

UPPER CLATFORD PARISH COUNCIL  
 MINUTES FROM THE (VIRTUAL) MEETING OF THE PARISH COUNCIL HELD ON  
 WEDNESDAY 14<sup>TH</sup> APRIL 2021  
 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, C Eyre, H Folkard-Tapp, S Kennedy, N Shah, C Williams, A Wilson, TVBC Cllr M Flood (to item 11), HCC Cllr A Gibson (to item 9) Minutes – C Emmett, Parish Clerk
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1	<b>Apologies for Absence</b> Cllr A Lockart. Cllr Coole had advised he would be late.	
2	<b>To receive and accept declarations of interest</b> Cllr Wilson on item 6 as a neighbour to Bury Hill Farm	
3	<b>Public Participation</b> 2 x members of the public attended until the end of item 6 and spoke about concerns regarding Planning Application 21/01039/FULLN Bury Hill Farm, conservation and ecological enhancement scheme. He will be submitting comments to TVBC.	
4	<b>To approve the minutes from the (virtual) Meetings held on 10th March 2021</b> Cllr Eyre proposed the acceptance of the minutes, seconded by Cllr Williams and agreed by all	
5	<p><b>To receive the Clerk's progress report since the meeting held on 10th March 2021</b></p> <p><b>Item</b></p> <p>6.1.d. Submit No Objection to 21/00562/FULLN Cophall Cottage. <b>Complete 16/3</b></p> <p>12.2.a. Insurance liability for personal trainer in AVPF. Confirm if professional and if insured. <b>Complete.</b> (Yes and Yes).</p> <p>12.3.a. BBPF. May Fayre now on 26 Jun 21. The Chairman asked the Clerk to inform TVBC to ensure a suitable grass cutting schedule. <b>Complete</b></p> <p>12.4.b. Sports Field Utilities. Seek fixed term quotes from current electricity supplier</p> <p>13.2.a.i. Underplanting and Tree Removal at BWB. Clerk to liaise with Tree Surgeon and TVBC regarding dates for Ash removal. <b>Complete</b></p> <p>13.2.b. Instruct J King to remove epicormic growth on the lime tree at The Green. <b>Complete</b></p> <p>14.2.c. Wall By Ash Grove. Write to owner. <b>Complete 22/3</b></p> <p>17.4. Fingerpost refurbishment. Invite parishioner (EF) to do task. <b>Complete.</b></p> <p><b>Subsequent</b></p> <p>1. Rubbish 28 Above Town. Consider action.</p> <p>2. Green Waste Above Town – As Aster to clear. <b>Agreed</b></p> <p>Locality Grant End of Year Report. See Groundwork 12 Mar email. <b>Submitted</b></p>	
6	<p><b>Planning –</b></p> <p><b>1. Planning Committee to report on applications</b></p> <p>a. <b>21/00681/TREEN.</b> Home Orchard – Fell 1 x Cherry. No objection from UC PC. Approved by TVBC.</p> <p>b. <b>21/00776/TPON.</b> 12 Brook Way - Ash Tree (T1) - Fell, Ash Tree (T2) – Fell. Suspected ADB No objection.</p> <p>c. <b>21/00816/TREEN.</b> Bury Hill Farmhouse. Removal of 28 x leylandii trees and replace with healthier specimens. No objection.</p> <p>d. <b>Removal of Hornbeam on The Green.</b> Cllr Bennett stated that formal planning process should have followed as it was on the conservation area boundary. Due to a procedural error at TVBC felling was allowed. An apology has been made and procures are being reviewed. Cllr Bennett has suggested it be replaced nearby with a tree in memory of the late Prince Philip, Duke of Edinburgh.</p> <p>e. <b>21/00200/FULLN</b> The Old Malthouse Upper Clatford. Reconstruction of existing entrance lobby, on rear North-West corner of existing house, relocation of cloakroom. Permission granted subject to conditions.</p> <p>f. <b>21/01039/FULLN. Bury Hill Farm.