

UPPER CLATFORD PARISH COUNCIL  
 MINUTES FROM THE (VIRTUAL) ANNUAL MEETING OF THE PARISH COUNCIL  
 HELD ON WEDNESDAY 9<sup>TH</sup> DECEMBER 2020  
 AT 7.30 PM OVER ZOOM

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

Present:	Parish Cllrs P Heslop (Chairman), R Bennett, D Coole (from item 6), C Eyre, H Folkard-Tapp, A Lockhart, S Kennedy, N Shah, C Williams, TVBC Cllr M Flood, HCC Cllr A Gibson Minutes – C Emmett, Parish Clerk
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1	<b>Apologies for Absence</b> Cllr Wilson. Cllr Coole had stated he might be late.	
2	<b>To receive and accept declarations of interest</b> Cllr Coole, item 12.4. He will not vote on award of contracts.	
3	<b>Public Participation</b> 1 member of the public until item 7. A further member of the public joined at item 7.	
4	<b>To approve the minutes from the (virtual) Meeting held on 14th October 2020</b> Cllr Eyre proposed acceptance of the minutes, seconded by Cllr Lockhart: Approved by all.	
5	<p><b>To receive the Clerk's progress report since the meeting held on 11<sup>th</sup> November 2020</b></p> <p><b>11.2. Payments.</b> Pay invoices <b>Complete</b></p> <p><b>11.2. Defibrillator.</b> Order spares Ordered 24 Nov 20. <b>Complete</b></p> <p><b>11.3. Solar Farm.</b> Raise FOI on TVBC re communications not already in public domain. (Cllrs Heslop and Eyre) <b>Complete</b></p> <p><b>12.3. BBPF.</b> Order signs. On order. <b>Complete</b></p> <p><b>12.4.a &amp; b. Sports Field.</b> Equipment disposal and discussions re cost contributions. <b>Cllr Coole. Pending</b></p> <p><b>12.4.c. Sports Field Cess Pit.</b> Order fencing work <b>Complete</b> Work scheduled for 14 Dec 20. <b>Complete</b></p> <p><b>12.4.d. Sports Field Double Glazing &amp; Facias. Re-visit quotes. Complete</b></p> <p><b>13.1. Grounds Maintenance (Brook Way Bottom)</b> Invite TVBC to do clearance work as quoted. <b>Complete</b></p> <p><b>13.2.b. Water Quality Monitoring Pillhill Brook.</b> Cost professional testing. Email sent 2 Dec. 5 Rivers moving premises. Not able to quote or advise until Feb 21. <b>Complete</b></p> <p><b>13.3. Litter Signs.</b> Obtain quote (Cllr Heslop) <b>Complete</b></p> <p><b>17.1. Grant application</b> Taskers Heritage Plaque and Tree guard. <b>Complete.</b></p> <p><b>Subsequent Clerk Taskings.</b></p> <p>16 Nov. Chairman. Submit FOI request to TVBC re Solar Farm. Submitted 18 Nov 20 <b>Complete</b></p> <p>16 Nov. Chairman &amp; Planning Committee Chair. Submit FOI re Camping and Caravanning site at Watery Lane. Submitted 18 Nov 20. <b>Complete</b></p>	
6	<p><b>Planning –</b></p> <p><b>1. Planning Committee to report on applications</b> Cllr Shah asked to take the item on Copthall place at the end of the applications which were then taken as follows:</p> <p>a. <b>20/02927/FULLN 1 Saxley Farm.</b> Erection of building, to provide garage &amp; annexe. No objection to be submitted.</p> <p>b. <b>20/02831/FULLN Ash Grove,</b> Upper Clatford. Demolish conservatory, replace with 2 storey rear extn and single storey side extn orangery. No objection to be submitted.</p> <p>c. <b>20/02920/FULLN Sycamore,</b> Upper Clatford. Re-render, replace dormers and windows, replace extension, recover parking area, replace garage doors, new boiler fanned flue. No objection to be submitted with comment regarding heritage value of sash windows and possible need of a bat survey.</p> <p>d. <b>20/02809/TREEN</b> Bury Hill Farmhouse. Remove yew. Comment in response submitted 27 Nov 20 to the effect there may be merit in nurturing the older and larger yew tree by felling the slightly smaller, leaning yew tree, but it is recognised that the smaller tree appears neither in danger of falling imminently or in ill health. It may nevertheless become less stable as it continues to grow and its removal now would probably strengthen the larger tree. TVBC will be best able to offer a professional opinion.'