

UPPER CLATFORD PARISH COUNCIL  
 MINUTES FROM THE (VIRTUAL) ANNUAL MEETING OF THE PARISH COUNCIL  
 HELD ON WEDNESDAY 13<sup>TH</sup> JANUARY 2021  
 AT 7.30 PM OVER ZOOM  
 MINUTES AGREED AS A CORRECT RECORD

Present:	Parish Cllrs P Heslop (Chairman), R Bennett, D Coole, C Eyre, H Folkard-Tapp, A Lockhart, S Kennedy, N Shah, C Williams, TVBC Cllr M Flood (from item 6.1), HCC Cllr A Gibson (from item 11.3) Minutes – C Emmett, Parish Clerk
----------	--

1	<b>Apologies for Absence</b> Cllr Flood had advised of possible late arrival.	
2	<b>To receive and accept declarations of interest</b> Cllr Shah declared an interest in item 6.1.a. as the planning applicant.	
3	<b>Public Participation</b> Nil.	
4	<b>To approve the minutes from the (virtual) Meeting held on 9th December 2020</b> Cllr Coole proposed acceptance, seconded by Cllr Eyre. Approved by all. Chairman to sign.	
5	<p><b>To receive the Clerk's progress report since the meeting held on 9th December 2020</b></p> <p><b>6.1. Submit Planning application returns. Complete</b></p> <p>7.1. CCE to Contact TVBC re NDP referendum scheduling. <b>Complete</b></p> <p>7.1. PH to write to S Hughes of TVBC and D Nicholson, expressing the council's thanks for the NDP work. <b>Completed by Cllr Eyre on behalf of Council</b></p> <p>7.1. CCE &amp; NS write to thank WG members. <b>Complete</b></p> <p>12.4. Liaise with UCYFC to ensure access for cess pit fencing work. <b>Complete</b></p> <p>12.4.b.i. Invite Alpha Glazing to undertake pavilion glazing and guttering. <b>Complete</b></p> <p>12.4.b.ii. Invite K George to complete garage fascia and roof tie-in. <b>Complete</b></p> <p>13.2. HF-T to flag up 'Hedgerows section in NDP to Cllrs. <b>Complete.</b> Recommendation sent to Cllrs and contact made with supplier 6 Jan 21.</p> <p>13.4. HF-T to investigate alternative (to Five Rivers) water testing agencies. <b>Complete</b> Contact and quote requested from Envirochem 6 Jan 21</p> <p>14.1.c. PH to confirm cable ownership on Sam Whites Hill. <b>Complete.</b> Clerk has subsequently written to SSEN.</p> <p>14.1.d. Clerk to write owner of The Willows re green waste. <b>Complete</b></p> <p>18. Add items to agenda for next meeting. <b>Complete</b></p> <p>Subsequent Tasking Requests</p> <p>14 Dec from RB – Report Above Town broken fence on footpath to Aster. <b>Complete</b></p> <p>15 Dec from PH – Contact SSEN re removal of debris(branches) by pavement on Sam Whites Hill. <b>Actioned 18/12, reply pending</b></p> <p>15 Dec from DC – Obtain quotes for repair of flooding track at sports field. List of all associated tasks requested from DC by PH and an outline spec for Clerk.</p>	
6	<p><b>Planning –</b></p> <p><b>1. Planning Committee to report on applications</b></p> <p>a. <b>20/03179/CLPN</b> Wressle Cottage. Proposed installation of electric car charging port. This had been circulated to all Planning Committee less Cllr Shah to see if there was any concern about the 'lawfulness of the application'. No objections raised and no comment submitted to TVBC.</p> <p>b. <b>21/00017/VARN</b> Yew Tree House. Vary Condition 2 (approved plans) by substituting revised drawings to allow re-shaping of driveway, reduction in garage elevations and insertion of a window on west elevation. Several members of the Planning Committee had already replied to the Clerk expressing No Objection. This was agreed by all. <b>No objection to be submitted</b></p> <p>c. Cllr Shah updated the Council on the following:</p> <p>i. <b>20/02809/TREEN Bury Hill Farmhouse.</b> Approved by TVBC</p> <p>ii. <b>20/02765/FULLN Copthall Place.</b> Application withdrawn.</p> <p>iii. <b>20/02920/FULLN Sycamore.</b> Application withdrawn</p> <p>iv. <b>20/02081/TELN-Proposed development at: Land To East Of Winchester Road, Andover.</b> Approved by TVBC. Cllr Coole stated that numerous sites had been identified and approved and all may not get used.</p> <p><b>2. Heritage Asset Listing</b> No date for a meeting has yet been offered by Farleigh School.</p> <p><b>3. Watery Lane</b> HM Land Registry updated title register for Land E of Watery Lane HP526439 has been received. It includes additional detail about fencing only.</p>	

7	<b>Neighbourhood Development Plan Steering Group Report</b> Cllr Eyre briefed TVBC had produce several of the maps needed and we were awaiting the final two. Once received these will be incorporated into the document by the consultant, David Nicholson. He also stated that there were concerns about possible delays being imposed for elections/referendums etc. He has been liaising with TVBC and clarification is still awaited.																																					