</b> Conservation and ecological enhancement scheme. Reply due to TVBC by 7 May 21. Cllr Wilson declared an interest as a neighbouring property owner. As a response was due before the next scheduled Parish Council meeting on 12 May 21 (rescheduled to 5 May 21 at item 12), Cllrs Shah and Folkard-Tapp spoke on the detail of this application and its possible impacts on the Local Green Space (LGS as detailed in the NDP), biodiversity and the Site of Interest for Nature Conservation (SINC). In summary the applicant proposes to create 3 x lakes to be filled from Pillhill for nitrate filtration with a footpath, landscaping and planting. The application can be seen at:  <a href="https://view-applications.testvalley.gov.uk/online-applications/applicationDetails.do?keyVal=QR7871QCKPN00&amp;activeTab=summary">https://view-applications.testvalley.gov.uk/online-applications/applicationDetails.do?keyVal=QR7871QCKPN00&amp;activeTab=summary</a> .  <b>The Planning Committee is to make a response recommendation to all Council members before the deadline.</b></p> <p><b>2. LGS. Undergrowth Clearance</b> (near Waterloo Tce). It was noted that there was much local concern/interest and it has been raised with TVBC Planning staff and given Enforcement reference 21/0164/REG - 13/4/21. The Enforcement Officer comments: This private land is not inside the buildings Conservation Area (which also affords protection to most trees), nor are the trees there subject to TPO protection. As such no offences enforced by TVBC have been</p>	

	<p>committed. Vegetation clearance will not be regarded as development requiring planning permission. If it is considered that a protected habitat has been damaged / destroyed, potentially an offence has been committed. These wildlife offences though are investigated / prosecuted by the police under the guidance of Natural England.</p>	
7	<p><b>Neighbourhood Development Plan Steering Group Report</b> Cllr Eyre noted that the Referendum on adoption of the NDP would take place with the elections on 6 May. He hoped that the COVID induced delay had not adversely impacted on parishioner interest and awareness of it. He stated that advice from TVBC stated that the Parish Council could not promote an outcome (either for or against) but felt neutral information, such as that used on TVBC's Electoral Services letter templates could be used to remind parishioners about it. It was agreed that neutral banners might be</p> <div style="text-align: center;">  </div> <p>used.</p>	
8	<p><b>Covid-19 Support (Group) Committee</b> Cllr Bennett reported that it was planned to dissolve the Support Group in June at the time all COVID restrictions are lifted.</p>	
9	<p><b>Borough Councillor to provide a monthly report</b></p> <ol style="list-style-type: none"> <li>1. Cllr Flood reported: <ol style="list-style-type: none"> <li>a. <b>Markets.</b> The monthly Artisan markets are back for 2021 - Andover High Street local produce and crafts on the third Sunday of each month starting from 18 April. The indoor pop-up craft market returns in the Chantry Centre on 24 April &amp; and 25 May.</li> <li>b. <b>TVBC Car Parking Charges</b> Charging resumed on April 12th when non-essential shops re-opened.</li> <li>c. <b>Andover Leisure Centre</b> The 12 April saw a re-opening of our Leisure Centres, with bookings for gym and lane swimming sessions are available. For more details on what is open at the Test Valley sites: <a href="https://www.placesleisure.org/coronavirus/test-valley/">https://www.placesleisure.org/coronavirus/test-valley/</a></li> <li>d. <b>COVID-19 - Community Testing update.