</p> <p>e. <b>20/02765/FULLN Copthall Place.</b> Part demolition and rebuild, single storey side, rear and first floor extensions. (to TVBC by 11 Dec 20). Cllr Shah summarised divided views received to date. Following further discussion, the Clerk was requested to submit an objection based on: Design. While agreeing that a replacement extension could be an enhancement the proposed design seeks to <u>contrast</u> with the existing character of the property. This is not in line with the principles set out in the now Referendum Ready NDP, which calls for complimentary styling and materials to existing buildings; Bat Survey. There are known to be bats in the area and therefore a survey is probably needed.</p> <p><b>2. Heritage Asset Listing</b> (Cllr Heslop). Farleigh School hope a meeting (probably virtual) will be possible early in the New Year at which time the views of the School Governors might be known.</p> <p><b>3. Watery Lane Planning</b> Cllr Bennett summarised: There is currently no planning application lodged with TVBC and the Temporary Stop Order expired on 27 Nov. The owner has removed the unauthorised aggregate from all but the agreed first 19 metres access strip from the roadway.</p>	

	<p>The Camping &amp; Caravanning Club are an exempt organisation and can licence the plot to be used as a site for use by up to 10 x tents and 5 x caravan. This would not include permanent structures for operational development (office, waste disposal tank etc) which would require planning permission and should be expected. TVBC will consider such an application if received from the owner and points raised by the council, as covered in the NDP, and local landowners.</p>																																					
7	<p><b>Neighbourhood Development Plan Steering Group Report</b></p> <ol style="list-style-type: none"> <li>1. Cllr Eyre stated that TVBC had issued the NDP Decision Statement on 9 Dec 20 which makes it a document of 'material consideration' from a planning perspective. It will probably not be put to a referendum due to COVID-19 until May 21. He would contact TVBC to ensure it is scheduled as soon as possible. He proposed a vote of thanks to David Nicholson, DJN Planning Ltd, who has acted as our consultant throughout and been exceptional helpful. The Chairman agreed to write to them expressing the Council's thanks. Cllr Eyre and Shah will also be writing to the Working Group volunteers.</li> <li>2. The Chairman thanked Cllr Eyre for leading the process with the Steering Group and noted that the task had led to additional volunteers who have now joined the Parish Council.</li> </ol>	<p>CCE</p> <p>PH</p> <p>CCE</p>																																				
8	<p><b>Covid-19 Support (Group) Committee</b> Cllr Bennett reported that the Support Group was still in being and willing to help where required. Cllr Eyre suggested removing the COOVID banners. Not agreed: They should remain in place for the time being.</p>																																					
9	<p><b>Borough Councillor to provide a monthly report</b></p> <ol style="list-style-type: none"> <li>1. Cllr Flood had circulated a report to all Cllrs before the meeting and spoke on the following: <ol style="list-style-type: none"> <li>a. Christmas events which would include the combined Christmas and Artisans market on Sun 13 Dec 20.</li> <li>b. The Community Helpline which remains open until 23 Dec 20.