

UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 11TH MARCH 2020
AT 7.30 PM IN THE KING EDWARD VII MEMORIAL HALL

Present:	Parish Cllrs P Heslop (Chairman), R Bennett, D Coole, C C Eyre, H Folkard-Tapp, S Kennedy, A Lockhart, C Williams, TVBC Cllr M Flood Minutes: C Emmett Parish Clerk
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1.	Apologies for Absence Cllr A Gibson, Cllr N Shah, Cllr Wilson	
2.	To receive and accept declarations of interest Nil	
3.	Public Participation 1 x Observing Cllr from TVBC attended .	
4.	To approve the minutes of the Parish Council Meeting held on 13th February 2020 Following an amendment had been made to remove Cllr Flood from the list of attendees, Cllrs approved the minutes. The Chairman signed to signify approval.	
5.	<p>To receive the Clerk's progress report since the meeting held on 13th February 2020</p> <p>Jan 20 - 13.2.a. Amend Commons Registration. Ongoing</p> <p>Jan 20 - 17.2. Illuminated Speed Warning sign – order. Quotes sought. Order placed 19/2 Complete</p> <p>Item</p> <p>6. Watery Lane – Potential Unauthorised Use. Contact S Water regarding planning status of the field. Complete. Planning authority not required</p> <p>6. Watery Lane – Potential Unauthorised Use. Confirm what TPOs exist in the area. Email to TVBC 18/2 Pending</p> <p>7. NDP. Circulate NDP package from DJN on receipt and print copy of Consultation Statement for Cllr SK. Complete</p> <p>7. NDP Budget. Adjust budget to reflect funding line of £2338.00. Complete</p> <p>8. TVBC Cllr Grant. Prep grant request for Speed Indicator Device and advise UCYFC of possible grant for defibrillator if requested. Not actioned</p> <p>10. Finance. Adjust budget lines for Playing fields and Insurance as approved virement. Complete</p> <p>10. Prepare S 137 Grant for £50 to All Saints Flower Festival Complete</p> <p>11. Sports field. Order pedestrian gate work. Complete</p> <p>11.4 Sports field. Cllr Shah to inform UCYFC of probable defib availability from Jamie G Trust. Complete (Club has received one from the Trust)</p> <p>12.1.b. Clarify land extent owned by Highways at Red Rice Rd, The Green. Pending</p> <p>12.1.b. Seek clearance of storm debris from The Green. Complete</p> <p>12.1.b. Tree re-inspection to be ordered for The Green plus high-risk areas of White Oak Way and top of Brook Way. Email SS 20/2. Complete.</p> <p>12.2. Brook Way Bottom. Accept clearance quote from Rhys Dobbs. Complete</p> <p>12.2. GM quotes. Liaise with Enham (Village areas) & TVBC (sports field) re acceptance of part quotes. Accepted by both. Complete</p> <p>13.1. Request Highways repaint footpath lines at Balksbury Bridge. Rep No 21487867. Complete</p> <p>13.2. Report obscured 30 mph sign on Red Rice Rd and recommend re-siting. Rep No 21488140. Highways state, 'As it does not present a hazard to highway users it does not require action at this time' Complete</p> <p>13.2 Report missing weight restriction sign at village end of Watery Lane. Rep No 21488134. Complete</p> <p>16.2.b. Submit Asset of Community Value application for the Crook & Shears and field in Watery Lane. Complete A decision must be made within 8 weeks of the date of the application (25 February 2020) and thus the due date for a decision by TVBC is 21 April 2020.</p> <p>16.2.e. Apply to SSE for 'Resilience Pack' of light sticks for Cllrs to hold. Complete 21/2 Not available. Suggest an application is made for Resilience funding to purchase items.</p> <p>16.2.e Cllr SK to ask VH Committee what resilience plans it has for use of Village Hall.</p> <p>17. Invite local police to give update to Village Meeting on 11 Mar. Complete.</p>	Cllk
6.	<p>Planning</p> <p>1. Planning sub-committee to report on applications:</p> <p>a. 20/00368/FULLN Raglans Foundry Rd. Single storey rear extension. No objection to be submitted.</p> <p>b. 20/00281/FULLN Wisteria Cottage, U Clatford. Addition of a bay and single storey extension. Planning Committee majority recommendation - No objection. Agreed</p> <p>c. 20/00448/TREEN Wisteria Cottage UC. Fell 1 x Ash, 3 x Conifer, 1 x Conifer hedge: Re-plant with minimum of 9 nursery sized trees (unspecified) – Planning (Trees) Sub-Committee recommended No objection. Following discussion, the conservation area and possibility of asking for a TPO, the Clerk was requested to submit a comment expressing concern that there was no reason given for the felling of these trees and replacement by type, although it is understood the Ash is suffering from die-back.</p>	

