

UPPER CLATFORD PARISH COUNCIL
 MINUTES FROM THE (VIRTUAL) ANNUAL MEETING OF THE PARISH COUNCIL
 HELD ON WEDNESDAY 10TH MARCH 2021
 AT 7.30 PM OVER ZOOM
 FOLLOWING THE APM

MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING

Present:	Parish Cllrs P Heslop (Chairman) R Bennett, D Coole, C Eyre, H Folkard-Tapp, S Kennedy, N Shah, C Williams, A Wilson, TVBC Cllr M Flood, HCC Cllr A Gibson Minutes – C Emmett, Parish Clerk
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1	Apologies for Absence A Lockhart	
2	To receive and accept declarations of interest Cllr Shah declared an interest in item 6	
3	Public Participation There were no members of the public attending.	
4	To approve the minutes from the (virtual) Meeting held on 10th February 2021 Cllr Eyre proposed the acceptance of the minutes, seconded by Cllr Williams and agreed by all.	
5	<p>To receive the Clerk’s progress report since the meeting held on 10th February 2021</p> <p>Item 4. Amend Jan 21 Minutes. Complete and signed by Chair</p> <p>Item 10. Chairman to contact Cllr Gibson re Clatford footpaths lead. Complete</p> <p>Item 12.3.b. BBPF Memorial Tree. Clerk to respond. Complete</p> <p>Item 12.4.c Sports Field Trackway. Cllr Coole hopes to discuss a specification with the Clerk later in the month. Pending</p> <p>Item 14.1.b. All consider ways of discouraging littering. Pending discussion 10 Mar 21 at Item 13</p> <p>Item 14.2.c. Twenty is Plenty. Cllr Bennett to comment and consider possible locations. Pending Item 14</p> <p>Item 17.2. Water Quality Monitoring. Clerk was requested to ask SW to arrange a briefing for Cllrs Heslop and F-Tapp. Complete</p> <p>Item 17.4. Rural Community Energy Fund. CCE to examine further Pending Item 17.4</p> <p>Item 18. Invite local police to present at APM. Complete</p> <p>Subsequent Tasks</p> <p>1. Obtain quotes for removal of distressed stem growth on base of tree, The Green. 3 x quotes requested 19/2. 2 received. Complete</p> <p>2. Obtain confirmation from TVBC about Ash Dieback at BWB (submit planning application to remove) and obtain 3 quotes. Complete (1 x no bid)</p> <p>3. Green Waste Above Town – Ask Aster to clear. Complete</p>	
6	<p>Planning –</p> <p>1. Planning Committee to report on applications</p> <p>a. 221/00378/TPON T1 Chestnut reduce crown by up to 3m, T2 Chestnut, reduce crown and diameter by u to 3 m. Windmill Gate. No objection raised.</p> <p>b. 21/00376/TREEN T1 Unknown species – Fell. 6 Bury Hill Farm. Approval notice has been issued.</p> <p>c. 21/00534/TPON T1 - Ash - Fell Land Adjacent To Redlynch Foundry Road Anna Valley. Application submitted on behalf of Parish Council due to ADB. Notice period runs until 16 Mar 21. No further submission required.</p> <p>d. 21/00562/FULLN Copthall Cottage. Replacement windows and doors and external render. The Planning Committee recommended submitting a No Objection to TVBC. Agreed.</p>	Cllk
7	Neighbourhood Development Plan Steering Group Report Cllr Eyre stated that the Referendum on the Plan would be held on 6 May 21 and confirmed that the public and parish council members, including Cllr Coole provided he did not use TVBC resources, could campaign in support of the plan. He directed all to his comments made at the APM preceding this meeting.	
8	Covid-19 Support (Group) Committee Cllr Bennett stated he had nothing further to add to the comments made at the APM. Cllr Eyre asked if the COVID-19 banners should come down now. It was agreed they should remain in place until COVID Roadmap Step 2.	
