

UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 12TH JUNE 2019
AT 7.30 PM IN THE KING EDWARD VII MEMORIAL HALL

Present:	Parish Cllrs P Heslop (Chairman), D Coole, C Eyre, S Kennedy, A Lockhart, C Williams, A Wilson, TVBC Cllr M Flood, HCC Cllr A Gibson
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1	Apologies for Absence Cllr N Shah, Mr C Emmett (Clerk)	
2	To receive and accept declarations of interest Nil.	
3	Public Participation Nil.	
4	1. To approve the minutes of the Parish Council Meeting held on 8th May 2019. Approval was proposed by Cllr Coole <i>subject to amendment of Item 12.2 to read "there was a brief discussion following the NAPC decision on 19/00133/FULLN Balksbury House."</i> Seconded by Cllr Wilson Approved by all. Clerk to amend and Chairman to sign at next meeting.	Clk
5	<p>To receive the Clerk's progress report since the meetings held on 8th May 2019</p> <p>Item</p> <p>2.1. Return of Expenses to be sent to Electoral Services TVBC by all Cllrs.</p> <p>4.2./20.6 Declarations of Pecuniary Expenses to be published on Parish website and sent to TVBC</p> <p>8. Committee Membership to be updated on website. Complete</p> <p>9. Previous Minutes. Publish amended version on website. Complete</p> <p>15. Submit AGAR to External Auditor with copy to IA. Complete</p> <p>16.4.a. Liaison with Andover Royals. Cllr DC. Complete</p> <p>16.4.b. Service & Inspection of Pavilion boiler 16 May. Complete</p> <p>17.1 Trees work Brook Way/Foundry Rd, award contract. Complete</p> <p>20.1. Pension re-enrolment. Choose re-enrolment date and respond to regulator. Complete</p> <p>20.8. FOI A request. Responded 17 May. Complete</p> <p>20.9. Ivy advice. Cllr CW to liaise. Complete</p> <p>20.14. ICO Registration. Send direct debit form to ICO. Complete</p> <p>21. Next Agenda. Add Emergency Planning. Complete</p>	
6	<p>Planning</p> <p>1. Planning sub-committee to report on the following applications:</p> <p style="margin-left: 20px;">a. 18/01487/FULLN Land at Bury Hill change of use. Appeal against TVBC refusal made by applicant to Sec State 9 May 19</p> <p style="margin-left: 20px;">b. 19/01227/TREEN Pear Tree Cottage. No objection submitted 24 May 19</p> <p style="margin-left: 20px;">c. 19/01140/CLPN 7 Home Farm Cottages, Red Rice. Convert two dwellings into one. No objection submitted 28 May 18</p> <p style="margin-left: 20px;">d. 19/01184/FULLN Park House, Red Rice. Menage construction. No objection submitted 28 May 19.</p> <p style="margin-left: 20px;">e. 19/01288/FULLN 107 Bury Hill Close. Extension. No objection submitted 12 Jun</p> <p style="margin-left: 20px;">f. 19/01205/FULLN Park House. Wildlife pond construction. No objection submitted 4 Jun 19</p>	
7	<p>Neighbourhood Development Plan Steering Group Report</p> <p>Cllr Lockhart has temporarily stood down from her role leading the Built Environment WG; Cllr Eyre will take over for the time being. Cllr Lockhart was thanked by all for her valuable contribution to date.</p> <p>Cllr C Eyre provided an overall update on progress.</p> <ul style="list-style-type: none"> • David Nicholson, the consultant, has reviewed the first drafts of the 12 UC Policy Evidence Statements produced by the 3 Working Groups, and identified where additional information is required. In the main, he is satisfied that they largely cover his requirements and would be acceptable to the Independent Examiner. These updates will be complete by 30 June for review by the Parish Council at the July Meeting. • David Nicholson will provide the Draft SEA/HRA Screening Report by the end of June for review at the July PC Meeting. • The first draft NDP will be sent to the Steering Group for review by the end of August. A meeting with David Nicholson is scheduled for 3rd September to review this and alignment with Evidence Documentation. • A revised NDP will then be reviewed at the September PC meeting, along with the Evidence Documentation and a decision on the proposed date and structure of the Public Consultation with Parishioners on both the Evidence Documents and Draft NDP. 	

