

## UPPER CLATFORD PARISH COUNCIL

MINUTES FROM THE MEETING HELD ON WEDNESDAY 8TH MARCH 2017

AT 7.40PM IN THE KING EDWARD VII MEMORIAL HALL

THESE MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING TO BE HELD  
ON WEDNESDAY 12<sup>th</sup> APRIL 2017

Present:	Parish Cllrs S Kennedy (Chairman), S Butler (Vice Chairman), P Heslop, A Newell, Mrs C Williams, A Wilson, TVBC Cllr G Stallard Minutes – C Emmett, Parish Clerk
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<b>1</b>	<b>Apologies for absence</b> HCC Cllr A Gibson, TVBC Cllr M Flood and PCSO D Trowbridge. The Chairman stated she had received and reluctantly accepted the resignation of Cllr P Butler.	
<b>2</b>	<b>To receive and accept declarations of interest</b> Nil	
<b>3</b>	<b>Public Participation</b> Nil	
<b>4</b>	<b>To approve the minutes from the meeting held on 8<sup>th</sup> February 2017</b> Councillors agreed that the minutes were a correct record of proceedings. Cllr S Kennedy signed and dated the minutes to confirm this resolution.	
<b>5</b>	<b>To receive the Clerk's progress report since the meeting held on 8<sup>th</sup> February 2017</b> <ol style="list-style-type: none"> <li>a. Item 6.2. Chairman to produce draft VDS addendum. Sent to Cllrs 22 Feb. Complete</li> <li>b. Item 10.2a. Roundabout seat. Cllr PB Complete</li> <li>c. Item 10.2b. Replace roundabout bearing. Parts ordered 22 Feb 17, received 1 Mar 17. Action Pending.</li> <li>d. Item 11.1. Green waste dumping. Contact TVBC and post photos on website. Complete.</li> <li>e. Item 12.1. Report gritting box issue. Complete</li> <li>f. Item 14.k Confirm May Fayre use of BBPF on 1 May. Complete</li> <li>g. Item 15. Contact website advertisers. Complete</li> <li>h. Item 16. Confidential item. Complete</li> </ol>	
<b>6</b>	<b>Planning</b> <ol style="list-style-type: none"> <li>1. <b>Planning sub-committee to report on the following applications:</b> <ol style="list-style-type: none"> <li>a. 17/00140/FULLN &amp; 17/00141/LBWN Reed Cottage, Upper Clatford. Remove single storey extn and replace with two storey extn (amended scheme). No objection submitted.</li> <li>b. 17/00273/FULLN &amp; 17/00329/LBWN 2 The Lodge Anna Valley. Extension at rear. 'No objection, subject to the necessary approvals of the Conservation Officer' submitted.</li> </ol> <p>There was discussion about the difficulty in identifying changes in amended schemes. It was suggested these should be highlighted in the publication notice covering letter. Cllr Stallard offered to take this up with TVBC Planning</p> </li> <li>2. <b>Village Design Statement Review.</b>                A draft addendum to the existing VDS had been circulated by the Chairman for discussion. Suggestions made were noted for the Chairman. Cllr Butler reported that at a recent meeting he had attended a senior planner suggested that should the government raise the new build requirements then new areas (those with a Strategic Housing Land Availability Assessment (SHLAA)– see TVBC web site) may have to be re-visited. Questions were asked about how to specify car parking requirements and electric charging points. Discussion about whether a Neighbourhood Plan was needed rather than a VDS or Conservation Area Character Assessment followed. Cllr Stallard clarified that the VDS was the supplementary documented supporting the (TVBC) Local Plan. He also explained the resourcing and referendum issues involved in a Neighbourhood Plan and suggested he ask a senior member of Planning to brief the next Parish Council meeting. Agreed and it would be the first agenda item.             </li> <li>3. <b>Housing White Paper Consultation</b> No comments.</li> <li>4. <b>Old Post Office</b> While it is pleasing to see work now happening on the roof, the Council would appreciate feedback from the Conservation Officer. Cllr Stallard offered to liaise with him.</li> </ol>	<p><b>GS</b></p> <p><b>Cik</b></p> <p><b>GS</b></p> <p><b>GS</b></p>
<b>7</b>	<b>Borough Councillor's Report.</b>	