8	<b>Covid-19 Support (Group) Committee</b> Cllr Bennett stated that he had issued a newsletter to those registered with the group and that news items had been published on the website. We are now in 'lockdown' but have only received a couple of calls for support and previously formed bubbles seem to be working well where needed.																																					
9	<b>Borough Councillor to provide a monthly report</b> 1. Prior to the meeting Cllr Flood had submitted a report which had been copied to all Cllrs. She emphasised the following points: a. <b>Garden Waste.</b> On Monday 1 February the Council's garden waste collection service will be moving from two to three collection rounds. This change is taking place due to unprecedented demand for the service. Around 7,000 householders will receive a day change as a result and will be contacted directly. b. <b>Test Valley Community Helpline:</b> (Unity) Tel: 0330 400 4116. Open 9am until 5pm, Mon to Fri. c. <b>Council Tax Concerns.</b> Speak to TVBC about your council tax concerns. Tel: 01264 368000. d. <b>Businesses - Covid grants.</b> There are grants varying from between a few hundred pounds to £3,000 for every 28-day period. They include money for those businesses that have been forced to close as a result of the national restrictions, as well as those that remained open but whose custom is significantly impacted. Grants are at: <a href="http://www.testvalley.gov.uk/businessgrant">www.testvalley.gov.uk/businessgrant</a> e. <b>Andover Covid Test Centre</b> A test centre opens Saturday 16th January - in Shepherds Spring TVBC Car Park. Bookings via the Govt website at <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</a> 2. TVBC Cllr Coole made the following points: a. Community Transport Funding. Extension of funding for 1 year being considered in Cabinet b. Interim Economic Strategy being presented. c. Nitrate Neutrality d. Budget Update. A deficit of £1.2 m for FY 20/21 is being managed. Cllr Flood commented that finances for TVBC were not as perilous as many other Authorities. e. Covid Vaccinations. Locally suspended until 23 Jan 20.																																					
10	<b>County Councillor to provide a monthly report</b> Cllr Gibson had pre-circulated his report to all Cllrs but had not yet arrived so this item was deferred until his arrival after item 11. On arrival he emphasised the following: 1. <b>Police and Crime</b> Commissioners have the flexibility to increase the policing precept by up to £15 a year for a Band D property for 2021/22. <a href="http://www.hampshire-pcc.gov.uk/your-view-on-the-policing-precept-of-the-council-tax-2021-2022">Your view on the policing precept of the council tax 2021-2022 - Hampshire Police and Crime Commissioner (hampshire-pcc.gov.uk)</a> 2. <b>Waste Recycling Centres.</b> HCC is keen to keep these open. 3. <b>Immigration Centre.</b> While opposed, Barton Stacey remains an optional site in government planning and an alternative has yet to be confirmed. 4. <b>Balksbury Bridge Rd Flooding.</b> He confirmed that Highways would be conducting a proper study into this regular occurrence. Cllr Coole asked how funding for HCC is fairing at this time. Cllr Gibson stated that while there was a 'funding challenges caused by Covid' that prevented the auditors 'signing-off' on the accounts, Reserves were more than adequate.																																					