</li> <li>c. A government plan to house 500 young male asylum seekers in temporary accommodation on the outskirts of Barton Stacey. This is not within the purview of the local authority and will be decided nationally. Cllr Gibson spoke further on this stating that HCC were being consulted but had no decision-making role. HCC were unhappy with the choice of site due to its remoteness and lack of transport and feared refugees would be likely to walk along the highway (A303) towards more urban facilities.</li> <li>d. Congratulated the Parish Council on the NDP achievements. Cllr Eyre then asked about TVBCs plans on climate change mitigation and was informed that a Climate Change Emergency had been declared. She referred him to the TVBC website and OSCOM.</li> </ol> </li> <li>2. Cllr Coole outlined: <ol style="list-style-type: none"> <li>a. Planning for COVID vaccinations</li> <li>b. Christmas Cracker Hampers are available for those in need. Application/nomination forms are available through Ward Cllrs</li> <li>c. Andover Vision will be meeting on Thu 10 Dec 20, see their website.</li> </ol> </li> <li>3. Cllr Shah expressed the Council's thanks for the Heritage Rails grant awarded from the TVBC Councillors Community Grants Award Scheme</li> </ol>																																					
10	<p><b>County Councillor to provide a monthly report</b></p> <ol style="list-style-type: none"> <li>1. Cllr Gibson had circulated a report to all Cllrs before the meeting and spoke on the following: <ol style="list-style-type: none"> <li>a. Climate Change. This is a major effort for HCC, and he would focus on it in his next report.</li> <li>b. Ray Jones will be filming at the Chilbolton Observatory in the next week or so and extras would be needed.</li> <li>c. Flooding on Balksbury Bridge Road. Highways had agreed to investigate further.</li> </ol> </li> <li>2. The Chairman thanked Cllr Gibson to copying the Parish Council into his email regarding the traffic accident on Salisbury Road at the junction with the road leading to Clatford Lodge. The PC has previously recommended a reduced speed limit on this road to Highways with several other areas for safety improvements.</li> </ol> <p>The Chairman thanked both Cllr Flood and Cllr Gibson who left the meeting at this point.</p>	<p>AG</p>																																				
11	<p><b>Finance:</b></p> <p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>1. <b>To receive and approve the financial statement for 1 November 20 – 30 November 20.</b> Proposed by Cllr Bennett, seconded by Cllr Williams. Agreed by all.</li> <li>2. <b>To approve payments to be made:</b> <ol style="list-style-type: none"> <li>a. <b>Cheques to be raised / Card Payment authorised at meeting on Wed 9 Dec 2020</b></li> </ol> <table border="1"> <thead> <tr> <th>PV</th> <th>Chq No.</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>61</td> <td>2194</td> <td>DJN Planning Limited (NDP UCF08)</td> <td>£1,200.00</td> </tr> <tr> <td>62</td> <td>2194</td> <td>DJN Planning Limited (NDP UCF09))</td> <td>£535.25</td> </tr> <tr> <td>63</td> <td>2195</td> <td>Groundlord Ltd</td> <td>£252.00</td> </tr> <tr> <td>64</td> <td>Card Bacs</td> <td>PV Heslop (Litter signs &amp; paint)</td> <td>£71.34</td> </tr> <tr> <td>65</td> <td>2196</td> <td>TVBC (GM 031 &amp; 31a Apr-Sep20)</td> <td>£4,826.95</td> </tr> <tr> <td>66</td> <td>2197</td> <td>R Bennett (Conservation Gp Grant)</td> <td>£100.00</td> </tr> <tr> <td>67</td> <td>2198</td> <td>C Emmett (Salary,Overtime, Exp)</td> <td>£565.56</td> </tr> <tr> <td>68</td> <td>2199</td> <td>HMRC (PAYE)</td> <td>£138.80</td> </tr> </tbody> </table> <p><b>Card Payments/DD made since the last meeting</b></p> </li> </ol>	PV	Chq No.	Payee	Amount	61	2194	DJN Planning Limited (NDP UCF08)	£1,200.00	62	2194	DJN Planning Limited (NDP UCF09))	£535.25	63	2195	Groundlord Ltd	£252.00	64	Card Bacs	PV Heslop (Litter signs & paint)	£71.34	65	2196	TVBC (GM 031 & 31a Apr-Sep20)	£4,826.95	66	2197	R Bennett (Conservation Gp Grant)	£100.00	67	2198	C Emmett (Salary,Overtime, Exp)	£565.56	68	2199	HMRC (PAYE)	£138.80	