9	<p>Borough Councillor to provide a monthly report</p> <p>1. Cllr Flood reported had submitted a report to Cllrs prior to the meeting but made the following points:</p> <p>a. Elections 6 May 21. Registration for postal or proxy votes closes on 20 Apr 21.</p> <p>b. Business Support Grants. The period for grants has been extended. See https://testvalley.gov.uk/coronavirus-covid-19/advice-and-support-for-businesses/covid-19-national-lockdown-business-grant-schemes</p> <p>c. New Flexible Office Space for Andover. In conjunction with IncuHive, TVBC is creating a modern, co-working, desk rental facility on the fourth and fifth floors of Chantry House which should be available within the next two months. It is aimed at small businesses, start-ups and individuals currently work from home.</p> <p>d. Strategic Housing and Economic Land Availability Assessment (SHELAA). TVBC will be starting the periodic review shortly. Land identified to TVBC does not imply the Council would</p>	

	<p>necessarily grant planning permission. A Cllr asked if the Parish Council could make a submission. Cllr Flood agreed to check on this.</p> <p>2. Cllr Coole said for the sake of brevity he would not add further comment.</p>																															
10	<p>County Councillor to provide a monthly report Cllr Gibson had submitted his monthly report to Cllrs by email and made the following points:</p> <ol style="list-style-type: none"> 1. Council Tax would be increasing by 4.99% of which 3% is for adults' social care – a Government request. 2. Over £1m made in grants to voluntary groups to support children and young people with disabilities. 3. Fly Tipping – Always report it and ensure you use licensed companies to remove your own waste. 4. HCC to seek New CE this year. 5. Solar Community Benefit. He agreed to ask HCC Legal dept to look at the case. Cllr Heslop agreed to send him the background papers. 6. Rural Policing. Having lobbied the P&CC Hampshire, he was pleased to see the proposed increases in local police numbers. 7. Proposed Clatford Footpath. Cllr Gibson has made a request to meet Highways and discuss the proposed footpath. <p>The Chairman thanked both Cllrs Flood and Gibson who then left the meeting.</p>																															
11	<p>Finance:</p> <ol style="list-style-type: none"> 1. To receive and approve the financial statement for 1 February 2021 – 28 February 2021 Acceptance was proposed by Cllr Bennett, seconded by Cllr Williams and agreed by all. 2. To approve payments to be made <table border="0"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>CPRE (Membership)</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>Alpha Glazing</td> <td style="text-align: right;">£1539.26</td> </tr> <tr> <td>GeoXphere (Parish Online Maps)</td> <td style="text-align: right;">£120.00</td> </tr> <tr> <td>C Emmett (Salary & Overtime)</td> <td style="text-align: right;">£488.63</td> </tr> <tr> <td>HMRC (PAYE)</td> <td style="text-align: right;">£119.60</td> </tr> <tr> <td>DJN Planning Ltd</td> <td style="text-align: right;">£240.00</td> </tr> <tr> <td colspan="2">Payments Made Since Last Meeting</td> </tr> <tr> <td>TESCO (Stationery - 5/3/21)</td> <td style="text-align: right;">£42.85</td> </tr> <tr> <td>Zoom (Sub 1/3/21)</td> <td style="text-align: right;">£14.39</td> </tr> <tr> <td colspan="2">Authority Sought to Pay expected in Year Invoices on receipt by Bacs</td> </tr> <tr> <td>TVBC (GM Oct 20 - Mar 21 Village)</td> <td style="text-align: right;">£4,019.05</td> </tr> <tr> <td>Trees (Clear BWB, Fell Ash & growth)</td> <td style="text-align: right;">£3,463.50</td> </tr> <tr> <td>TVBC (Dog Bins)</td> <td style="text-align: right;">£1,380.00</td> </tr> <tr> <td>TVBC (GM Oct 20 - Mar 21 Sports F)</td> <td style="text-align: right;">£941.86</td> </tr> </tbody> </table> <p>Proposed by Cllr Wilson, seconded by Cllr Coole and agreed by all.