

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 9th DECEMBER 2015
7.30PM AT KING EDWARD VII MEMORIAL HALL, UPPER CLATFORD**

Present: Parish Councillors Mrs S Kennedy (Chairman), S Butler (Vice Chairman), Mrs C Williams, A Newell. Borough Councillor M Flood.
Minutes – Cllr A Newell

Apologies: C Emmett, Borough Cllr Stallard, County Cllr Gibson,

Item	Record of Business	Action
1	Apologies of Absence As above	
2	To receive and accept declarations of Interest a. Nil for this agenda. b. Annual Pecuniary Interests Forms have been received from all Cllrs and have been sent to TVBC.	
3	To approve the minutes from the meeting held on 11th November 2015 a. All Councillors agreed that the minutes from the meeting held on 11 November 2015, were accepted as a correct record of proceedings. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution. b. Cllr Butler asked if he will receive copies of the pecuniary interests for publication on the website. c. Cllr Newell pointed out item 6, Planning for Cricklade Lodge. Minutes say, "Raise Comment:" but the comment is not present. (Afternote: All comments can be read on the TVBC Planning website)	Clerk
4	Public Participation Nil	
5	To receive the Clerk's progress report since the meeting held on 11th November 2015 From Sep 15. Submit application for HCC grant for ditch. Complete. Application sent to HCC Cllr Gibson. 2. Pecuniary Interest Forms. Submitted to TVBC 6. Planning. Complete Cricklade Lodge Comment submitted. The Cottage No Objection. 10a(1). Planning application for tree felling in BBPF. Pending (not yet submitted) 10b. Contact Wicksteed re RoSPA report on seesaw (measurements 145mm and 260 mm. seesaw not level at rest. Complete Email sent 23 Nov 15, copy of page from RoSPA report requested and provided on 27 Nov. 10c. Order bench from Marmax for BBPF. Complete 30 Nov 11b. Trees. Contact Darren Dredge (treestyler@hotmail.com) and accept quote for Foundry Rd and Taskers Drive felling. Complete 12 Nov. Likely to be completed on 10 th Dec. 11c. Bonfire Thank You letters. Complete. 12d. TVBC Cllrs grant application for replacement bench in Watery Lane. Complete 15a. Correspondence. Advise and invite PCSO to any future meetings. Complete. Cllr Kennedy understands the PCSO will be attending the January meeting. 15b. Archive Registration docs and original Conveyance for sports field in Hants archive Pending action	Clerk

