring as planned on a date yet to be confirmed. He remarked on the excellent cooperation between agencies associated with managing the recent Ocado warehouse fire. The Chairman thanked Cllr Stallard who then left the meeting.</p>																									
<b>9</b>	<p><b>County Councillor to provide a monthly report</b> Cllr Gibson opened by stating that the following day there was to be a full HCC Council meeting to approve measures for the next FY. These have been heavily impacted by reduced funding from Central Government and ring fencing. The proposed precept will be raised by the maximum permitted [without a referendum] of 2.99%. He commented on the defensive response to the parish road safety letter from Highways stating that road markings at the Bawksbury Bridge /Salisbury Rd junction would be done shortly but re-iterating his view that it would be unlikely any speed restriction changes would be made despite Parish Council requests. The Parish Council is extremely disappointed with the response and discussed the merits of raising the matter at a meeting of full Council.</p> <p>Cllr Gibson announced that the library in the Chantry Centre had re-opened and now contained the Registrar's Office.</p> <p>Cllr Coole asked if HCC had considered a referendum on the budget [reply - No]. There was then some discussion about '20 is plenty' signage.</p> <p>The Chairman thanked Cllr Gibson who then left the meeting.</p>																									
<b>10</b>	<p><b>Finance:</b></p> <p>1. <b>To receive and approve the financial statement for 1<sup>st</sup> January – 31<sup>st</sup> January 2019</b> The Financial statement was presented and approved. The Chairman accordingly signed the statement. The Clerk highlighted the probable underspend predicted in the budget forecast. Cllr Coole asked that better interest earning options be examined. To be discussed with IA. The Clerk stated that the S106 grant for the height barrier had been received on 11 Mar 19.</p> <p>2. <b>Approve payments to be made.</b> The following payments were approved, and cheques signed.</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2069</td> <td>M J Hooper Ltd (Height Barrier)</td> <td>£2,826.00</td> </tr> <tr> <td>2066</td> <td>British Gas (Pavilion utility)</td> <td>£88.47</td> </tr> <tr> <td>2067</td> <td>C Emmett (Salary &amp; Expenses)</td> <td>£401.85</td> </tr> <tr> <td>2068</td> <td>(PAYE)</td> <td>£86.60</td> </tr> </tbody> </table> <p><b>Card Payments</b></p> <p><b>PV</b></p> <table border="1"> <tbody> <tr> <td>102</td> <td>Cartridge Save (Printer Ink)</td> <td>£67.54</td> </tr> <tr> <td>103</td> <td>Land Registry (Enquiry)</td> <td>£6.00</td> </tr> <tr> <td>104</td> <td>Land Registry (Enquiry)</td> <td>£6.00</td> </tr> </tbody> </table>	Cheque	Payee	Amount	2069	M J Hooper Ltd (Height Barrier)	£2,826.00	2066	British Gas (Pavilion utility)	£88.47	2067	C Emmett (Salary & Expenses)	£401.85	2068	(PAYE)	£86.60	102	Cartridge Save (Printer Ink)	£67.54	103	Land Registry (Enquiry)	£6.00	104	Land Registry (Enquiry)	£6.00	<b>Clk</b>
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<b>11</b>	<p><b>Playing Fields</b></p> <p>1. <b>To report the Monthly Monitoring of Play Park Equipment.</b> Cllr Williams reported no faults found on the equipment in AVPF. Cllr Wilson reported no faults found during his inspection of BBPF on 11 Feb 19.</p> <p>2. <b>Anna Valley Playing Field.</b> Cllr Williams commented that old weed membrane was appearing in the park in the area where old equipment had been sited. This was to be monitored and the new GM contractor asked to remove it if necessary. Cllr Lockhart stated she had noted dog faeces in the park. It was noted that this is a play area and that there is a bye-law banning dogs in the park and the NO DOGS signs are no longer evident. New signage to this effect is to be erected. Parishioners are requested to note and respect this instruction.