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	<p>PV58            23/11/2020            Andover Rubber Stamp (COVID Banners)    £34.20  PV59            25/11/2020            Wel Medical (Defib Bty &amp; pads)                £219.96  PV 60            24-Nov                 Microsoft (MS 365)                                £59.99</p> <p><b>3. Solar Farm – Community Funding</b> Cllr Heslop summarised:</p> <ol style="list-style-type: none"> <li>1. The Parish Council are still pursuing the developer for the proposed Community Fund.</li> <li>2. A meeting with TVBC Hd of Planning had taken place on the matter to bring aspects of the case to their attention</li> <li>3. Kit Malthouse MP had been informed of the matter and had agreed to discuss it with the leader of TVBC.</li> <li>4. The Planning Appeal may have been misled about the proposed funding.</li> <li>5. A FOI request has been submitted to TVBC on this seeking all records including records, correspondence and notes of discussions relating to Planning Application 14/00949/FULLN and the subsequent Appeal which are not already available on the TVBC website.</li> </ol> <p><b>4. Finance Committee Budget Recommendations</b></p> <p><b>Proposal</b></p> <p><b>That Council considers and approves the budget and precept recommendations recommended by the Finance Committee in their Minutes of a Meeting on 19 Nov 20</b></p> <ol style="list-style-type: none"> <li>1. Cllr Coole summarised the budget recommendations highlighting: <ol style="list-style-type: none"> <li>a. An increase in Precept by 2.5% in line with anticipated/known expenditure increases. This equates to an annual increase of £0.60p per band D dwelling.</li> <li>b. A further contribution from Parish funds of £4539.00. He expressed concern that continuation this policy would deplete funds below acceptable levels.</li> <li>c. Reduced budget expenditure lines but increased provision through earmarked reserves.</li> </ol> </li> <li>2. The Chairman commented that there was no recommendation for an earmark/reserve for Chalk Pit refurbishment. Cllr Coole responded that no requirement had yet been identified or quantified and recommended it be considered by a WG of the Cllrs Heslop, Coole and the Clerk. Agreed</li> </ol> <p>Cllr Coole then called for a formal vote on the proposal, seconded by Cllr Bennett. <b>Approved.</b> Details are at Annex A.</p>	
12	<p><b>Playing Fields</b></p> <ol style="list-style-type: none"> <li>1. <b>To report the Monthly Monitoring of Play Equipment</b> Cllr Wilson reported by phone that he had inspected BBPF and all equipment was in order. Cllr Williams reported AVPF were serviceable.</li> <li>2. <b>Anna Valley Playing Field.</b> TVBC GM staff have commented on the ivy on trees and the Conservation Group has been asked to consider adding them to their list for 'ringing'</li> <li>3. <b>Balsbury Bridge Playing Field</b> <ol style="list-style-type: none"> <li>a. New entry and brook warning signs have been ordered.</li> <li>b. A request to use the field for the May Fayre on Mon 3 May 21, with a fall back of Sat 26 Jun 21 has been received. Council agreed to the booking.</li> </ol> </li> <li>4. <b>Sports Field</b> Cllr Coole <ol style="list-style-type: none"> <li>a. <b>Cess Pit Fencing.</b> The work is scheduled for Mon 14 Dec 20. UCYFC may need to move their goal posts to facilitate this. Cllr Coole to liaise.