	<p>d. 20/00288/FULLN Wressle Cottage. Erection timber garden shed. Planning Committee (less Cllr Shah) recommend no objection. Agreed.</p> <p>e. 20/00551/FULLN 18 Brook Way. Extension – The Clerk advised that this was newly on circulation</p> <p>2. Updates.</p> <p>a. Dorset House play equipment has been removed.</p> <p>b. Cllr Shah had raised an enquiry with TVBC regarding the large number of pheasant/partridge rearing pens and staff mobile home in a field SW of Farleigh School.</p>	
7.	<p>Neighbourhood Development Plan Steering Group Report.</p> <p>1. Discussion and approval of Submission Draft, Consultation Statement and Basic Conditions Statement. Cllr Eyre summarised actions and amendments, noting reference to flooding in view of the recent storms. He stated that once it had been approved and submitted to the Planning Authority, the status of the document changed, and it carried more weight in planning matters.</p> <p>Proposal: That the following documents be submitted to TVBC for scrutiny, Regulation 16 action and submission to the Examiner:</p> <ul style="list-style-type: none"> • Upper Clatford Submission draft NDP v2 • Upper Clatford NDP BSC v2 • Upper Clatford NDP Consultation Statement • UC Response Log v3 - anonymised <p>Resolved</p> <p>2. The Chairman thanked all for a remarkable achievement.</p>	CIK
8.	<p>Borough Councillor to provide a monthly report Cllr Flood stated:</p> <ol style="list-style-type: none"> 1. TVBC budget had been approved on 26 Feb 20 2. A free lettings management service was now being offered by TVBC to private landlords prepared to let to 'those in need' 3. Andover Town Centre redevelopment planning is ongoing and will be featured on Andover Radio at 8pm on Mon 16 Feb 20. 4. An Artisan Market will be held in Andover on Sun 15 Mar 20. 5. Family craft activities are being organised for Mothering Sunday 6. Funding is still available for grants, but time is limited. She also warned that the new application process was reported by some to be more difficult to complete. 	
9.	<p>County Councillor to provide a monthly report Due to planned absence Cllr Gibson had submitted a written report. Highlights are:</p> <ol style="list-style-type: none"> 1. Hampshire's Highways has been battling over the last month to stop flooding and the rising Ground Water issue. 2. Incinerator. Wheelabrator have decided not to proceed with the Incinerator at Longparish on the A303. 3. Hampshire Facts and Figures. 4. Budget (2020-21) includes spending £2.1 billion on delivering important public services 1.3 million residents during the next financial year. One-off investment is pledged for tackling climate change (up to £2 million) and an extra £2 million each year for fixing potholes, with an additional £3 million for 2020/21. This is on top of the £10 million spent annually on Operation Resilience - the long-term strategy to ensure Hampshire's road network is more resilient to the impact of heavy traffic and worsening winters. 5. Social care pressures top the list of priorities with number of people aged 75+ in Hampshire increasing by almost a third over the next few years. The County Council agreed a 3.99% increase in the council tax precept from 1 April 2020 – of which 2% is specifically for adult social care. Hampshire is still the 2nd lowest council tax of all counties in England 6. HCC propose major investment in Hampshire's economy, jobs and the quality of the environment - with projects totalling £386.5 million over the next three years. 7. Schemes include: <ol style="list-style-type: none"> a. £94.8 million for new and extended school buildings with 19,100 new school places by Sep 23 b. £115.8 million for structural maintenance and improvement of roads and bridges. c. £830,000 to deal with the impact of ash die back disease d. £3.2m LED Street lighting replacement scheme e. £45.8 million for integrated transport schemes including over £10 million specifically focused on walking and cycling improvements. 8. The 2050 Hampshire Commission of Enquiry placed climate change and the environment as its top priority. In the budget HCC pledged £2m towards climate change measures. HCC is aware its greatest leadership and influence will be achieved by working in partnership with the District, City and Parish Councils, businesses and communities. At a household level HCC is supporting the 	