	<p>1. On 24 Feb 17 TVBC Council met and agreed to a rise in Council Tax of 10p per week for a band D dwelling, approx. 3%. This is the 23 lowest in the country. The County Council will be rising 5% which includes 3% for the Model of Independence project enterprise for social care.</p> <p>2. Provision of temporary swimming facilities during the leisure centre rebuild was passed as a social return by a 'recorded vote' of 18:17. This will be on the car park at Shepherds Spring lane.</p> <p>3. The full Borough Council meeting on 23 Mar 17 will consider revised boundaries recommendations for wards within the borough.</p> <p>The Chairman thanked Cllr Stallard who then left the meeting.</p>	
8	<p><b>County Councillor's Report Nil</b> The Clerk was asked to request a copy of the survey on the bridge in Church Lane</p>	Clk
9	<p><b>Finance:</b></p> <p>1. <b>To receive and approve the financial statement for the period 1st February 2017 – 28th February 2017.</b> The Chairman signed and dated the statement to confirm acceptance.</p> <p>2. <b>To approve payments to be made.</b></p> <p>£350.00 B&amp;A Baker Ltd (Cricket wicket treatment)  £354.00 SJ Stevens Associates Ltd (Tree survey)  £25.20 C Emmett (Office Expenses)  £341.00 C Emmett (Salary)  £84.00 HMRC (PAYE)  £117.00 Wicksteed Leisure Ltd (Play eqpt parts)  £1,080.00 Parker Bullen LLP</p>	
10	<p><b>Playing Fields</b></p> <p>1. <b>To report the weekly Monitoring of Play Park Equipment</b> Cllr Williams reported the following:</p> <p>a. BBPF. Rope swing looks worn and should be removed. Park surface is 'twiggy'. Willows still awaiting attention from the contractor due to the soft ground.</p> <p>b. AVPF. Car tyre marks were noted on the field and the council asked that provision of a barrier be looked into.</p> <p>2. <b>Anna Valley Playing Field</b> It was reported that the bearings on the roundabout need Wicksteeds attention. The Council agreed to fund this in line with the earlier quote received</p> <p>3. <b>Balksbury Bridge Playing Field</b></p> <p>a. TVBC have yet to remove the green waste.</p> <p>b. Landyman has not confirmed receipt or the instruction to clear the rough ground. Confirmation of a date for proposed work should be sought</p> <p>4. <b>Sports Field</b></p> <p>a. Soccer. Cllr Butler confirmed that the soccer league has approved the sports field size for use by Andover Royals in league matches. The planned game last weekend was cancelled due to weather. There was some discussion about rates to be charged for practicing. It was suggested that this should be the same as the daily hire rate (£50) but no decision was reached. The soccer team have requested the showers be recommissioned (decision to isolate taken Sep 16). This was discussed and it was suggested that it be considered later for next season. Cllr Butler was requested to liaise on this with the Royals. The Chairman stated that Terms and Conditions should be drawn up.</p> <p>b. The Clerk stated that an estimated water charge had been received which was too high. A meter reading was submitted on 6 Mar 17. A revised bill is awaited. He also made comment that the meter shaft was almost full of water.</p>	<p>Clk</p> <p>Clk</p> <p>Clk</p> <p>SB</p>
11	<p><b>Trees and Open Space</b></p> <p>a. Cllr Williams reported on the survey of trees. It was decided that priorities need to be determined on the basis of public safety. Cllr Williams was asked to obtain a schedule of works for the next 3 years from the surveyor.</p> <p>b. Cllr Butler reported that RBW 14 had recently been cleared.</p>	CW
12	<p><b>Footpaths and Highways.</b></p> <p>1. <b>Cllrs to report any highways or footpath issues</b></p> <p>a. Road Safety. Cllr Kennedy summarised the visit by Senior Transport Engineer TVBC on 6 Mar to discuss illuminated road signs. A survey of restriction signs was</p>	