</li> <li>b. <b>Consider Quotes for Refurbishment of the Pavilion Windows. (To be taken 'in camera' with Item 13.1 due to commercial sensitivity)</b> Cllr Coole introduced this item but declared had declared an interest and would not vote. He proposed</li> </ol> <p><b>To resolve in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion on the matter due to its commercial sensitivity. Agreed by all.</b> The Press and public were excluded:</p> <p>After consideration of quotes, it was agreed that the following should be invited to complete the works on condition that they can be done by 15 Mar 21 to ensure bill payment this FY</p> <ol style="list-style-type: none"> <li>i. Pavilion widows, gutter and fascia: Alpha Glazing Ltd. A copy of the warranty is to be provided prior to confirmation.</li> <li>ii. Garage fascia and roof tie-in: K George</li> </ol> </li> </ol>	<p>DC</p> <p>DC</p> <p>Clk</p>
13	<p><b>Trees and Open Space</b></p> <ol style="list-style-type: none"> <li>1. Possible Land Acquisition (To be taken 'in camera' with Item 12.4.a due to commercial sensitivity). The press and public remained excluded. It was agreed that: <ol style="list-style-type: none"> <li>a. Council should await planning considerations put to TVBC</li> <li>b. A WG should examine options and report back at the next meeting.</li> </ol> </li> <li>2. <b>Hedgerows</b> Cllr Kennedy asked whether the Council might have ideas for encouraging the preservation of hedgerows within the parish. It was noted that there was an extract on this in the NDP which Cllr HF-T agreed to flag to all.</li> <li>3. <b>Grounds Maintenance (Brook Way Bottom)</b> TVBC have accepted the tasking which they hope to complete in Dec or early Jan.</li> </ol>	<p>HF-T</p>

	<p>4. <b>Water Quality Monitoring Pillhill Brook.</b> Five Rivers in Salisbury have been approached but are unable to help or advise at this time due to re-location. There was concern that there were few companies in the local area however HF-T agreed to investigate.</p> <p>5. <b>Litter.</b> Cllr Heslop stated that signs have been produced and have been placed in layby areas at Bury Hill Ring and in Red Rice.</p> <p>6. <b>Dangerous Tree Branch at Brook Way Bottom.</b> The owner of an adjacent property reported a broken tree branch from the ash tree was in danger of dropping onto his garage /studio roof. This was assessed and professionally removed for safety reasons. The tree surgeon suggested that the ash may be suffering from die back and a quoted for its removal and trimming the adjacent beech branches overhanging neighbouring property. Confirmation of the state of the ash and two other quotes have been sought.</p> <p>7. <b>Leaning Trees in Watery Lane.</b> Cllr Bennett reported that the Conservation Group had been approached and asked for help in removing a tree by Brambles Cottage but had declined as it was a land owners responsibility. He was checking ownership.</p>	HF-T
14	<p><b>Footpaths and Highways</b></p> <p>1. <b>Cllrs to report any footpath issues</b></p> <p>a. <b>Above Town Hedge</b> An anonymous letter writer has contacted the Clerk and Cllr Coole requesting support to have a hedge trimmed in the ginnel / footpath between two properties on the estate This has been looked into by the Clerk, Cllr Bennett and now Cllr Coole who are keen to know the details of the letter writer so they may be given an update. Cllr Bennett had spoken to the owner of the larger hedge and been assured it would be cut back.</p> <p>b. <b>Leaf Clearance.</b> TVBC have responded to an ad hoc request and cleared the leaves from the footpaths in Anna Valley and Sam Whites Hill.</p> <p>c. <b>Green Waste Sam Whites Hill.</b> The Chairman reported branches stacked on the bank by Sam Whites Hill. Previous investigations at neighbouring properties have suggested it may have been left by a utility company working on overhead cables. Cllr Heslop would re-visit to determine cable ownership.