</p> <ol style="list-style-type: none"> 3. Solar Farm – Community Funding <ol style="list-style-type: none"> a. Meeting with K Malthouse MP. Cllr Heslop reported on a zoom meeting held with K Malthouse MP who had agreed to seek the views of the developers for balance, having seen the Parish Council's view on the matter. b. Draft Particulars of Claim – The Chairman thanked the Cllr who had commented and asked if there were further observations in this forum. No further comments were raised here. c. Meeting with GC PC. Cllrs Heslop and Eyre met (over zoom) with members of Goodworth Clatford PC on 8 Mar 21 to update them on progress in-confidence and to look to adding a GC PC member to the Working Group. d. FOI follow-up still awaited – On 8 Mar TVBC (FOI Planning) emailed to acknowledge receipt of the Council's additional questions sent on 26 Feb 21 and stated that a response would be sent within the next 7 working days. 	Payee	Amount	CPRE (Membership)	£36.00	Alpha Glazing	£1539.26	GeoXphere (Parish Online Maps)	£120.00	C Emmett (Salary & Overtime)	£488.63	HMRC (PAYE)	£119.60	DJN Planning Ltd	£240.00	Payments Made Since Last Meeting		TESCO (Stationery - 5/3/21)	£42.85	Zoom (Sub 1/3/21)	£14.39	Authority Sought to Pay expected in Year Invoices on receipt by Bacs		TVBC (GM Oct 20 - Mar 21 Village)	£4,019.05	Trees (Clear BWB, Fell Ash & growth)	£3,463.50	TVBC (Dog Bins)	£1,380.00	TVBC (GM Oct 20 - Mar 21 Sports F)	£941.86	
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12	<p>Playing Fields</p> <ol style="list-style-type: none"> 1. To report the Monthly Monitoring of Play Equipment <ol style="list-style-type: none"> a. Cllr Williams confirmed that she had checked the AVPF equipment on 5 Mar 21 and that all was serviceable. b. Cllr Wilson had inspected BBPF on 8 Mar 21 and reported all equipment was OK but that there was considerable wear on the grass surrounds. He felt that the wetpour surfaces had come through the winter in good condition and would probably not need any replacing in the coming year. 2. Anna Valley Playing Field. <ol style="list-style-type: none"> a. Insurance liability for personal trainer. Cllr Williams noted that one-to-one fitness training was regularly taking park on the tarmac area and was concerned about injury liability. The Clerk was asked to speak to the trainer and establish if she was doing this professionally and had such cover 	Cllk																														

	<p>3. Balksbury Bridge Playing Field</p> <ul style="list-style-type: none"> a. May Fayre. This will now take place on 26 Jun 21. The Chairman asked the Clerk to inform TVBC to ensure a suitable grass cutting schedule. b. Abandoned Coat. A coat has been left in the park for some months now, hanging in various places. If not removed it is to be put in the bin. c. Hedge Saplings. It was noted that Goodworth Clatford had some surplus saplings available at no cost. It was agreed that Cllr Shah would obtain a few to replace any that had failed in the hedge planted last year. <p>4. Sports Field</p> <ul style="list-style-type: none"> a. Double Glazing. This has now been completed and sealant applied to base of doors 9 Mar. The contractor had replaced the pane broken during the fitting process. b. Utilities Charges at the Pavilion. The Clerk has been approached by Bionic, a cost comparison site recommending a change of supplier for Electricity to EDF to make savings on the standing charge. This was an unsolicited recommendation and involves a change of supplier and loss of possible SMART metering. This was not accepted but the Clerk was requested to seek alternatives from our current supplier. c. Trackway. Cllr Coole stated he was finalising the requirement which should allow liaison regarding cost share and tendering on the various sections. 	NS