	<p>county-wide Greening Campaign -this aims to find simple solutions around reducing and measuring power consumption, insulating housing stock, reducing water usage, sourcing local food, community travel and renewable energy schemes. Parish representatives will be invited to attend our regular climate change briefing events.</p> <p>9. Public Health -Coronavirus (Covid-19) Hampshire County Council continues to keep a close watch. Latest information and guidance on gov.uk/coronavirus.</p> <p>10. Schools 2019 GCSE performance statistics confirmed that Hampshire pupils continue to perform better than their peers nationally at the end of year 11 along with over 90% of our schools being judged as good or outstanding by Ofsted.</p> <p>11. Councillor Grants The scheme is now closed until 1st June.</p>																																					
10.	<p>Finance:</p> <p>1. To receive and approve the financial statement for 1 February – 29 February 2020. Approved and signed by the Chairman.</p> <p>2. Approve payments to be made.</p> <table border="0" data-bbox="384 544 1390 1070"> <thead> <tr> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>CPRE (Membership)</td> <td>£36.00</td> </tr> <tr> <td>SJ Stephens (Tree Survey)</td> <td>£570.00</td> </tr> <tr> <td>GeoXphere (Parish on Line)</td> <td>£120.00</td> </tr> <tr> <td>DJN Planning Ltd (NDP 50% Task 3 +)</td> <td>£1,800.00</td> </tr> <tr> <td>All Saints' PCC (Flower Festival)</td> <td>£50.00</td> </tr> <tr> <td>R Whitmarsh (Sports Field Gate)</td> <td>£625.39</td> </tr> <tr> <td>R Whitmarsh (AVPF Goal)</td> <td>£395.00 (with turf)</td> </tr> <tr> <td>Leander (S Hopkins Plaque)</td> <td>£370.80</td> </tr> <tr> <td>Elancity (SID)</td> <td>£2,331.08</td> </tr> <tr> <td>Dale Valley Training (Tree survey cse Cllr RB)</td> <td>£204.00</td> </tr> <tr> <td>C Emmett (Salary & Exp)</td> <td>£490.51</td> </tr> <tr> <td>HMRC (PAYE)</td> <td>£117.80</td> </tr> <tr> <td>Rhys Dobbs (Clear BWB)</td> <td>£425.00 (subject to further clearance)</td> </tr> <tr> <td>TVBC (Sports Field)</td> <td>£401.54</td> </tr> <tr> <td>TVBC (Bins) (quote was £1380 – authority to pay by card when invoice agreed)</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL £7,535.58</td> </tr> <tr> <td>Card Payment - HM Land Registry</td> <td>£6.00</td> </tr> </tbody> </table> <p>Cllr Lockhart had booked and proposed to self-fund. This was considered inappropriate and would be refunded by the Parish Council</p> <p>3. Solar Farm The Chairman stated he had not heard back and had sent a further letter. It was suggested that a recorded letter to Equitex, possibly with specified projects, may be a necessary hastener. It was noted that equipment life is greater than expected and applications to extend the life of solar farms can be expected.</p> <p>4. Audit – IA agreed for Tue 28 Apr 20 for internal audit. The PC normally approves sects 1 & 2 at the May meeting (13 May 20) and this is acceptable to the IA. Prior to that the council needs to conduct the Governance Review which is normally done by circulations of Standing Orders, Financial Regulations and Risk Management Policy for approval (subject to amendments) at the Apr meeting. Clerk to circulate:</p>	Payee	Amount	CPRE (Membership)	£36.00	SJ Stephens (Tree Survey)	£570.00	GeoXphere (Parish on Line)	£120.00	DJN Planning Ltd (NDP 50% Task 3 +)	£1,800.00	All Saints' PCC (Flower Festival)	£50.00	R Whitmarsh (Sports Field Gate)	£625.39	R Whitmarsh (AVPF Goal)	£395.00 (with turf)	Leander (S Hopkins Plaque)	£370.80	Elancity (SID)	£2,331.08	Dale Valley Training (Tree survey cse Cllr RB)	£204.00	C Emmett (Salary & Exp)	£490.51	HMRC (PAYE)	£117.80	Rhys Dobbs (Clear BWB)	£425.00 (subject to further clearance)	TVBC (Sports Field)	£401.54	TVBC (Bins) (quote was £1380 – authority to pay by card when invoice agreed)			TOTAL £7,535.58	Card Payment - HM Land Registry	£6.00	Cik