</p> <p>d. <b>Green Waste near The Willows.</b> Dumping of green waste into the hedge had been reported in the area of The Willows, U Clatford. The Clerk was requested to write to the owner to confirm if it was waste.</p> <p>2. <b>Road Safety</b></p> <p>a. <b>Collision on Salisbury Rd / Clatford Lodge Lane 3 Dec 20.</b> A collision occurred at this junction on 3 Dec 20. Cllr Gibson has escalated it to Highways. While this is in Abbots Anne parish, UCPC have previously written to Highways recommending a speed restriction be imposed on this road at the junction Balksbury Hill Rd. It is hoped this will provide the evidence of risk they require to take action.</p> <p>b. <b>Speed Monitor.</b> Cllr Bennett reported that 99% of traffic recorded on Foundry Rd were travelling at under 40mph.</p> <p>2. <b>Report any street lighting issues</b> Nil</p>	PH  Cllk
15	<p><b>External Committees and Events</b></p> <p>1 <b>Report on changes to the website</b></p> <p>a. Nuisance Advertising Contacts. The Clerk reported almost daily advertisement contacts through the website and may need to disable the contact page facility.</p> <p>b. Updates. Cllr Eyre reported on updates he had made, particularly to the NDP items.</p> <p>2 <b>Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b> Nothing to report.</p> <p>3 <b>Cllrs to Report on other meetings</b></p> <p>a. Test Valley Association of Parish and Town Councils (TVAP&amp;TC) meeting 26 Nov 20. Cllr Coole had attended. Minutes will follow.</p>	

16	<p><b>Correspondence and E mail The Clerk had circulated a list of correspondence including:</b></p> <ol style="list-style-type: none"> <li>1. 16 Nov. Parishioner (via website). Oil in river by Asda.</li> <li>2. 16 Nov. TVBC. Charlton Neighbourhood Plan - SEA consultation and additional Reg 16 consultation. Passed to CCE</li> <li>3. 17 Nov. <a href="mailto:zpfdooflvwn@gmail.com">zpfdooflvwn@gmail.com</a> (via website). Lebron James signature sneakers. Junk email previously reported to HugoFox.</li> <li>4. 17 Nov. M Preedy. Hampshire Highways Enquiry 21466844 (cc)</li> <li>5. 18 Nov. TVBC. FOI x 2 acknowledgement</li> <li>6. 18 Nov. Dawsons. Land to east Watery Lane</li> <li>7. 18 Nov. Spenser. Land to east Watery Lane</li> <li>8. 19 Nov. Planning FOI. Freedom of Information request - no. 6291 - Solar Farm. Response due in 20 working days (16 Dec 20)</li> <li>9. 19 Nov. Planning FOI. Freedom of Information request - no. 6292 - Camping and Caravanning</li> <li>10. 19 Nov. Planning FOI. Freedom of Information request - no. 6292 - Camping and Caravanning. Same day response. (Response due 20 working days, 17 Dec 20)</li> <li>11. 19 Nov. Thruxtonroyal via website. engineering works on Watery Lane</li> <li>12. 20 Nov. TVBC. Precept Council Tax Base (figs not yet available use last years)</li> <li>13. 20 Nov. Abbots Anne Resident (via Chairman). Dangerous Dead Tree. Branch removed.</li> <li>14. 20 Nov. C&amp;CC via NS. Camping and Caravanning Club - latest info</li> <li>15. 21 Nov. Resident S O'C. Work in the field off Watery Lane. Responded</li> <li>16. 24 Nov. Welmed. Order received. Goods arrived and passed to JC for fitting</li> <li>17. 25 Nov. Q3. Maintenance Works - Upper Clatford Sports Field</li> <li>18. 25 Nov. London Hearts. Parish and Town Councils £200 grant. Prompts Chair to ask for defib item on the next agenda.</li> <li>19. 25 Nov. KJM. Windows and roofline / guttering</li> <li>20. 25 Nov. RW. Updated estimate for Post and rail fencing. Will do work on 14 Dec.</li> <li>21. 25 Nov. Groundlord. BWB ash and beech condition and quote. Copied to RB and AL. Further quotes sought.</li> <li>22. 1 Dec. TVBC (SH). Upper Clatford NP progress update and amendments needed.</li> <li>23. 