13	<p>Trees and Open Space</p> <p>1. Property Purchase WG Report (To be taken 'in camera') There was no report for discussion on this matter.</p> <p>2. Other Matters.</p> <ul style="list-style-type: none"> a. Brook Way Bottom <ul style="list-style-type: none"> i. Underplanting. Cllr Folkard-Tapp recommended purchasing plugs/plants in the green and seeds to underplant the area now that the weather and lockdown rules were due to improve. She suggested purchasing 2 or 3 lots at £65 each. This was agreed in principle however it was noted that a cherry-picker would be used to remove the Ash tree (if permission is granted) and work should take place after that. It was also suggested the Council might approach residents to do the planting or that the Conservation Group might take on the task on Sat 3 Apr 21. Clerk to liaise with Tree Surgeon and TVBC regarding dates. ii. Tree Works. Proposal to remove Ash due to ADB and trim Breech (both covered by TPO). <ul style="list-style-type: none"> (a) Ash. A planning application notice has been published to remove the Ash. The notice period ends on 16 Mar 21. Quotes had been circulated prior to the meeting and it was agreed to accept that from Groundlord. (b) Beech. Consideration is being given to trimming the beech in the area to stop it overhanging adjacent property although risks are mitigated by surveys and insurance, One of the adjacent householders has indicated a willingness to pay a third of costs. No decision was made. b. The Green. Quotes to remove epicormic growth on a lime at The Green had been circulated. It was agreed to accept that from J King. Clerk to order work. <ul style="list-style-type: none"> a. Top Brook Way, Overhanging Trees and Green Waste. A Complaint suggesting gutter fouling from trees and fire risk posed by dumped green waste on the ground between 18 & 19 Brook Way. The waste is not considered a fire risk and no expenditure or action is proposed. The householder has been given permission to remove any overhanging branches. b. Green Waste by Path 2 Above Town. Cllr Bennett reported that he had asked the Clerk to ask Aster if they remove green waste collected by the Conservation group. The request has been made. 	
14	<p>Footpaths and Highways</p> <p>1. Cllrs to report any footpath issues</p> <ul style="list-style-type: none"> a. Human Waste on Footpath 2. A parishioner has reported occurrence of human defecation in this area. It is thought it may be a regular stop for a delivery driver. Mini posters (eyes on) have been put up and TVBC Environment Enforcement notified. b. End Barriers on Footpath 2. Cllr Coole observed that the small barriers at the end of the path by The Green had rotted. Aster have been informed. <p>2. Road Safety</p> <ul style="list-style-type: none"> a. 20 is Plenty. Cllr Bennett said he had one spare sign, which might be used on Balksbury Bridge Rd. b. Caution Frogs Crossing. Signs have appeared on Village St. A vote of thanks was made. c. Wall By Ash Grove. The wall appears to be bulging and in danger of falling onto the footpath. The Clerk was asked to write to draw it to the owner's attention and see what remedial action is planned. d. Pathway Management Course. Cllr Bennett reported that HCC Countryside N were running a Pathway Management Course which he would be attending. <p>3. Report any street lighting issues Nothing reported.</p>	RB
15	<p>External Committees and Events</p> <p>1 Report on changes to the website Cllr Eyre reported numerous changes and highlighted: NDP, Winter Lectures, Clatfords Magazine registration link.</p> <p>2 Cllr Mrs Kennedy to report of upcoming events at the Village Hall The Village Hall AGM was</p>	

	<p>held on Mon 8 Mar 21. There is still nothing definite to report about re-opening.</p> <p>3 Cllrs to Report on other meetings or Training</p> <p>a. TVAT&PC Meeting 18 Mar. Cllr Coole will be attending as D Chairman.</p> <p>b. HALC Newsletter has been copied to Cllrs. This includes available training.</p>	