11	<b>Finance:</b> 1. <b>To receive and approve the financial statement for 1 December 20 – 31 December 20</b> Approved. 2. <b>To approve payments to be made</b> <table><tr><th>PV</th><th>Chq No.</th><th>Payee</th><th>Amount</th></tr><tr><td>72</td><td>Card DD</td><td>Zoom (Jan 21 Sub)</td><td>£14.39</td></tr><tr><td>73</td><td>2202</td><td>HCC (St Lights)</td><td>£913.74</td></tr><tr><td>74</td><td>BACs</td><td>SWBS (Pav Water)</td><td>£19.74</td></tr><tr><td>75</td><td>2203</td><td>Andover Rubber Stamp (BBPF signs)</td><td>£343.20</td></tr><tr><td>76</td><td>BACs</td><td>SSE (Pav Electricity)</td><td>£34.03</td></tr><tr><td>77</td><td>2204</td><td>R Whitmarsh (BBPF Post Fixing)</td><td>£100.00</td></tr><tr><td>78</td><td>2205</td><td>C Emmett (Salary &amp; Exp)</td><td>£474.94</td></tr><tr><td>79</td><td>2206</td><td>HMRC (PAYE)</td><td>£116.40</td></tr></table> <b>Approved.</b>	PV	Chq No.	Payee	Amount	72	Card DD	Zoom (Jan 21 Sub)	£14.39	73	2202	HCC (St Lights)	£913.74	74	BACs	SWBS (Pav Water)	£19.74	75	2203	Andover Rubber Stamp (BBPF signs)	£343.20	76	BACs	SSE (Pav Electricity)	£34.03	77	2204	R Whitmarsh (BBPF Post Fixing)	£100.00	78	2205	C Emmett (Salary & Exp)	£474.94	79	2206	HMRC (PAYE)	£116.40	
PV	Chq No.	Payee	Amount																																			
72	Card DD	Zoom (Jan 21 Sub)	£14.39																																			
73	2202	HCC (St Lights)	£913.74																																			
74	BACs	SWBS (Pav Water)	£19.74																																			
75	2203	Andover Rubber Stamp (BBPF signs)	£343.20																																			
76	BACs	SSE (Pav Electricity)	£34.03																																			
77	2204	R Whitmarsh (BBPF Post Fixing)	£100.00																																			
78	2205	C Emmett (Salary & Exp)	£474.94																																			
79	2206	HMRC (PAYE)	£116.40																																			

	<p>The Clerk stated that the defibrillator battery had been returned by the guardian as the system indicated the current battery was fully serviceable. A bank credit should be expected this month.</p> <p><b>3. Solar Farm – Community Funding</b> The Chairman stated that we continue to pursue this matter, with support of TVBC Planning, on the basis that evidence to the Appeal may have been misleading. Cllr Eyre stated that K Malthouse MP <b>had offered to raise it with the Secretary of State for Housing, Communities and Local Government [Afternote: He has now been now requested to do in Chairman's letter dated 17 Jan 21]</b>. He then discussed further the possible misrepresentation both by the solicitor at the appeal and the company, AGR. A response from TVBC on the FOI is expected this week.</p>	
12	<p><b>Playing Fields</b></p> <p><b>1. To report the Monthly Monitoring of Play Equipment</b> Cllr Wilson reported that all equipment appeared serviceable and that use of the park had been surprising as witness ed by the worn grass at the entrance and around equipments. Cllr Williams stated she had not inspected yet in January.</p> <p><b>2. Anna Valley Playing Field.</b></p> <p><b>a. Dogs in Parks and Fouling on Footpaths</b> There had been an email to the Clerk and considerable 'noise' on social media since the last meeting about dog owners not clearing mess from pavements and regular exercising of dogs in the play parks. A broad ranging discussion ensued about actions possible, including camera traps, inviting the TVBC dog Warden to visit and issue fines to offenders (there is a bye-law prohibiting dogs in parks), kissing gate access, dog permitted sections, a campaign, web notices, further signage etc. It was agreed was to reinforce the ban message with new banners which will be moved periodically as has proved effective with the speed sign at this stage. <b>Cllr Lockhart agreed to take the action and Cllr Bennett agreed to draft a web notice.</b></p> <p><b>3. Balksbury Bridge Playing Field</b></p> <p><b>a. Dogs in Parks and Fouling on Footpaths (as item 12.2.i)</b></p> <p><b>b. New Signs.</b> New signage regarding the flowing water risk is in place.</p> <p><b>4. Sports Field</b></p> <p><b>a. Cess Pit Fencing.</b> Work complete</p> <p><b>b. Garage Roof and fascia.</b> Contract awarded to K George and work is ongoing.</p> <p><b>c. Pavilion Windows, gutter and fascia.</b> Contract awarded to Alpha Glazing. . Deposit paid on 18 Dec 20. Start date tbc</p> <p><b>d. Request for quote to refurbish trackway.</b> Since the last meeting, Cllr Coole had asked the Clerk to obtain a quote for refurbishing the sports field trackway. In response the Chairman has requested detail of all associated works (e.g. car park) and Clerk has asked for specification to take to tender. It was noted that the track did puddle in heavy rains in Dec and that the lowest point appears to be by the pavilion leading to flooding. It was also suggested that it would be worthwhile speaking to the owner of the adjacent field regarding the shared entrance/layby. <b>Action. Clerk to send project list to Cllr Coole for action as above.</b></p>	<p>AL RB</p> <p>Cllk DC</p>