</b> The Government announced that free rapid coronavirus testing will be available to everyone in England from 9 April. People without symptoms are being encouraged to take regular twice weekly tests to help prevent outbreaks and help us reclaim a more normal way of life. You can book a test to be carried out at site online here: <a href="https://outlook.office365.com/owa/calendar/TestValleyAsymptomaticTestCentre@hants.onmicrosoft.com/bookings/">https://outlook.office365.com/owa/calendar/TestValleyAsymptomaticTestCentre@hants.onmicrosoft.com/bookings/</a> Picket Twenty is also a home test collection point: collections are open to everyone. Opening hours are: Mon, Wed, Fri: 7.30am – 2.30pm Tues &amp; Thurs: 12 noon – 6.30pm Saturdays: 9am – 1.00pm. Last entry for testing is 30 mins before the stated site closure time</li> <li>e. <b>Over-pumping.</b> Neighbouring parishes are also concerned about S Water over-pumping into local rivers and feel greater efforts are needed on rebuilding the infra structure. Abbots Ann PC proposes that PCs work together on this matter. Agreed. Cllr Flood would inform the coordinators.</li> </ol> </li> </ol>	
10	<p><b>County Councillor to provide a monthly report</b> Cllr Gibson confirmed that this was his last meeting and thank Cllrs for their support and efforts for the parish. He spoke about over-pumping, saying that Broughton PC was also concerned about pollution and noting that Fullerton pumping station does not have nitrate filters unlike many others. He had submitted a written report which highlighted:</p> <ol style="list-style-type: none"> <li>1. <b>Hampshire County Council Farms Policy 2021-2050</b> HCC has a 1,900-hectare farm estate. Holdings range from 1.8 hectares (4.45 acres) to 114 hectares (282acres). These provide an affordable first step on the farming ladder for aspiring farmers and makes a significant contribution to the rural economy. The new policy for county farms in Hampshire sets out a clear direction for the management of these public assets in the coming decades.</li> <li>2. <b>Ticks and Lyme Disease</b> As spring approaches and more people are outdoors Hampshire residents are urged to be 'tick aware' especially when walking in wooded areas or long grass where ticks attach themselves to people or animals as they pass by. Further information is available here: <a href="https://www.hants.gov.uk/News/20210401ticks">https://www.hants.gov.uk/News/20210401ticks</a></li> <li>3. <b>HWRC - Book your Spring Recycling Slot</b> The HWRC booking system offers more than 50,000 booking slots each week and, from 1 April, sites will be open for longer: 9am – 6pm every day during the summer months. A wide range of household items can be taken to one of Hampshire's 24 HWRCs for recycling or disposal and information about what can and cannot be deposited can be found online <a href="https://www.hants.gov.uk/wasteandrecycling/recyclingcentres/">https://www.hants.gov.uk/wasteandrecycling/recyclingcentres/</a> Bookings can be made online at <a href="http://www.hants.gov.uk">www.hants.gov.uk</a> or by telephone 0300 555 1389. Anyone who is unable to make their booking for whatever reason is asked to please use the link in the confirmation e-mail to cancel it, so it may be made available to another resident. Bookings can also be amended, in this way, to another time if needed.</li> <li>4. <b>Highways.</b> The March Newsletter was provided and is on the website Community Page/Local Notices <a href="#">here</a></li> </ol> <p>The Chairman thanked Cllr Gibson saying it had been a pleasure working with him. Cllrs Gibson left at this point.</p>	