1 Dec. Parishioner LG. Watery Lane works.</li> <li>24. 1 Dec. Parishioner TB. Watery Lane work</li> <li>25. 1 Dec. TVBC. Revised Register of Electors for Test Valley Borough Council 2020/21</li> <li>26. 2 Dec. TVBC. Cowdown Solar Farm. Discussion with former officer.</li> <li>27. 20 Nov &amp; 4 Dec. P Dewberry (field.gov.uk). Census 2021 – Seeking support to spread the Census Message. This is going to be a 'digital-first' census, and so we are aiming for 75% of people to complete the Census online. This obviously brings challenges for people with low digital skills or access to the internet, so I am very keen to spread the message <b>"If you can, please offer help to family and friends who need help filling out the Census."</b></li> <li>28. 5 Dec. <a href="mailto:GreenJT67@gmail.com">GreenJT67@gmail.com</a>. Website misspelling. Page unknown. Sender email address undeliverable.</li> </ol>	
17	<p><b>Projects</b></p> <ol style="list-style-type: none"> <li>1. <b>Old Taskers Railing Heritage Plaque and Tree Guard.</b> A TVBC Councillor Community Grant has been approved.</li> <li>2. <b>Footpath to Goodworth Clatford.</b> Cllr Wilson will be arranging to meet and plan possible routes with Goodworth Clatford.</li> <li>3. <b>Defibrillator.</b> Cllr Heslop suggested that a third defibrillator might be worthwhile in the parish at the Anna Valley end to augment those at the Village Hall and in Highbury Rd. This was generally considered worthwhile, but a site was not finalised, or purchase agreed.</li> </ol>	
18	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 13<sup>th</sup> January 2020</p> <ol style="list-style-type: none"> <li>1. Property Purchase Working Group Report</li> <li>2. Property Purchase/Maintenance Reserve/Earmark</li> </ol>	

**Meeting Closed at 1004 pm**

**APPROVED BUDGET FOR FY 21/22**

Expenditure	Budget £	Income	Budget £
Office Expenses	£700.00	Precept	£16,070.00
Clerk Salary (Gross)	£6,810.00	Bank Interest	£2.00
Training	£500.00	Chalk Pit Rent	£10,594.00
Councillor Expenses	£250.00	Grants	£0.00
Legal Fees	£1,000.00	Website Sponsorship	£0.00
Insurance	£1,155.00	Pav. Running Cost Contributions	£0.00
Audit Charges	£465.00	Section 106 / CIL	£0.00
Section 137	£200.00	VAT Repayment	£3,000.00
Grounds Maintenance	£8,400.00	Miscellaneous Income	£0.00
Footpaths	£500.00	NDP Grants	£0.00
Tree Maintenance	£3,000.00	NDP Ward Grants	£0.00
Dog Bins	£1,580.00	Parish Funds	£4,539.00
Street Lighting	£2,050.00	Lengthsman Scheme	£0.00
Pavilion	£770.00	Village Hall (Grass)	£190.00
Sports Field	£1,615.00	COVID-19 Grant	£0.00
BBPF and AVPF	£1,000.00		
Subscriptions	£800.00		
NDP	£600.00		
NDP Locality Grant	£0.00		
Safety Measures	£0.00		
Events/elections	£0.00		
Miscellaneous	£0.00		
Projects	£2,000.00		
Website	£0.00		
Pavilion (Essential Maint & Projects)	£1,000.00		
Covid 19 Measures	£0.00		
<b>TOTAL EXPENDITURE</b>	<b>£34,395.00</b>	<b>Total Income</b>	<b>£34,395.00</b>

**Earmarks Policy**

The following levels of designated reserves are to be set with the approval of full Council. Expenditure from those reserves must be authorised by full Council for the purpose for which they have been earmarked:

1. **Wet Pour. £13,000.00 Re-designate as 'Playgrounds Maintenance Contingency'** This is to include wet-pour and in year maintenance or repair in excess of budget line.
2. **Pavilion. Raise to £8000.00 (assumes £1000 remain from budget in FY 20/21).** To be used for essential maintenance and aspirational projects as yet unapproved/ undeveloped / un-costed.
3. **Elections Fund £1000.00** (To be called upon in the event of Parish Council By-Elections.
4. **Community Projects. £2000.00.** To be used for aspirational projects listed in the projects register but as yet unapproved/ undeveloped / un-costed.