</p> <p>3. <b>Bawksbury Bridge Playing Field</b></p> <ol style="list-style-type: none"> <li>a. Ownership of the 'jetty' had been requested by the Environment Agency. Cllr Kennedy confirmed it was a parish council item. Clerk to respond and ask that annual playground inspection includes it.</li> <li>b. Use of BBPF for May Fayre. The Council approved use for the May Fayre.</li> <li>c. Bottles floating in the brook had been reported by a parishioner. Cllr Shah stated he had a pair of waders and would try and remove any spotted.</li> </ol> <p>4. <b>Sports Field</b></p> <ol style="list-style-type: none"> <li>a. Height Barrier. Cllr Coole commented on the construction of the barrier now in place. He</li> </ol>	<p><b>CW</b></p> <p><b>Clk</b></p> <p><b>NS</b></p>																								

	<p>was holding both keys for the padlock but would give one to the Clerk.</p> <p>b. Proposal. Cllr Coole proposed to obtain quotes for improving the entrance and roadway surfaces for the field and hoped that grants could be obtained.</p>	DC
12	<p><b>Trees and Open Space</b></p> <p><b>1. Trees</b></p> <p>a. Survey. Cllr Williams reported that the survey planned for 2 Feb had been postponed due to the snow. A new date is yet to be arranged.</p> <p>b. 15 Above Town. Aster feedback received requests time (up to 2 months) to allow the GIS team to determine ownership. It was agreed to wait to ensure no liability issues were raised by any action. .</p> <p><b>2. Open Spaces</b></p> <p>a. Land Registration – Property value being assessed by Myddelton &amp; Major for use by Parker Bullen.</p> <p>b. Chalk Pit use for Fire Brigade abseil training – The Council decided that permission should not be given. Clerk to notify Fire Brigade.</p> <p>c. Grounds Maintenance. Quotes received were briefed to the Council. It was proposed that TVBC should be awarded the contract for the Sports Field and Rhys Dobbs that for the Village areas however it was noted that the Village Hall car park area was included on a repayment basis and must be acceptable to the Hall Committee. A minor adjustment of costings within the overall value quote would be permitted.</p>	<p>CW</p> <p>Clk</p> <p>Clk</p>
13	<p><b>Footpaths and Highways</b></p> <p><b>1. Cllrs to report any footpath issues.</b></p> <p>a. A Cllr had reported an issue with the footpath and overgrown hedge by Balksbury House. This had been notified by email to the owner on 28 Feb19.</p> <p>b. Letters to landowners adjacent to footpath 4 have been sent but responsibility not acknowledged. The path has however been well cut by Countryside N.</p> <p>c. Bury Hill Ring erosion. The Countryside (N) case officer currently on sick leave. Before he left he was in contact with Heritage England who would have to authorise any works. He is due back on a phased return in the coming weeks</p> <p>d. The Council has noted with appreciation that the hedges in Red Rice road and at Copthall have been cut as requested.</p> <p><b>2. Road Safety.</b> Highways feedback on speed limits on Watery Lane and Balksbury Bridge Rd/Salisbury Rd and Sam Whites Hill re-surfacing has been received indicating:</p> <p>a. Speed limits at Watery Lane and the junction Salisbury/Balksbury Hill Rd. These are unlikely to be lowered as HCC complies with DfT criteria and there is no 'higher density of directly fronting accesses, a more developed road environment, with road geometry and alignment, local features and amenities, and traffic composition all supporting a lower limit'...or ....'a casualty reduction benefit'.</p> <p>b. Sam Whites Hill was excluded from the surface dressing because it was deemed too bad to benefit however condition data of the section has not reached the point where a surface replacement is required. The Parish Council is extremely disappointed with this response and had discussed options with Cllr Gibson.</p> <p><b>3. Report any street lighting issues</b> Nil notified.</p>	