13	<p><b>Trees and Open Space</b></p> <p><b>1. Property Purchase WG Report (To be taken 'in camera').</b></p> <p><b>Resolution</b> To resolve in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion on the matter due to its commercial sensitivity. <b>Agreed by all. The Press and public were excluded:</b></p> <p>The WG of Cllrs Bennett, Coole, Eyre had not yet met and had no report to offer.</p> <p><b>The Press and Public were re-admitted.</b></p> <p><b>2. Property Purchase/Maintenance Reserve/Earmark</b> Discussion of a proposal to create an earmark for property purchase/maintenance was postponed until after the WG report above was completed.</p> <p><b>3. Other Matters.</b></p> <p><b>a. SINC Request Received</b> A request from a parishioner to designate his land in Watery Lane as a SINC was discussed. As the land is already designated as an LGS protecting the local aspect, no need for it was seen. It was therefore not considered Council business however an application by the owner to HBIC might be supported. Cllr Folkard-Tapp will liaise with the owner.</p> <p><b>b. Brook Way Encroachment.</b> It was noted that there is an unauthorised encroachment of a 'storage box, fence panel and access gate on Parish land at the top of Brook Way. The Clerk was directed to write and ask for its removal and reinstatement of an ungated fence line. It was also noted that dumping of green waste has been taking place in the area.</p> <p><b>c. Brook Way Bottom Wild Flower Planting.</b> <b>Cllr Folkard-Tapp made a proposal</b> to buy green stem plants and bulbs at approx. £180 and plant the area using a volunteer group when permitted.. This was agreed but purchase was to be postponed until after the next meeting when the lockdown situation may be clearer as the plants need to go into the ground shortly after receipt.</p>	<p>HFT</p> <p>Cllk</p>

	<p>d. <b>Ownership of Land by Brambles Cottage (Cycle path onto Watery Lane)</b> HCC have clarified the ownership of the land by Brambles Cottage which it sold in 19 to the Mandry Trust who have not re-registered it.</p>	
14	<p><b>Footpaths and Highways</b></p> <ol style="list-style-type: none"> <li><b>1. Cllrs to report any footpath issues</b> <ol style="list-style-type: none"> <li><b>a. Above Town Hedge</b> Cllr Bennett reported that ut back arranged by the the owner had now been completed.</li> <li><b>b. Green Waste at Same Whites Hill</b> – Awaiting feedback from SSEN [Afternote: Removed on 15/16 Jan 21]</li> <li><b>c. Green Waste Footpath No 2.</b> Green waste dumping had been noted at the top of the Village Hall carpark/Footpath 2. The Chairman would speak to the owners of adjacent houses.</li> <li><b>d. Dog Fouling</b> See under item 12.</li> </ol> </li> <li><b>2. Road Safety</b> <ol style="list-style-type: none"> <li><b>a.</b> Cllr Bennett reported that Red Rice Rd had been closed earlier in the day while HCC cut back some trees along the road/footpath.</li> <li><b>b.</b> The speed camera is still being rotated and is now in Balksbury Bridge Rd.</li> </ol> </li> <li><b>3. Report any street lighting issues</b> Nothing reported.</li> </ol>	
15	<p><b>External Committees and Events</b></p> <ol style="list-style-type: none"> <li><b>1 Report on changes to the website</b> Numerous notices and additions have been made to the website at <a href="https://www.upperclatford.com/community/upper-clatford-15048/news/">https://www.upperclatford.com/community/upper-clatford-15048/news/</a></li> <li><b>2 Cllr Mrs Kennedy to report of upcoming events at the Village Hall</b> Nothing reported.</li> <li><b>3 Cllrs to Report on other meetings or Training</b> Cllr Eyre asked if there was any training for Parish Councillors similar to the mandatory training required by the PCC. There is nothing mandatory and the Clerk periodically circulates details of courses run by HALC. Take-up is voluntary. <b>The Clerk is to circulate the latest HALC training lists.</b> Cllr Coole mentioned courses run by LGIU (the PC is not a member).</li> </ol>	Clk