11	<p><b>Project - Taskers Railings Monument</b></p> <ol style="list-style-type: none"> <li>1. Location. Following a site visit, there was not enough support for a Special Motion to change the earlier decision, in part due to the removal of hedging at the existing monument on the corner of Valley Mead which is highlighted in the NDP as a scenic view (SV2).</li> <li>2. Cllr Shah advised that there were not enough salvageable rails to make a tree guard so there would only be the railings monuments. He then described the options and costs for information plaques. It was agreed that aluminium etched and sealed items should be purchased at £95 + VAT each and that <b>Cllr Shah would circulate the proposed design of each to Cllrs for comment.</b></li> <li>3. Grant. It was noted that the TVBC grant is carried forward and ring fenced in the projects line of the budget. Cllr Flood left at this point.</li> </ol>	NS																																												
12	<p><b>Governance</b></p> <ol style="list-style-type: none"> <li>1. <b>Rules and Regulations (Standing Orders, Financial Regulations, Risk Management etc)</b> Cllrs were asked for any observations regarding the rules and regulations posted on the website so they could be amended if necessary, before the AGAR is presented for approval at the May 21 meeting. The ability to make large debit card BACs/FPS transactions at the bank was discussed. Rather than relying on the retrospective monthly statement for governance, the <b>Clerk was asked to examine with the bank steps to restrict sums to £500 for single signature transactions.</b> The Clerk stated that the Internal Audit was on Mon 19 Apr 21 and the IA's comments and AGAR would be presented prior to the next meeting.</li> <li>2. <b>Future Meetings (Venue and frequency).</b> Government legislation for virtual meetings lapses after 6 May 21 and HALC have recommended Councils review planned meetings <b>Proposals</b> <ol style="list-style-type: none"> <li>a. <b>To hold the May meeting over Zoom on Wed 5 May 21 It was noted that this must include</b> election of Chairman, allocation of and approval Annual Governance and Accounting Statements (AGAR). <b>Agreed.</b></li> <li>b. <b>Consider frequency of future meetings once permission for virtual meetings lapses on 6 May 21.</b> It was decided to defer that decision until the May meeting as the legislative position may change before then. <b>Deferred.</b></li> <li>c. <b>Consider necessary delegations if meetings are to occur less than monthly.</b> . It was decided to defer that decision until the May meeting as the legislative position may change before then. <b>Deferred</b></li> </ol> </li> </ol>	<p>Cik</p> <p>All</p> <p>Cik/All</p> <p>Cik/All</p>																																												
13	<p><b>Finance:</b></p> <ol style="list-style-type: none"> <li>1. <b>To receive and approve the financial statement for 1 March 2021 – 31 March 2021</b> Following discussion about the General Reserve acceptance was proposed by Cllr Williams, seconded by Cllr Coole and agreed by all.</li> <li>1. <b>To approve payments to be made</b></li> </ol> <table border="1" data-bbox="244 1167 1133 1366"> <thead> <tr> <th>PV</th> <th>Chq No.</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Card DD</td> <td>Zoom (Monthly sub)</td> <td>£14.39</td> </tr> <tr> <td>2</td> <td>Bacs</td> <td>TVBC(Sports ditch &amp; Hedge FY20-21)</td> <td>£339.61</td> </tr> <tr> <td>3</td> <td>Bacs</td> <td>SSE (Pavilion Electricity)</td> <td>£85.18</td> </tr> <tr> <td>4</td> <td>2215</td> <td>C Emmett (Salary, overtime &amp; exp)</td> <td>£566.08</td> </tr> <tr> <td>5</td> <td>2216</td> <td>HMRC (PAYE)</td> <td>£138.80</td> </tr> <tr> <td>6</td> <td>Bacs</td> <td>Groundlord (Fell Ash)</td> <td>£1,416.00</td> </tr> </tbody> </table> <p><b>Payments raised since last meeting</b></p> <table border="1" data-bbox="244 1417 1133 1534"> <tbody> <tr> <td>96</td> <td>Bacs</td> <td>TVBC (GM &amp; BWB clear)</td> <td>£5,942.95</td> </tr> <tr> <td>97</td> <td>Bacs</td> <td>TVBC (Dog Bins)</td> <td>£1,221.60</td> </tr> <tr> <td>98</td> <td>Bacs</td> <td>J King (Tree care)</td> <td>£60.00</td> </tr> <tr> <td>99</td> <td>Card</td> <td>SWBS (Water Pavilion)</td> <td>£5.93</td> </tr> </tbody> </table> <p>These were approved except for the cheques for Salary and PAYE invoices which had a mathematical error which is to be rectified and re-presented to signatories.