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6	<p>Planning – Planning sub-committee to report on the following applications: (All comments submitted to TVBC can be viewed on the TVBC Planning Portal). Nil for this meeting.</p>																			
7	<p>Borough Councillor’s Report</p> <p>a. Revised Borough Local Plan is deemed "sound" by the inspector. The report will be on TVBC website before Christmas and will be put before full council for formal approval, expected in January.</p> <p>b. Work on the Andover Station car park to commence on 17th January 2016, when the car park will be closed. Work expected to last 20 weeks. Alternative parking arrangements can be found on TVBC website. An open evening at the station has been arranged for 16th December where railway managers will be available to answer questions.</p> <p>c. Sparkle Day took place on 26th November. The Parish Council expressed how successful it was particularly the pavements. Cllr Flood explained there is only one road sweeper for the whole of Test Valley. Cllr Newell raised the issue of mud accumulating on Blacksburg Hill from the tennis club construction site. Cllr Flood to investigate responsibility for keeping road clear.</p>																			
8	<p>County Councillors Report. None</p> <p>Cllr Kennedy thanked Cllr Flood who left the meeting at this point.</p>																			
9	<p>Finance:</p> <p>a. To receive and approve the financial statement for the period 1st – 30 November 2015. The financial statement for the period was considered by members and agreed as a correct record. The Chairman signed and dated to confirm acceptance.</p> <p>b. To approve payments to be made. The following cheques were presented for approval:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Chq No.</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Payee</th> </tr> </thead> <tbody> <tr> <td>1779</td> <td>£433.60</td> <td>Andover Gas & Water Ltd</td> </tr> <tr> <td>1780</td> <td>£386.40</td> <td>Parker Bullen LLP</td> </tr> <tr> <td>1781</td> <td>£1,440.00</td> <td>E.P.W. Construction Ltd</td> </tr> <tr> <td>1782</td> <td>£346.00</td> <td>C Emmett - (Clerk Salary & Expenses)</td> </tr> <tr> <td>1783</td> <td>£84.00</td> <td>HM Revenue & Customs 120PL00288568</td> </tr> </tbody> </table> <p>c. Budget Planning Meeting. At the Finance and Budget Meeting held on 23rd November, to determine the Budget and Precept for FY 2016/17, it had been recommended that a budget of expenditure of £26,942.00, to be offset by precept £14,000 and £10,190 from reliable income streams. It was accepted that this would result in a budget deficit of £2,752 which would be covered either from reserves or miscellaneous additional income. Cllr Newell expressed concern that the proposed precept would result in an overspend. Cllr Butler added that the parish council should commit to explore additional revenue streams. Proposal: Cllr Kennedy proposed acceptance of the finance committee's budget and precept. Cllr Butler seconded. Cllr Williams agreed. Cllr Newell disagreed. (Cllr Newell agreed the budget, but disagreed the precept.) Carried</p>	Chq No.	Amount	Payee	1779	£433.60	Andover Gas & Water Ltd	1780	£386.40	Parker Bullen LLP	1781	£1,440.00	E.P.W. Construction Ltd	1782	£346.00	C Emmett - (Clerk Salary & Expenses)	1783	£84.00	HM Revenue & Customs 120PL00288568	
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10	<p>Playing Fields</p> <p>a. To Report the Weekly Monitoring of Play Parks and Equipment. Cllr Butler reported.</p> <p>Anna Valley Play Park: Ground concrete becoming exposed at the bottom of the playing field. Tree branches will need trimming in the spring. The swing nearest to the road has some movement in the frame. Probably a nut needs tightening. Climbing frame area needs weeding.</p> <p>BBPF: Area adjacent to St Anne's Well is overgrown; requires clearing. Cllr Newell will take a look at it.</p> <p>Sports Field. Cllr Butler has notified sports clubs that charges to be levied for 2016 will be £400 for the cricket club and £200 for the football club. Clerk to raise pre-season invoices in Apr and Sep 16.</p> <p>b. Sports Field Ditch Clearing. Task completed although there is a point between 2 old tree support posts which was not dug. Clerk to liaise with contractor. Football club have agreed to contribute £100 towards costs. Clerk to invoice.</p> <p>c. Replacement Bench for BBPF. On order.</p>	<p>AN</p> <p>Clerk</p> <p>Clerk</p>
11	<p>Trees and Open Spaces</p> <p>a. To report the trees and open spaces requiring attention. Trees on The Green need assessment of their integrity. And some of the older trees in Anna Valley.</p> <p>b. Trees in Foundry Road. The tree surgeon will visit on 10th December.</p> <p>c. Bonfire. TVBC have cleared the remains of the bonfire.</p>	
12	<p>Footpaths and Highways</p> <p>a. Highway issues. It was reported that: The road by the church has been patch repaired. The hedge outside Number 134 Upper Clatford is partially obstructing the footpath. Cllr Butler would speak to the owners.</p> <p>b. Street lighting issues. Cllr Newell planned to check street lights next week (Completed on 13 Dec 16, all working).</p> <p>c. Road Safety. Hazardous bend on Red Rice Road at the Manor House discussed. Defer to next meeting to discuss with PCSO.</p> <p>d. Bench at Watery Lane. TVBC Local Councillors grant application has been submitted.</p> <p>e. Footpaths Grant- Cllrs were advised that a county grant fund is available for work that is needed to footpaths. Cllrs to identify and report work required. Poor condition of the footpath around Bury Ring noted..</p>	<p>SB</p> <p>Cllrs</p>
13	Website. Nothing to report.	
14	Village Hall. Cllr Kennedy to raise issues with heating and the muddy condition of the car park with the village hall committee.	SK
15	<p>Correspondence. In the Clerks absence, Cllr Kennedy highlighted some of the following correspondence received:</p> <p>a. NALC Affiliation Fees 2016/17. HALC are concerned on behalf of members about the value / cost of NALC membership. Discussion deferred to next meeting, subject to further information.</p> <p>b. IGAS info on Community Fund grants available until 31 Jan 16.</p> <p>c. Parish Devolution Workshop – 1 Mar 16. Notice of event.</p> <p>d. Footpath Work. The Chairman had received a letter clarifying works to a garden adjacent to the footpath from the Green.</p>	
16	Sparkle Day 26 November 2015. A 'thank you' email has been sent to the TVBC team.	
17	Councillor Vacancies. No update	

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18	Emergency Planning. This was discussed and a Risk Assessment is required. [Possibly a project for a new councillor] Retain on the agenda.	
19	Confidential Item The public and the press were temporarily excluded and they are instructed to withdraw, using the authority of the Public Bodies (Admission to Meetings) Act 1960.	
20	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 13th January 2015.	

The meeting was closed at21:35.....pm