	<ul style="list-style-type: none"> • 24th September, final updated draft NDP will be available for the October PC meeting and an initial screening by TVBC for completeness. • Once approved, the Draft NDP and Evidence Package will be made available to all Parishioners in advance of the Public Consultation. 																									
8	<p>Borough Councillor to provide a monthly report</p> <ul style="list-style-type: none"> • Cllr Flood reported that she will in future attend alternate UCPC meetings and TVBC Cllr Coole will provide alternate briefings. • TVB car park machines are likely to be replaced with machines able to take credit card payments • TVBC is in discussion with planners and developers re possible redevelopment of Andover town centre. Ideas will be sought from residents via a public consultation process. • TVB Cllr Coole provided the following update: <ul style="list-style-type: none"> • TVBC has secured over £270k in two grants to help tackle homelessness, enhance current network of services and pilot the Homeless First initiative that targets long term and difficult to reach homeless people. • The Lights Theatre is now a drop-off point for the Hygiene bank and all items donated are distributed to local schools/organisations. • Andover Vision Stakeholders meeting on Tuesday 18th June, 6pm in the Andover Guildhall. • Andover Festival of Motoring to be held on Sunday 22nd September in Andover Town Centre. It is hosted by Our Andover CIC and will be run by the original Founders of the event. • The Andover Town Council has withdrawn its support for the Andover BID and discussions are now under way to produce something even better for Andover Town Centre • Andover CIC is about to launch a Single-use plastic free initiative for Andover initially and then if successful, look to TVBC roll it out across the whole Borough • Cllr Coole is examining ways to fund a new project for disabled/elderly access across the Town Centre. This will enable people to independently access street level shops/business premises and disabled toilets. • Discussions are under way to explore opportunities to enhance Vigo Park. • Discussions are under way to re-model the High Street shop frontages and turn back time by restoring original building features. 																									
9	<p>County Councillor to provide a monthly report</p> <ul style="list-style-type: none"> • Cllr Gibson that a consultation process is under way regarding the required annual savings of £80m • The Chairman described the unsatisfactory extent and quality of grass cutting throughout UC and AV which is the responsibility of HCC, sub-contracted to TVBC. • Cllr Gibson suggested that the Lengthsman Scheme could provide a solution. This has previously been rejected by the PC. • Cllr Flood will investigate re performance of TVBC grass cutting. • On potholes it was suggested that Cllr Gibson review those in Church Lane Upper Clatford which have been marked up since Jan 19 but not yet repaired 																									
10	<p>Finance:</p> <ol style="list-style-type: none"> 1. To receive and approve the financial statement for 1st May – 31st May 2019. Cllr Wilson proposed acceptance of the statement provided, seconded by Cllr Williams Approved by all. The Chairman then signed the statement. 2. Approve payments to be made. The following payments were approved: <table border="1"> <thead> <tr> <th>Chq No.</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2089</td> <td>British Gas</td> <td>£97.96</td> </tr> <tr> <td>2090</td> <td>Kirby Gas (Pavilion Boiler)</td> <td>£79.20</td> </tr> <tr> <td>2091</td> <td>Playsafety Ltd (Inspection)</td> <td>£168.60</td> </tr> <tr> <td>2092</td> <td>TVBC (Election Expenses)</td> <td>£28.80</td> </tr> <tr> <td>2093</td> <td>C Emmett (Salary, overtime & expenses)</td> <td>£711.41</td> </tr> <tr> <td>2094</td> <td>HMRC (PAYE)</td> <td>£194.77</td> </tr> <tr> <td>2095</td> <td>One Two Tree (tree work)</td> <td>£325.00</td> </tr> </tbody> </table> <p>An invoice was presented from the GM contractor but no cheques had been drafted due to an oversight. Cllrs queried to which areas “village areas” referred, so they can check which have been cut, see notes under item 11 below. To be discussed with Clerk on return.</p> 3. Card Transactions Made in Mar 19 07/05/2019 Land Registry (HP808244 - PV17)) £6.00 	Chq No.	Payee	Amount	2089	British Gas	£97.96	2090	Kirby Gas (Pavilion Boiler)	£79.20	2091	Playsafety Ltd (Inspection)	£168.60	2092	TVBC (Election Expenses)	£28.80	2093	C Emmett (Salary, overtime & expenses)	£711.41	2094	HMRC (PAYE)	£194.77	2095	One Two Tree (tree work)	£325.00	PH/ Clk