</p> <ol style="list-style-type: none"> <li>2. <b>Grants</b> <ol style="list-style-type: none"> <li>a. <b>Flower Show request.</b> A grant request had been received. A s.137 of £50 was approved.</li> </ol> </li> <li>3. <b>Solar Farm – Community Funding</b> Cllr Eyre gave the following update: <ol style="list-style-type: none"> <li>a. TVBC FOI. CCE still has concerns regarding the outcome of an internal email questioning where the 3 copies of the Notice of Planning Application generated by UniForm were sent.</li> <li>b. K Malthouse MP has written to the developers. We are waiting to hear their response.</li> <li>c. Squire Patton Boggs. According to the Complaints Handling Partner at this law firm, the individual lawyer representing AGR at the Appeal Inquiry was not aware, at the time of that Inquiry, of the decision (apparently taken by his client at some stage prior to the initial refusal of planning permission) to withdraw the proposed Community Benefit. While we accept this response, we continue to press the firm as to why AGR's lawyer provided such a misleading response as to the reasons for withdrawal. And we continue to press AGR as to why they allowed the Inquiry to be misled, by failing to advise their legal representative, in advance of the Appeal Inquiry, of the withdrawal decision they had already taken. The solicitors (SPB) have informed TVBC that they no longer act for AGR.</li> </ol> </li> </ol>	PV	Chq No.	Payee	Amount	1	Card DD	Zoom (Monthly sub)	£14.39	2	Bacs	TVBC(Sports ditch & Hedge FY20-21)	£339.61	3	Bacs	SSE (Pavilion Electricity)	£85.18	4	2215	C Emmett (Salary, overtime & exp)	£566.08	5	2216	HMRC (PAYE)	£138.80	6	Bacs	Groundlord (Fell Ash)	£1,416.00	96	Bacs	TVBC (GM & BWB clear)	£5,942.95	97	Bacs	TVBC (Dog Bins)	£1,221.60	98	Bacs	J King (Tree care)	£60.00	99	Card	SWBS (Water Pavilion)	£5.93	
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	<p>d. Time limit (Statute of Limitations). Time to bring a case on this is limited by statute and it is recommended that we initiate a case by Nov 21 which would reflect the date of Planning Permission. To that end a request was made to increase the legal budget for a qualified legal opinion to support engagement of litigation finance. This was deemed outside of the scope for this agenda and <b>an Extraordinary Meeting was to be called for Thu 22 Apr 21 to vote on the matter.</b></p>	Clk/All
14	<p><b>Playing Fields</b></p> <p>2. <b>To report the Monthly Monitoring of Play Equipment</b> Cllr Wilson had inspected and all was serviceable. He did however suggest the seesaw might need servicing/lubrication but could not see any greasing points. <b>Clerk to check availability of local servicing teams and grease points for the seesaw.</b> Cllr Williams reported all equipment in AVPF serviceable but warned that the seats on the whirligig were showing signs of wear.</p> <p>a. <b>Anna Valley Playing Field.</b> The Clerk reported that he had confirmed the trainer held insurance cover for working in public open spaces.</p> <p>3. <b>Balksbury Bridge Playing Field</b> Nothing reported.</p> <p>4. <b>Sports Field</b> Nothing reported.</p>	