14	<p><b>External Committees and Events</b></p> <p><b>1 Report on changes to the website</b></p> <p>a. Password change on user accounts @upperclatford. The provider believes it works but has offered to do it for users. This option was not acceptable. The Clerk cannot make it work and asked Cllrs to test it.</p> <p>b. Various notices and events published on the website</p> <p><b>2 Cllr Mrs Kennedy to report of upcoming events at the Village Hall.</b> Cllr Kennedy reported on the up coming events, the film on Mon 18 Feb 19 and the play Title and Deed by Will Eno performed by Farnham Maltings, a professional troupe, on Sat 9 Mar 19. The Chairmen encouraged all to support, noting that plays by the Farnham Maltings had been excellent in the past.</p> <p><b>3 Cllrs to report on other meetings</b> Cllr Lockhart reported on the CPRE 'More, Better Faster' the future of planning meeting attended by herself and a member of the Built Environment WG which was found informative to the NDP work.</p>	Clrs
16	<p><b>Correspondence and E mail</b></p> <p>1. 9 Jan. Cllr Flood. TVBC Review of Traffic and Parking Restrictions consultation letter</p> <p>2. 9 Jan. TVBC. Minutes - Northern Area Planning Committee - 3 January 2019</p> <p>3. 10 Jan. HALC. An Introduction to Inspection &amp; Maintenance of Children's Play area course 28 Mar 19 at £60. Copied to AW, CW. Course full before bid submitted 21Jan 19.</p> <p>4. 14 Jan. Beverly Harding-Rennie. Rural Affordable Housing in Upper Clatford. To NDP SG</p> <p>5. 14 Jan. Internal Auditor. Update on External Audit and common issues 2018/9. Sent to Fin</p>	

	<p>Committee.</p> <ol style="list-style-type: none"> <li>6. 15 Jan. Came &amp; Co. Stackhouse Poland will be acquired by Arthur J Gallagher &amp; Co. Came &amp; Company Local Council Insurance is a trading style of Stackhouse Poland. No change for cover.</li> <li>7. 15 Jan. HALC. Newsletter. Copied to all Cllrs</li> <li>8. 19 Jan. Parishioner. Balksbury House - Garage replacement plans. Copied to Planning Committee</li> <li>9. 21 Jan. ANT Structures. Notification of amendment to rent standing order and arrears payment.</li> <li>10. 21 Jan. Parishioner. Footpath and hedge by Balksbury House. Hedge cut requested by email.</li> <li>11. 21 Jan. P Clerk to HCC Highways re Safety on Parish roads (Watery Lane speed, Balksbury Bridge Rd/Salisbury Rd speed, Sam Whites Hill surfacing and dangerous wall)</li> <li>12. 22 Jan. Landowner letter 16 Jan. Footpath 4 not owned.</li> <li>13. 22 Jan. HALC. Guidance Note - Accessibility Regulations Website and Mobile Applications. Must comply and produce Accessibility Statement by 23 Sep 20. Passed to Hugo Fox and further guidance sought.</li> <li>14. 23 Jan. TVBC. Fly tipping campaign. Poster on website 4 Feb.</li> <li>15. 24 Jan. Hants Police. Neighbourhood Watch rural area coordinator wanted! Posted on website Neighbourhood Watch page</li> <li>16. 25 Jan. TVBC. Parish Council Elections - Thursday 2 May 2019. Sent to Cllrs and draft for website (events)</li> <li>17. 26 Jan. Parishioner (GM). Letter re Chalk Pit Lane use for abseiling training</li> <li>18. 28 Jan. HALC. <a href="#">Hampshire ALC 2019 Annual Conference</a> being held on 13<sup>th</sup> March 2019 at Hilton – Ageas Bowl, West End SO30 3XH. Copied to Cllrs</li> <li>19. 29 Jan. HALC. Parishes in Bloom Competition.</li> <li>20. 30 Jan. TVBC. Minutes - Council 23.01.19 and Northern Area Planning Committee 24 Jan 19. Copied to Cllrs due to items on GC NDP and Cil grants.</li> <li>21. 2 Feb. Parishioner copy of objection to planning application 19/00181/FULLN Poplar Vale</li> </ol>	
16	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 13<sup>th</sup> March 2019</b></p> <ul style="list-style-type: none"> <li>• This will also be the date of the Annual Parish Meeting</li> </ul>	

**Meeting Closed at 9:42 pm**