

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting held on
THURSDAY 7th April 2016
7.00pm at the Abbots Ann War Memorial Hall



Present: Parish Councillors Mrs B Deacon (Chairman), Mrs E Howard (Vice Chairman), B Sims, Mrs S Coffey, Mrs S Bleeker, A Hayter (arrived 19.06), B Griffiths (arrived 19.19), Borough Councillor Mrs M Flood, County Councillor A Gibson

Members of the Public: 6

Minutes: Mrs Clare Cotterell – Clerk

Meeting started at 19.00

AGENDA ITEM		ACTION
1	Apologies for Absence Apologies were received from Borough Councillor Stallard.	NOTE
2	Declarations of Interest Cllr Griffiths advised later in the meeting that Rosemary Groves is his wife and is retained as village correspondent by the Andover Advertiser.	NOTE
3	Cllrs to agree the minutes to be an accurate record of the meeting held on 3rd March 2016. Resolved: Proposed Cllr Sims, seconded Cllr Coffey, all agreed. Cllrs to agree the minutes to be an accurate record of the extraordinary meeting held on 17th March 2016. Resolved: Proposed: Cllr Sims, seconded Cllr Bleeker, all agreed. Cllr Coffey commented that the January minutes were still incorrect. The Chairman pointed out that the January minutes were amended and voted on by a majority at the meeting on 4 th February 2016 and therefore could not be changed. The Chairman also said that she had taken advice from HALC on this specific subject, who advised that "once Minutes have been approved by a majority at a formal meeting of the Council then those Minutes cannot be changed at a later date because someone isn't happy with one of the decisions made."	
4	Actions from the meetings held on 3rd and 17th March 2016 to be provided 03.03.16 – Item 10 – Check whether footpath exists alongside A303 towards Burghclere Down – sent enquiry to HCC Countryside Service who referred to definitive map available online or at HCC offices – no official footpath shown to exist there. – Completed. 03.03.16 – Item 11 – application proceeding for adoption of telephone box – process can take up to 90 days – ongoing. 03.03.16 – Item 12 – Defibrillator purchased. – Completed. 03.03.16 – Item 13 – Correspondence items all completed. 03.03.16 – Item 14 – identify powers for expenditure – ongoing. 17.03.16 – Item 4c - To provide monthly breakdown of income and expenditure - From April this will be provided at each PC meeting. - Ongoing. Clerk also passed round the updated budget sheet which was discussed. Clerk will add the expenditure powers to the budget sheet. 17.03.16 - Item 5b - To investigate cost of purchasing a storage container - There are many options, to get a definitive quote will need to know exact requirements - examples found are a 20ft used plylined container at approx. £2300.00 + VAT + delivery. Or a Grade A used 20ft container at approx. £1350.00 +VAT + delivery. - Completed A discussion was held regarding storage containers and whether there was some storage space available in the shed at WMH.	Clerk

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	<p>Chairman & Clerk to review storage in the shed and to make recommendations at May Parish Council meeting regarding the best way to proceed.</p> <p>17.03.16 – Item 5c – Updating Asset Register – ongoing.</p>	Chairman & Clerk
5	<p>Public Participation - <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i></p> <p>None.</p>	
6	<p>Borough and County Councillor Reports:</p> <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> • Council Tax – Hampshire has had to raise its precept this year by 3.99%. This is an increase of £41.40 on a band D property, an increase of 80 pence a week. • Libraries – The feedback from the 11 week public consultation will be considered by the Executive Member for Culture, Recreation and Countryside at his decision day on 18 April 2016. Cllr Gibson said mobile libraries will be closing but planning to combine home delivery with a community service in village halls with coffee mornings, also introducing ebooks/user friendly tablets for skyping/downloading books. • Highways – Cllr Gibson is experiencing strong resistance from Highways to speed limit changes on roads where reduced speed on certain sections have been requested. Cllr Gibson will continue to push for reduced speed limits. Cllr Gibson also reported that £1.5m has been provided by central government to deal with potholes. • Lighting issue at Burghclere Down – Cllr Gibson is chasing HCC for a follow up to his request. The following amendment approved on 19.05.16 – word "Subsequently" changed to "Afternote". Afternote: Cllr Gibson has reported that he has a definitive road lighting map for the area which he will distribute. <p>Cllr Griffiths commented vigorously about his own recent experience of potholes causing damage to his car.</p> <p>Cllr Flood reported:</p> <ul style="list-style-type: none"> • TVBC is offering a free dog microchipping service to comply with the new law which came into force on 6 April 2016. There are two drop-in sessions on the following dates: Picket Twenty Community Centre on Friday, 15 April 2016 from 2pm to 8pm Abbotswood Community Centre on Monday, 18 April 2016 from 2pm to 8pm • Poll cards for the Police and Crime Commissioner Election on 5 May 2016 are being sent out across Test Valley to residents registered to vote. Voters must be registered and the deadline for registering is 18 April 2016. The deadline for registering for a postal vote is 5pm on 19 April 2016. Proxy vote applications must be received by 5pm on 26 April 2016. <p>Cllr Griffiths asked what was the cost to TVBC to provide the free chipping. Cllr Flood said she would find out and report back. The following amendment approved on 19.05.16 – words "information subsequently" changed to "Afternote". The following Afternote supplied by Cllr Flood:</p> <p>"The chipping cost is minimal as the training, chips and equipment is supplied by the Dogs Trust under their free micro chipping scheme. The venues are selected and the Animal Welfare Officer uses part of the area free. The Animal Welfare Officer's time could be seen as a cost to the Council to chip and enter the data but that is it."</p> <p>Cllr Bleeker asked about the Leisure Centre contract going out to tender soon. Cllr Flood said she would see what she could find out and report back.</p>	Cllr Flood