15	<p><b>Trees and Open Space</b></p> <p>1. <b>Ash Brook Way Bottom</b> – Felled but with the planting of a new tree as a planning condition. TVBC state, this is standard when a TPO is in place, irrespective of the amenity value on a specific site.</p> <p>a. Within the first planting season following the felling of the tree T1 hereby permitted, a replacement Oak (<i>Quercus robur</i>) or Beech (<i>Fagus sylvatica</i>) or species first agreed in writing by the Local Planning Authority, of standard nursery size or larger, shall be planted within 3m of the felled trees stump. Reason: In the interests of amenity and the appearance of the locality.</p> <p>b. If any tree planted in discharge of the previous condition, within a period of five years from the date of planting, (or any other tree planted in replacement for it) is removed, uprooted, destroyed or dies, another tree of the same size and species shall be planted in the same place, or as may be agreed in writing with the Local Planning Authority. Reason: In order to perpetuate the level of tree cover of the area.</p> <p>2. <b>Underplanting Brook Way Bottom</b> Cllr F-Tapp stated that once the optimal planting position and type of tree was agreed with Cllr Bennett, planting around the area could be managed.</p>	
16	<p><b>Footpaths and Highways</b></p> <p>1. <b>Cllrs to report any footpath issues</b> Nothing reported.</p> <p>2. <b>Road Safety</b> Cllr Bennett reported on the Speed Indicator Device (SID)</p> <p>a. <b>Siting.</b> He had been approached by the owner of 2 Taskers Drive, requesting the sign be relocated further down Foundry Road as it currently shines directly into her sitting room. She offered to contribute towards the cost of re-siting if necessary. Agreed. Cllr Bennett would look at alternative positions to then be arranged with Highways.</p> <p>b. Assistance. Cllr Bennett said he would also like to seek a volunteer to share the role of battery charging and moving. He didn't think that it needed to be a Parish Councillor</p> <p>c. Data Management Laptop/Tablet. If funding is available, it would be good to buy a cheap PC/tablet for this purpose. The obsolete family laptop currently used is not satisfactory.</p> <p>3. <b>Report any street lighting issues</b> Nothing reported.</p>	
17	<p><b>External Committees and Events</b></p> <p>1 <b>Report on changes to the website</b> The Clerk reported display of an item with several links about Universal Credit had been requested by a Mary Williams has yet to be displayed. It will not be displayed until the sender and links have been verified.</p> <p>2 <b>Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b> Cllr Kennedy reported that the Hall was now open under certain conditions. See Village Hall website.</p> <p><b>Cllrs to Report on other meetings or Training</b> Nothing reported.</p>	
18	<p><b>Correspondence and E mail</b></p> <p>1. 9 Mar. Conservation Gp Coord. Upper Clatford Conservation Group</p> <p>2. 10 Mar. TVBC (SH). NDP Referendum Planning. Details of the Plan and Referendum will be published on TVBC website on 17 Mar 21</p> <p>3. 10 Mar. TVBC (EH). Test Valley Association of Parish and Town Councils - Agenda for meeting 18 March 2021. Copied to Cllrs</p> <p>4. 11 Mar. UCYFC via DC. Change of date to end of the season.</p> <p>5. 12 Mar. NP TVBC. Charlton Neighbourhood Plan Publication of Examiners Report and Decision Statement.</p> <p>6. 12 Mar. NP TVBC(Action copy to CCE). Update on Neighbourhood Plan Referendum. Need for Campaign groups to register with TVBC Electoral Services. Copied to CCE.</p> <p>7. 12 Mar. Groundwork UK. Neighbourhood Planning - End of Grant Report NPG-11594. <b>Action</b></p> <p>8. 12 Mar. SSE Business Energy. Letter – Electricity Rate Change.</p> <p>9. 12 Mar. Andover Groundworks. Footpath /drainage</p> <p>10. 12 Mar. GC PC via CCE. RE: Cowdown Solar Farm – POC</p> <p>11. 13 Mar. Playsafety. Notification of play area inspection in May for Upper Clatford Parish Council. Copied to CW and AW.</p> <p>12. 15 Mar. TVBC (CJ). Promotion of Nightingale Lodge, Romsey.</p>	