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11	<p>Playing Fields</p> <p>1. To report the Monthly Monitoring of Play Park Equipment. Cllrs Wilson and Williams reported that accompanying Playsafety inspector had been valuable. Minor works have been recommended. Cllrs will liaise with the Clerk to agree a schedule of works to be priced. Grass cutting is poor and needs to be more frequent in growth periods and cut shorter</p> <p>2. Sports Field</p> <p>a. Clatfest 22 Jun 19. PTA have requested access on 21 Jun for set-up. Agreed if co-ordinated with UCYFC. High Barrier and pavilion keys given to co-ordinator by Clerk.</p> <p>b. Andover Royals use of field Sep 19 – Apr 20. Cllr Coole has had no further response and therefore no action taken.</p> <p>c. Waste Bin. Cllr Coole has yet to determine the requirement.</p>	AW CW Clk
12	<p>Trees and Open Space</p> <p>a. Trees. Survey Work- Brook Way/Foundry Rd Cllr Williams reported that OneTwoTree had completed the task on 6 June and noted more green waste had been dumped by local resident(s). Cllrs Coole and Williams will visit and suggest actions.</p> <p>2. Open Spaces The Clerk is to progress the actions with Parker Bullen.</p>	Clk
13	<p>Footpaths and Highways</p> <p>1. Cllrs to report any footpath issues.</p> <p>a. Oversight. It was felt it was an oversight not to have included a footpaths portfolio. Cllr Wilson volunteered and was appointed.</p> <p>b. Priority Cutting Lists. Paths on PCL are due to be cut during June.</p> <p>2. Road Safety</p> <p>a. There was discussion about road safety in the vicinity of The Green. Cllr Coole will enquire with TVBC necessary process to enable improvements to be made and it was suggested that. We invite our local Police Officer to a PC meeting to discuss concerns</p> <p>b. Cllr Kennedy requested that Road Closure signs in Watery Lane should be taken away. [Afternote: The Clerk had previously requested this action on 31 May 19]</p> <p>3. Cllrs to report any street lighting issues Nil</p>	DC Clk
14	<p>External Committees and Events</p> <p>1. Report on changes to the website. Nil</p> <p>2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall. Cllr Kennedy reported on the Village Hall programme and agreed to raise the question of wifi connectivity provision in the Village Hall at the next VH Committee Meeting.</p> <p>3. Cllrs to report on other meetings Nil</p>	SK
15	<p>Correspondence and E mail</p> <p>1. 11 May. Parishioner. Green area (Valley Mead) dispute about ball games. Responded with minute from item 11 of 14 Jun 17 – no restriction.</p> <p>2. 13 May. Parishioner via website. Grass by 1-4 The Green and hedge Valley Rise/Foundry Rd. GM contractor asked to include this part of The Green. Hedge owner will be asked to cut back after nesting season</p> <p>3. 15 May. ICO. New Direct Debit confirmation</p> <p>4. 15 May. Parishioner via website. Roadside verge grass cutting through the village. This is an HCC responsibility and has been raised with TVBC who do the work for them.</p> <p>5. 17 May. TVBC. Notice of Planning - Appeal 18/01487/FULLN – Bury Hill. Change of use from agricultural to equestrian</p> <p>6. 19 May. Parishioner via website. Report of possible drug dealing in BBPF. Also reported to 101 by parishioner.</p> <p>7. 20 May. TVBC. Armed Forces Flag Raising Ceremony, Andover and Romsey 17 June 2019. Invitation. Copied to Chairman.</p> <p>8. 20 May. HCC (Access North). Rights of Way Vegetation Priority cutting lists 2019. Not yet published but U Clatford paths due cutting in Jun.</p> <p>9. 23 May. TVBC. Grass and verge map.</p> <p>10. 23 May. S Water. INVITATION: Working Together to Build a Resilient Water Future for the South East. Passed to Cllrs</p> <p>11. 29 May. HCC. Hants Superfast Broadband. Offer to do presentations at parish events.</p> <p>12. 30 May. HCC Countryside N. Rural Communities Fund grants available for up to £5000 for projects such as footpath improvements etc. Copied to AW</p> <p>13. 30 May. Neighbourhood Planning Grant – Offer of Grant T&Cs. Copied to PH & CCE. Acceptance (Due Diligence) forms submitted with BS and SO.</p> <p>14. 30 May. Cllr NS. Historic Landfill Site Upper Clatford, Old Cress beds. The site was licenced (4/98 FTV41) from 1991 to 1993 for Inert Waste. If the site was developed it would be subject</p>	

	to the contaminated land requirements. 15. 31 May. Parishioner. Removal of temporary road closure signs in Watery Lane. Request passed to HCC via website.	
16	Emergency Planning. It was agreed to invite TVBC Community Management Officer to give a brief presentation on Community Resilience	
17	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 10th July 2019 1. Dog fouling 2. Resilience planning	

Meeting Closed at 10.00 pm