	<p>to take place followed by a short trial will be conducted by TVBC on both Foundry Rd and Red Rice Rd before any further consideration is given to procurement. It was noted that if this happened in Apr it would be in the school holidays and may give untypical results. TVBC should be contacted in this regard. TVBC have an ongoing review of yellow lines and would include recommendations about the need on the bends on Foundry Rd to the east of Waterloo Tce to improve sight lines and allow pull-in spaces. A 'gateway' sign at the entry to the village on Red Rice Rd was also being considered by TVBC. White line markings on the road sides was raised due to excessive fading. This was a HCC responsibility and the Clerk would be given a contact for reporting purposes.</p> <p>b. It was reported that the Cycleway from Andover was blocked in places by fallen branches. The Clerk was asked to report this to TVBC.</p> <p>2. <b>Cllr Newell to report any street lighting issues</b> Cllr Butler had been approached about the light between Crook &amp; Shears and Above Town. He was informed this light is on private land and is an Aster responsibility as previously notified. The Clerk was asked to report it to Aster.</p>	<p><b>Clk</b></p> <p><b>Clk</b></p> <p><b>Clk</b></p>
<b>13</b>	<p><b>External Committees and Events</b></p> <p>1. Cllr S Butler report on changes to the website Nil</p> <p>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall</p> <p>a. AGM is on Mon 13 Mar 17</p> <p>b. The next film is on Mon 20 Mar 17.</p> <p>3. Cllrs to Report on other meetings</p> <p>a. Cllr Butler had attended the TVAP&amp;TC 16 Feb 17 where the matters under planning had been raised.</p>	
<b>14</b>	<p><b>Correspondence and E-mail.</b> Clerk to report the correspondence received:</p> <p>a. 13 Feb Advert from HALC for Lantra Awards Basic Tree Survey and Inspection Course' run by Dale Valley Training on 28 Apr 17 in Ampfield at £155+VAT. Spaces available.</p> <p>b. 14 Feb Hampshire Police and Crime Panel Proactive Scrutiny of 'Rural Crime' survey had been received and sent to the Chairman.</p> <p>c. 17 Feb HCC Community Transport email saying HCC would like to notify as many older and disabled people as possible that we are in the process of renewing bus passes which are due to expire 31 March 2017. Information is on their website <a href="http://www3.hants.gov.uk/passengertransport.htm">http://www3.hants.gov.uk/passengertransport.htm</a></p> <p>d. TVCS eNews. Sent to Cllrs</p> <p>e. 20 Feb CEO HALC letter re Housing White Paper Consultation. Sent to Cllrs. No comments raised.</p> <p>f. 24 Feb (Telecon) TVBC regret they are too busy to undertake the clearance work at the edge of BBPF and will not be quoting. Job awarded to Landy Man.</p> <p>g. 24 Feb Publicity request from the National Plant Monitoring Scheme seeking volunteers. Displayed on Notice Boards</p> <p>h. 28 Feb. Email from HCC Cllr re footpaths and a grant £500 to be sent to parish.</p> <p>i. 3 Mar Waste/Dog bin quote for 2017/8 - £5.55 per collection (currently £5.51).</p>	
<b>15</b>	<p><b>Income Generation</b> The Clerk confirmed he had contacted all current subscribers / advertisers on the website but indicated that take-up was likely to be low for next year.</p>	
<b>16</b>	<p><b>Confidential Item</b></p> <p>The public and the press may be temporarily excluded using the authority of the Public Bodies (Admission to Meetings) Act 1960.</p>	
<b>17</b>	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 12<sup>th</sup> April 2017</b></p> <p>a. <b>Recommendations from Cllrs for changes to Standing Instructions.</b> The Chairman asked the Clerk to send out existing instructions and the changes proposed for Finance regulations in line with NALC recommendations. Cllrs were asked to bring any recommendations to the next meeting for discussion prior to any amendment and approval at the AGM.</p>	

**Meeting Closed at 1030 pm**