

**UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 14th OCTOBER 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 G Stallard

Clerk – C Emmett (Minutes)

Apologies: County Councillor Gibson and Borough Councillors Mrs Flood

Item	Record of Business	Action
1	Apologies of Absence Apologies were received from County Councillor Gibson and Borough Councillor Mrs Flood.	Note
2	To receive and accept declarations of Interest None declared.	Note
3	To approve the minutes from the meeting held on 9th September 2015 All Councillors agreed that the minutes from the meeting held on 9 th September 2015, were accepted as a correct record of proceedings. Cllr Mrs Kennedy signed and dated the minutes to confirm this resolution.	Note
4	Public Participation Nil	
5	To receive the Clerk's progress report since the meeting held on 9th September 2015 6. Ditch clearing. Outstanding. See item 10. 7. Council Recruitment. The Chairman discussed this with the Clerk and agreed to take it on. 10. Change of address of the Clerk for Bank Statements and Utilities has been notified to providers. Address change also registered with TVBC, HCC and HALC 11a. Point of leak identified by S Water. Tenders requested from 3 companies. 11b. Hedge Cutting. Completed. See item 10 11c. Bench at Watery Lane. Completed, See item 12. 12a. Trees. Telephone advice has been received from D Cox, TVBC and passed to Cllr Williams. Sun Salads (HQ in Wimborne) requested to cutback hedge in Foundry Rd following report from public. 13a. TVBC contacted and will action broken bollard and sign on Anton Way at Watery Lane. 13c. R Alborough agreed to visit and discuss road safety issues on Tue 20th Oct at 1100 hrs.	SK
6	Planning – Planning sub-committee to report on the following applications: (All comments submitted to TVBC can be viewed on the TVBC Planning Portal). a. 15/02200/TREEN 07.09.2015 Upper Clatford. Fell 1 x Mountain Ash Sackville Court, Upper Clatford. NO OBJECTION b. 15/02355/TREEN23.09.2015 Upper Clatford. Fell Bay Tree. Hope Cottage, Upper Clatford. NO OBJECTION	Clerk
7	Borough Councillor's Report Cllr Stallard briefed the Council on: a. Sparkle Day 26. TVBC has selected Upper Clatford for a 'Sparkle Day' on 26 November 2015 to give the village a spruce-up and requested	Cllrs

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	<p>priorities from the Parish Council. Clerk will receive suggestions from Cllrs and produce a consolidated list for the next Council Meeting.</p> <p>b. Recent Awards. Andover Town centre, HALC Award Great British High Street and Enham Alemein have recently won awards.</p> <p>c. Grants. Ward Councillor grants (low value) are available for worthy projects. Replacement of the bench at Watery Lane may be appropriate. Clerk to apply. Higher level grants from the Community Asset Grant Fund exist to help improve community assets such as village halls.</p>	<p>Clerk</p> <p>Clerk</p>																														
8	County Councillors Report. Nil																															
9	<p>Finance:</p> <p>a. To receive and approve the financial statement for the period 1st – 30th September 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 border="0"> <thead> <tr> <th>Chq No.</th> <th>Amount</th> <th>Payee</th> </tr> </thead> <tbody> <tr> <td>1763</td> <td>£60.00</td> <td>Web2Works</td> </tr> <tr> <td>1764</td> <td>£248.40</td> <td>Parker Bullen</td> </tr> <tr> <td>1765</td> <td>£78.00</td> <td>HALC - Finance for Clerks course</td> </tr> <tr> <td>1766</td> <td>£1,314.37</td> <td>Came & Company – Insurance</td> </tr> <tr> <td>1767</td> <td>£21.17</td> <td>SSE S Electric</td> </tr> <tr> <td>1768</td> <td>£153.03</td> <td>S Water</td> </tr> <tr> <td>1769</td> <td>£336.00</td> <td>C Emmett - Clerk Salary</td> </tr> <tr> <td>1770</td> <td>£84.00</td> <td>HM Revenue and Customs 120PL00288568</td> </tr> <tr> <td>1771</td> <td>£52.43</td> <td>C Emmett - Office Expenses</td> </tr> </tbody> </table> <p>c. Budget Planning Meeting. The Chairman stated that a budget planning meeting for FY2016/17 would be required shortly. She would investigate dates. Afternote: Provisionally scheduled for Monday 23 November 2015</p>	Chq No.	Amount	Payee	1763	£60.00	Web2Works	1764	£248.40	Parker Bullen	1765	£78.00	HALC - Finance for Clerks course	1766	£1,314.37	Came & Company – Insurance	1767	£21.17	SSE S Electric	1768	£153.03	S Water	1769	£336.00	C Emmett - Clerk Salary	1770	£84.00	HM Revenue and Customs 120PL00288568	1771	£52.43	C Emmett - Office Expenses	
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10	<p>Playing Fields</p> <p>a. To report the weekly Monitoring of Play Parks Equipment. Cllr Williams gave a summary and concluded by noting that self-seeded saplings by the fence in BBPF needed removal before they grew too big. Cllr Newall would look at removing them for the 5 November Bonfire otherwise they were to be added to 'Sparkle Day' list. There was discussion and concern that dogs were still being taken into the parks despite notices banning them. It was noted that the ban was to try to prevent the spread of diseases caused by dog faeces. Residents are asked to respect the dog ban in both parks. Cllr Newall reported that the waste bin in BBPF needs re-fixing to its stands. He also highlighted areas of fly-tipping of garden waste in both BBPF and on the footpath behind Manor Rise.</p> <p>b. Review of Play Equipment. Nothing to report.</p> <p>c. May Fayre Grant for New Bench. Clerk to get quotes.</p> <p>d. Sports Field Ditch Clearing. Grant application outstanding</p> <p>e. Sports Field Hedge Cutting. Quote received from J Moodie was accepted by Council for work in week ending 17 October 2015. Afternote: Task completed.</p> <p>f. Pavilion Water Supply Leak. Based on quotes received it was decided to use Andover Gas & Water to complete a repair on the point of leak</p>	<p>AN</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																														