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7	<p>Planning and Tree Work applications – Cllrs to propose a response to be submitted to TVBC relating to the following applications:</p> <p>a) 16/00449/FULLN – 40 Blueberry Gardens, Andover -rear conservatory</p> <p>b) 16/00511/FULLN – Woodfalls, Cattle Lane, Abbots Ann – single storey side/rear extension – This application had been withdrawn before the meeting.</p> <p>c) 16/00561/FULLN – 27 Bluebell Close, Andover – single storey rear extension</p> <p>d) 16/00586/FULLN – Virginia Lodge, Salisbury Road, Abbots Ann – single storey rear extension</p> <p>e) 16/00686/FULLN – 181 Berry Way, Andover – Single storey rear living room extension</p> <p>Proposed: No objection to items a) c) d) & e) Proposed Cllr Hayter, seconded Cllr Howard, Cllrs Deacon, Bleeker, Sims, Coffey agreed, Cllr Griffiths abstained.</p> <p>f) 16/00638/TREEN – T1 Lime – Crown clean, reduce back 4 limbs over the church roof by 4m. T2 Yew – Fell. - St Marys Church, Church Lane Footpath, Abbots Ann – This item was not discussed as the application has been withdrawn.</p> <p>Cllr Gibson left the meeting at 19.50</p>																																																	
8	<p>Correspondence:</p> <p>a) Cllrs to approve PAYE services cost for 2016/17 – Approved for 2016/17 proposed Cllr Bleeker, seconded Cllr Howard, all agreed. Parish Council wish to review costs paid by other Parish Councils. Clerk to investigate costs paid by other Councils. Cllr Flood mentioned that TVBC Community Services also provide payroll services.</p> <p>b) Anti-litter campaign email and posters – the posters were distributed between the Cllrs for display.</p>	Clerk																																																
9	<p>Finance:</p> <p>a) Cllrs to propose the financial statement for the period 1st – 31st March 2016 is accepted as a correct record.</p> <p>b) Cllrs to approve the following payments to be made.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Chq</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> <th style="text-align: left;">Chq</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>1063</td> <td>HALC Training</td> <td style="text-align: right;">£198.00</td> <td>1064</td> <td>LCR Subscription</td> <td style="text-align: right;">£ 17.00</td> </tr> <tr> <td>1065</td> <td>BT quarterly bill</td> <td style="text-align: right;">£ 76.30</td> <td>1066</td> <td>MJ Sly Memorials</td> <td style="text-align: right;">£480.00</td> </tr> <tr> <td>1067</td> <td>SMRS Fabrications</td> <td style="text-align: right;">£360.00</td> <td>1068</td> <td>CPRE Membership</td> <td style="text-align: right;">£ 36.00</td> </tr> <tr> <td>1069</td> <td>D Murphy Grds Main</td> <td style="text-align: right;">£ 37.50</td> <td>1070</td> <td>HMRC PAYE</td> <td style="text-align: right;">£206.69</td> </tr> <tr> <td>1071</td> <td>HALC/NALC</td> <td style="text-align: right;">£531.00</td> <td>1072</td> <td>Clerk Expenses</td> <td style="text-align: right;">£ 93.82</td> </tr> <tr> <td>1073</td> <td>Clerk Salary</td> <td style="text-align: right;">£937.44</td> <td>1074</td> <td>TVBC Waste Collection</td> <td style="text-align: right;">£740.54</td> </tr> <tr> <td>1075</td> <td>AA Defib – purchase</td> <td style="text-align: right;">£1668.00</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Proposed Cllr Howard, seconded Cllr Sims, Cllrs Deacon, Bleeker, Howard and Coffey agreed. Cllr Griffiths abstained as did not have a copy of the financial statement and payments to hand.</p> <p>Above highlighted word "Howard" should read Hayter - Amendment approved on 19.05.16.</p> <p>c) Cemetery Management and Compliance Training 4th May – cost £100 + VAT Agreed that Cllr Howard will attend the training – Proposed Cllr Hayter, seconded Cllr Bleeker, all agreed.</p>	Chq	Payee	Amount	Chq	Payee	Amount	1063	HALC Training	£198.00	1064	LCR Subscription	£ 17.00	1065	BT quarterly bill	£ 76.30	1066	MJ Sly Memorials	£480.00	1067	SMRS Fabrications	£360.00	1068	CPRE Membership	£ 36.00	1069	D Murphy Grds Main	£ 37.50	1070	HMRC PAYE	£206.69	1071	HALC/NALC	£531.00	1072	Clerk Expenses	£ 93.82	1073	Clerk Salary	£937.44	1074	TVBC Waste Collection	£740.54	1075	AA Defib – purchase	£1668.00				
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10	<p>Proposal regarding The Green Group: (detail previously circulated)</p> <p>A discussion was held regarding the proposal from the Green Group and agreed should encourage other volunteers from around the village to also get involved.</p>																																																	