16	<p>Correspondence and E mail</p> <ol style="list-style-type: none"> 1. 9 Feb. Communityenergy. Community Energy in Hampshire – Update. Copied to CCE 2. 11 Feb. Test Valley School. Community Support for our rural project. On village website under Local Area Notices 3. 12 Feb. Parishioner. SINC request. Accepts that it is closed. Copied to HFT,NS 4. 13 Feb. NW. Fwd: NW street signs – Planning aspects. Copied to NS 5. 15 Feb. HCC. Hampshire Solar Together scheme. To Cllrs and on website. 6. 15 Feb. Abbotts Ann Resident. Trees in Brook Way Bottom. 7. 16 Feb. ATC Parishioner. Solar Together 8. 17 Feb. Parishioner via website. Solar Together. 9. 17 Feb. DN to (TVBC – SH). RE: Referendum Planning. Also copied to CCE covers mapping detail. 10. 17 Feb 21. TVBC Planning FOI. Freedom of Information request - no. 6291 - Solar Farm response. N.B. 'questions have been dealt with as questions, rather than requests for information'. 11. 16 Feb. Anna Benefice. Event advertising 12. 19 Feb. P Begg. Freedom of Information request - no. 6291 - Solar Farm. Comments on response from TVBC. 13. 21 Feb. HCC Cllr A Gibson. Upper Clatford Parish Council: Draft proposal for a new footpath 14. 25 Feb. Andover NW. NHW booklets and window stickers. 15. 25 Feb. UCYFC via DC. Molecatcher need. Replied to DC that normally UCYFC arrange and pay for this. 16. 25 Feb. TVBC (ML) to NS. RE: Upper Clatford Article 4 request 17. 26 Feb. Test Valley School. News from Test Valley this week. 18. 26 Feb. TVBC. Test Valley Association of Parish and Town Clerks (Councils) - Agenda for meeting 18 March 2021. Copied to Cllrs. 19. 26 Feb. MayFayre Chair. May Fayre 2021 - SAT 26 JUNE 20. 26 Feb & 1 Mar. Parishioner. 21/00534/TPON T1 - Ash - Fell Land Adjacent To Redlynch Foundry Road Anna Valley. Asking about beech tree next to it. 21. 1 Mar. Parishioner. Human waste on footpath No 2 22. 1 Mar. Ch NHW. Hants & IOW - PCC - Hustings Invitation for 9 Mar 21 23. 2 Mar. Parishioner. Overhanging branches at top Brook Way. Responded, copied to RB. 24. 2 Mar. TVBC Env Dept. Green waste in Brook Way. Responded copied to RB 25. 3 Mar. JD via Website. Social Housing enquiry. Referred to Aster. 26. 3 Mar. Hants Police. APM Update from Local Police 27. 4 Mar. IA. Internal Audit. Copied to SK 28. 4 Mar. PB via Chair. Solar Draft "Particulars of Claim" 29. 8 Mar. TVBC FOI. Freedom of Information request - no. 6291 - Solar Farm. Acknowledgement of receipt of follow-on questions sent on 26 Feb 21. 30. 8 Mar. Andover & Villages NHW group. Replacement Co-ordinator wanted. 31. 9 Mar. HALC. Event TONIGHT - Hampshire Together: Modernising our Hospitals and Health Services programme. Copied to Cllrs. <p>9 Mar. HALC. March HALC newsletter. Copied to Cllrs.</p>	
17	<p>Projects</p> <ol style="list-style-type: none"> 1. Clatfords Footpath. Awaiting feedback from HCC Cllr Gibson. 2. Water Quality Monitoring. The Chairman stated that F Cooper had not been in touch with either himself or Cllr F-Tapp since the Clerks last email. 3. Railings Monument. Cllr Shah reported that the blacksmith had collected the railings to start work. End date yet to be confirmed. 4. Village Signpost (Fingerpost) Refurbishment. A parishioner has suggested refurbishment of finger posts is needed at the junction Village St / Watery Lane and the second at the junction of Bawksbury Road / Foundry Rd. Cllr Shah volunteered for the latter and it was suggested the parishioner be invited to do the former. Cllr Bennett would assist if necessary. Cllr Eyre also suggested that there was one opposite Church Lane at 13 Arch Bridge end which he volunteered to work on. 	NS Cllk CCE
18	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14th April 2021</p> <ol style="list-style-type: none"> 1. Governance 	

Meeting Closed at 9:15 pm