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11.	<p>Playing Fields</p> <p>1. To report the Monthly Monitoring of Play Park Equipment.</p> <p>a. BBPF - Cllr Wilson reported by email</p> <p>i. Checked BBPF 10 Feb 20 and has been keeping regular weekly inspections due to the storms. Equipment all ok including dipping platform.</p> <p>ii. Grass is growing but ground to soft to cut yet.</p> <p>b. AVPF – Cllr Williams reported all serviceable.</p> <p>2. Anna Valley Playing Field (AVPF)</p> <p>a. Goal area to be levelled and turfed (rather than seeded)</p> <p>3. Balksbury Bridge Playing Field (BBPF)</p> <p>a. Cllr Shah had written to thank to all for the BBPF hedging effort. A double row not quite achieved, and gaps exist due to the underlying concrete base. Cllr Bennett proposed to remove these with power tools. Agreed. More hedging will be needed to complete the hedge run. Council approved option 2: Purchase of 50 plants and spiral guards, cost approximately £64.</p> <p>b. May Fayre 11 May. Formal request to use BBPF was agreed. The new GM Contractor had been notified.</p> <p>4. Sports Field</p> <p>a. New pedestrian gate now in place</p> <p>b. UCYFC. Request to use sports field for home games into May 20 due to weather related</p>	NS																																				

	<p>postponements. Agreed.</p> <p>c. Additional Trees. As part of a 'greening campaign', it was suggested that more trees might be planted at the sports field. It was suggested that this might become a Community Challenge Project worth advertising at the May Fayre. Agreed.</p>	
12.	<p>Trees and Open Space</p> <p>a. Trees. The tree surveyor completed an inspection on Wed 25 Feb 20 of The Green, White Oak Way and top of Brook Way. Report received shortly before the meeting. Recommendations to be considered at next meeting with safety recommendations being the priority. Ownership of the trees on the Green is to be clarified. It was also suggested that many trees in the parish were being choked by ivy which should be cleared</p> <p>2. Open Spaces</p> <p>a. Above Town. Cllr Bennett recommended that the area by the footpath in Above Town needed clearing-up and recommended that Aster be contacted if responsible for that area.</p> <p>b. Watery Lane Fields. Cllr Bennett gave an update on liaison with TVBC and permitted planning rights. There are few due to the small area of the plot. It was suggested that lessons might be learned by contacting Councils in other areas where sites have been occupied or developed improperly Cllrs Shah & F-T have accepted invite from Mr G Dawson to visit his water meadow and start on a SINC application.</p>	<p>CW Cik</p> <p>Cik</p>
13.	<p>Footpaths and Highways</p> <p>1. Cllrs to report any footpath issues.</p> <p>a. Footpath 2. Cllr Eyre reports fence on path 2 has now been re-erected. Cllr Bennett reported that at the start of the footpath there was a fallen clematis that need clearing. Clerk to write to Home Farm.</p> <p>b. From Path 3 to Valley Mead. Hedgerow is overgrown and badly narrowing path. Clerk to contact adjacent property holder.</p> <p>2. Road Safety Submission to use a SID was to be made following identification of post positions by the Chairman and Clerk.</p> <p>3. Cllrs to report any street lighting issues Nil reported.</p>	<p>Cik</p> <p>Cik PH</p>
14.	<p>External Committees and Events</p> <p>1. Report on changes to the website Nothing reported.</p> <p>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall. See Village Hall website.</p> <p>3. Cllrs to report on other meetings</p> <p>a. Cllr Shah attended the Rural Action Planning event in Longparish. Main subjects were:</p> <p>i. NDP planning (Chilbolton didn't use a consultant, started in 2014 and just a few weeks ahead of where we are!),</p> <p>ii. Co-ordinated action to protect flood plains,</p> <p>iii. Downsizing of rural buses to mini buses. •</p> <p>iv. A central CIL fund is available and they'd be interested to hear any proposal for purchase/eorestoration of Local Gap or LGS land. Applications from April-Jul • Andrew Pilley is our Engagement Officer and can co-ordinate and assist with any community planning.</p> <p>b. TVAPTC - Meeting 27 February. Cllr Coole had attended and gave an update. Minutes will be circulated to Cllrs.</p>	<p>Cik</p>