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	<p>Cllr Griffiths gave history of the lease agreement from HCC and mentioned that three benches have been provided by the Parish Council for The Green.</p> <p>Cllrs agreed that they are very happy for the Green Group to engage with the Parish Council with ideas for improvement but would like them to encourage other villagers to join the group.</p> <p>Proposed Cllr Bleeker, seconded Cllr Hayter, Cllrs Deacon, Howard and Coffey agreed, Cllrs Griffiths and Sims abstained.</p> <p>Cllr Flood left the meeting at 20.27</p>	
11	<p>Burial Ground reservation enquiries:</p> <p>Proposal to use existing fees and forms until new ones have been approved.</p> <p>Agreed to continue to use existing fees and forms.</p> <p>Proposed Cllr Bleeker, seconded Cllr Hayter, all agreed.</p>	
12	<p>Cllrs to approve purchase of defibrillator for Burghclere Down:</p> <p>Cost of £1390.00 + VAT</p> <p>Cllrs agreed to still apply for further defibrillator from British Heart Foundation and Clerk to investigate possible supplier of a plaque to be placed at The Eagle.</p> <p>Cllrs agreed to purchase a defibrillator for Burghclere Down. Proposed Cllr Hayter, seconded Cllr Bleeker, all agreed.</p> <p>Cllrs agreed to approve the payment at this meeting. Proposed Cllr Bleeker, seconded Cllr Deacon, all agreed.</p>	Clerk
13	<p>Cllr Coffey to propose that the Sports Pavilion on Bulbery Sports Field be demolished and that a new pavilion is built.</p> <p>The proposal was discussed at length and it was agreed that the pavilion does need to be replaced. However, more work was required such as a feasibility study and funding options would need to be investigated. Also noted that the SFMC will need to have properly constituted Terms of Reference and audited accounts available before any application for planning or funding could go ahead.</p> <p>Cllrs Bleeker and Hayter will provide some input to advise SMFC on requirements needed. These details to be provided to Clerk.</p> <p>Cllr Coffey's proposal was withdrawn as could not be voted on at this time.</p> <p>Cllrs agreed to extend the meeting by 15mins – Proposed Cllr Howard, seconded Cllr Coffey, all agreed.</p>	Cllrs Bleeker/ Hayter
14	<p>To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding Employment matters.</p> <p>A resolution was passed to exclude the public and press. Proposed Cllr Howard, seconded Cllr Deacon, all agreed. The Clerk also left the meeting.</p> <p>Proposal that the Clerk is offered up to a total of 30 extra hours granted over the 3 months of April, May and June 2016 for work on specific projects. Proposed Cllr Howard, seconded Cllr Sims, all agreed.</p> <p>Above highlighted words added – amendment approved on 19.05.16.</p>	
15	<p>The Annual General Meeting will be held on 19 May 2016 at War Memorial Hall at 7pm.</p>	

Meeting closed at 21.15

Approved and signed by the Chairman at the Annual Parish Council Meeting on 19th May 2016