	<p>13. 15 Mar. Email PH to WW. RE: Cowdown Solar Farm covering letters from P Begg dated 13 Mar 21 to OJ Breidt and CE &amp; Board of Equitex</p> <p>14. 18 Mar. HCC. Free community energy masterclass for Hampshire community groups. To Cllrs and village website – events.</p> <p>15. 19 Mar. Groundlord. Dangerous Tree Branch. Enquiry about 21/00534/TPON.</p> <p>16. 19 Mar. Community Energy South. Free Community Energy Masterclass for Hampshire and South Downs</p> <p>17. 19 Mar. Test Valley Sch. News item this week from Test Valley School</p> <p>18. 20 Mar. Parishioner (JK). All Saints' Church Flower Festival. Grant request.</p> <p>19. 21 Mar. Geoxphere. Invoice reminder. Responded cheque posted 12 Mar.</p> <p>20. 22 Mar. Locality. Can you contribute to a new neighbourhood planning best practice toolkit? – Survey. Copied to CCE for info/action as appropriate.</p> <p>21. 23 Mar. TVBC (ML). RE: Upper Clatford Article 4 request. NS cc addressee.</p> <p>22. 23 Mar. Parishioner. Re: Village signposts. Suggests liaison and commonality of materials. Copied to NS and RB.</p> <p>23. 23 Mar. HALC. Get Involved: Get Informed - making a difference. Copied to Cllrs.</p> <p>24. 25 Mar. ANT (AT). RE: Chalk Pit - Rent and Repairs.</p> <p>25. 25 Mar. HCC. POSTPONED: Free community energy masterclass for Hampshire community groups.</p> <p>26. 25 Mar. TVBC Planning FOI. Freedom of Information request - no. 6291 - Solar Farm. Copied to PH, CCE.</p> <p>27. 25 Mar. Unityonline. FW: Group Organisations Update</p> <p>28. 27 Mar. Parish Councils UK. Re: Universal Credit Information For Your Community. Item on website</p> <p>29. 29 Mar. Farleigh Sch. RE: Farleigh House - Protecting the Heritage. Possible meet after summer term</p> <p>30. 30 Mar. CPRE. Virtual AGM and talks - Saturday, 24 April 2021. Copied to Cllrs.</p> <p>31. 31 Mar. HALC. LCPD People News - Spring 2021</p> <p>32. 31 Mar. MP via website. Banns of Marriage. Directed to church contacts page on website.</p> <p>33. 31 Mar. CER. Access Newsletter</p> <p>34. 1 Apr. Kingsmead Resident (ED). Village Hall booking. Referred to VH Bookings Clerk</p> <p>35. 1 Apr. TVBC (ML). Upper Clatford Article 4 request. Report complete for Hd Planning review on return (12 Apr).</p> <p>36. 1 Apr. Aster (JE). Property ownership Above Town.</p> <p>37. 3 Apr. Parishioner (LM). Boundaries. Replied and copied minute 12 of 11 Dec 19.</p> <p>38. 6 Apr. Aster (JE). RE: Property ownership, rubbish and green waste Above Town.</p> <p>39. 6 Apr. Census Team. April Census Update. Copied to website</p> <p>40. 9 Apr. Houghton PC. Houghton Neighbourhood Development Plan Reg 14 Consultation. Comments by 7 Jen 21. To NS</p> <p>41. 9 Apr. Parishioner RKL. Complaint about clearance of LGS1. Responded by phone.</p> <p>42. 11 Apr. SSE. Complaint Reference 534410050080421 – Estimated meter reading acknowledgement.</p> <p>3 13 Apr. TVBC Enforcement. Enforcement reference 21/0164/REG update.</p>	
19	<p><b>Projects</b></p> <p>1. Footpaths. Nothing reported.</p> <p>2. Railings Monument. (see item 12)</p> <p>3. Village Signpost (Fingerpost) Refurbishment. The parishioner requesting finger post refurbishment has agreed to consider helping the project during the Spring/ Summer and asked if volunteers (RB, CCE, NS) could discuss paint types to ensure standardisation weatherproofing. Agreed.</p>	
	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14<sup>th</sup> April 2021</b></p> <p>1. Election of Chair &amp; Deputy</p> <p>2. Portfolios</p> <p>3. Governance: Approval of Procedures</p> <p>4. Internal Audit Report</p> <p>5. AGR – Approval</p> <p>6. Delegations &amp; Future Meetings.</p>	

**Meeting Closed at 10:07 pm**