15.	<p>Correspondence and E mail. Clerk to report</p> <p>1. 2 Feb. HALC. Lobby Day Introductory Letter. Copied to Chairman.</p> <p>2. 12 Feb. Andover & Villages Neighbourhood Watch. County Lines Dealer Jailed For Drugs Supply Offences Following Arrest In Andover 12/02/2020 16:20:2. Post on website.</p> <p>3. 13 Feb. Carpenter via website. Seeking PC premises or local barn as workshop.</p> <p>4. 15 Feb. CPRE. Membership renewal.</p> <p>5. 18 Feb. Parishioner. Tankers at end of Foundry Rd/A343.</p> <p>6. 18 Feb. Parishioner. Notice for website about drain clearance at Village Hall</p> <p>7. 19 Feb. Charity. Funded Physical Activity Opportunity. Posted to website</p> <p>8. 18 Feb. TVBC. Invitation to Hampshire Homes Hub Launch 24 Mar 20</p> <p>9. 20 Feb. Barton Stacey PC. Wheelabrator Harewood Waste-to-Energy Facility has been withdrawn by the developer. Copied to Cllrs</p> <p>10. 20 Feb. Davies Estate Planning Ltd via website. Offer of presentation re Wills and Powers of Attorney. Copied to WI.</p> <p>11. 21 Feb. TVBC & Cllr MF. Groundwater levels in Test Valley catchments</p> <p>12. 21 Feb. S Water Developments. Agricultural Supply Connection - Watery Lane</p> <p>13. 27 Feb. Sports & Play Consulting. Public Procurement and a new playground or sports facility</p> <p>14. 28 Feb. TVBC. CRTB on freehold & leasehold.</p> <p>15. 28 Feb. HCC Legal. Commons Registration / Village Greens</p> <p>16. 28 Feb. Test Valley Police. RE: Parish Meeting 11 Mar 20 - Request for Local Police Briefing</p> <p>17. 28 Feb. Elancity. Imminent despatch of your Evolis device. Copied to Chairman</p>	

	<p>18. 29 Feb. TVBC. Dog Bin quote for 2020/21</p> <p>19. 29 Feb. Locality. Share your neighbourhood planning knowledge. Copied to NS & CCE</p> <p>20. 1 Mar. Parish-on-Line. Renewal Invoice</p> <p>21. 2 Mar. DJN. 2 x NDP Email and Invoice. Mail copied to Cllrs not on distr.</p> <p>22. 2 Mar. CPRE. CPRE Hampshire at a FREE half day workshop Influencing your Local Plan. Getting the Best / Stopping the Worst On Friday 17 th April</p> <p>23. 3 Mar. HALC. Dale Valley Training Course Information: Lantra Awards Basic Tree Survey & Inspection Course - 22nd April 2020</p> <p>24. 4 Mar. TVBC. Test Valley Community Resilience Workshop - Saturday 18th April 2020 in Wallops Parish Hall.</p> <p>25. 4 Mar. Local Council Support (HCC Legal). Commons Registration / Village Greens.</p> <p>26. 5 Mar. May Fayre. Use of BBPF 9 May request.</p> <p>27. 6 Mar. UCYFC. Request to use sports field for home games into May 20. Agreed.</p> <p>28. 9 Mar. DJN Ltd. Upper Clatford NDP - revised submission documents</p> <p>29. 9 Mar. HMRC. Employment Allowance reform. Changes from Apr 20.</p> <p>30. 9 Mar. HALC. NALC Spring Conference 2020 Postponed</p>	
16.	<p>Community Actions/Projects</p> <p>1. Stephen Hopkins Plaque. Received and held by Cllr Kennedy. Cllr Heslop to agree date for fitting.</p> <p>2. Speed Indicator Device. Received. Cllr Heslop and Clerk to agree post locations on the ground prior to application to HCC and grant applications to HCC and TVBC.</p> <p>3. Corona Virus.</p> <p>a. Support Group. A draft letter detailing proposals for a voluntary register of vulnerable people and responders/supports had been circulated prior to the meeting. It was agreed that a support group be formed in order to coordinate support to community members requiring assistance in the wake of COVID-19 isolation measures.</p> <p>b. Parish Council Resilience Mechanisms. Should the council not be able to meet as a quorum the following temporary measures were proposed and agreed:</p> <p>i. Approval of Bill payments – Agreement by email of a majority.</p> <p>ii. Payment – Card to be used whenever possible for approved payments. Cheques for remaining items.</p> <p>iii. Tender & Approval of Works. Joint authority delegated to Clerk and Chairman.</p> <p>iv. Approval of Governance documents (due at Apr meeting). By email majority.</p> <p>v. Approval of Annual Accounting & Governance statement. By email majority approval.</p>	PH Cik
17.	<p>Councillors to request any items to be included within the agenda for the Parish Council Meeting to be held Wednesday 8th April 2020</p>	

Meeting Closed at 10.17pm