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	rather than replace the entire pipe at this stage.	
11	<p>Trees and Open Spaces</p> <p>a. To report the trees and open spaces requiring attention. Mrs Williams reported on trees that needed attention behind Taskers Drive, and on Foundry Road that may need attention. There was discussion about whether the Parish needed a policy on trees or if it should continue to take each case as it came. For now it was agreed that quotes should be obtained for removal of those trees on Foundry Road disturbing the adjacent fence and removal of the self-seeded trees behind 9 Taskers Drive. The bush in the area of Church House was not deemed to be a Council matter</p> <p>b. Trees in Foundry Road. See above</p> <p>c. Cllrs to agree arrangements for the Bonfire. There was discussion regarding the underwriters requirements then a risk assessment was carried out. Fire and Police have been notified. Cllrs Butler and Newall volunteered to supervise the event and erect the crowd barrier. Cllr Kennedy agreed to seek a volunteer 1st Aider, Cllr Newall would arrange a safe room for 1st Aid and access to hoses from residents of the Green. The Clerk was to notify the Insurers of the arrangements and liaise with TVBC for removal of the residue from the fire.</p>	<p>Clerk/ CW</p> <p>SB / AN SK / AN</p> <p>Clerk</p>
12	<p>Footpaths and Highways</p> <p>a. Cllr to report any highway issues. Road surfaces remain poor. Awaiting feedback from Cllr Gibson.</p> <p>b. Cllr Newell to report any street lighting issues. No issues.</p> <p>c. Road Safety. R Alborough from TVBC is coming to discuss issues with Cllrs on Tue 20 October. Cllr Kennedy asked that it be established where we stood regarding a 20 mph limit.</p> <p>d. Bench at Watery Lane. An insurance claim is not a realistic option however it may be appropriate to apply for a TVBC Local Councillors grant.</p>	<p>Clerk</p> <p>Clerk</p>
13	Website. Cllr Butler reported that a notice of the 2016 Village Hall talks had been posted on the website and that a donation of £20 had been received towards the site costs from Neat Sweeps	
14	Village Hall. Cllr Mrs Kennedy reported that a lighting consultant had surveyed the Village Hall and that report is awaited.	
15	Correspondence. The Clerk reported on correspondence received and Cllr Kennedy reported on a letter from the Chief Constable asking that the local PCSO, David Trowbridge, be allowed to talk to Council about his role. Agreed. He was to be invited to attend whenever he wished and informed of the dates for November and December.	Clerk
16	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.	
17	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 10th November 2015	

The meeting was closed at 10.30pm