16	<p><b>Correspondence and E mail</b></p> <ol style="list-style-type: none"> <li>1. 9 Dec. Neighbourhood Planning (TVBC). Upper Clatford NDP Decision Statement.</li> <li>2. 10 Dec. TVBC. Cowdown Solar Farm. Copy of letter to Squire Patton Boggs</li> <li>3. 14 May. CCE. Email to Kit Malthouse MP. Upper Clatford Parish Council and Cowdown Solar Farm</li> <li>4. 16 Dec. TVBC. Freedom of Information request - no. 6291 - Solar Farm. Due to consideration of the public interest in disclosing the information there will be a delay until a decision is made on or about 13th January 2021.</li> <li>5. 10 – 16 Dec. Email string RB/HCC (Estates). Land Ownership in UC (by Watery Lane cycle path). Land sold by HCC to Mandry Trust in 1976 despite HM LR record showing HCC as owner</li> <li>6. 21 Dec. S Water. Pipe mapping. Copied to NS.</li> <li>7. 21 Dec. HM Land Reg. Updated title HP526439 ed18112020. Copied to NS,RB &amp; AW</li> <li>8. 22 Dec. TVBC. Council Tax Precept 2021/2022 return. Completed.</li> <li>9. 2 Jan. Parishioner to 3 x Cllrs. Public Health Compliance. Notice published on village website by CCE.</li> <li>10. 3 Jan. Parishioner. Notice left on parked car in Brook Way. Notice claims to be from Parish Council. It is not.</li> <li>11. 6 Jan. Lionhearts. Parish and Town Councils £200 grant (towards defib purchase).</li> <li>12. 7 Jan. Environment Agency (EA). Upper Clatford Parish Council update on Hampshire Groundwater Levels - January 2021 Winter Readiness. Copied to Cllrs</li> <li>13. 8 Jan. S Water. Message from Ian McAulay, Chief Executive, Southern Water. 'We would like to reassure customers that Southern Water will continue to provide services – including emergency repairs – during lockdown. We have developed safe ways of working during the pandemic and we ask our customers to keep their distance from our frontline colleagues for the safety of both workers and customers, especially if we need to visit your home. In an emergency you can call us on 0330 303 0368.'</li> <li>14. 8 Jan. Survey on Sustainability and Climate Change Activity – Request for your Help. Survey completed.</li> <li>15. 8 Jan. Aster. Above Town Fence. The area rep will visit to inspect. <b>Repair line number for residents to use is 0333 400 8222.</b></li> <li>16. 9 Jan. HINWA. COVID-19 Scam Alert. Published.</li> </ol>	
17	<p><b>Projects</b></p> <ol style="list-style-type: none"> <li><b>1. Defibrillator</b> The Chairman stated thathe felt there was a lack of enthusiasm for listing a 3<sup>rd</sup> defibrillator onto the projects list at the last meeting and is withdrawing the suggestion.</li> <li><b>2. Water Quality Monitoring</b> The Chairman spoke about the continued inundation of the system, ongoing problems at Mullens Pond at Monxton, local tankering and overpumping operations, and regular overflows of the drain at the junction of Balksbury Bridge Rd. He is concerned that overflows entering roadside rainwater drains often empty directly into the brook. The latest occurrence had been reported to S Water and was due to a pumping station fault. Cllr Heslop had also been discussing the matter with the Environment Agency and felt that we need to take</li> </ol>	

	<p>pollution seriously. S Water has a poor 'star rating' of 1 he felt events should not only be reported to the water company but also to the <b>EA hotline on the 24 hour hotline 0800 80 70 60</b>. He would continue to work with the EA before commissioning our own water sampling contract and kits from HIWWT could be used by Cllr F-Tapp.</p> <p><b>3. Footpath to Goodworth Clatford</b> Cllr Wilson discussed his proposed route, suggesting that extensive use could be made of roadside verges (possibly owned by Highways) to create a pathway similar to that by Fullerton Bridge. He noted a choke point opposite Sackville Court to Church Lane and felt the only solution there was 'white lining' the roadway. He felt the way ahead was for a joint letter from Chairmen of both councils to Cllr Gibson asking for HCC to appoint a Project Officer and develop the plan. Various other Cllrs suggested engaging HCC Countryside Service, writing to neighbouring councils to see how they developed permissive footpaths or engaging with CPRE. <b>Decision/Action:</b> Cllr Wilson to draft Chairmans' joint letter.</p> <p><b>4. Ash Dieback in Trees in Brook Way Bottom – Confirmation of disease and additional quotes awaited</b></p>	AW
18	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 10<sup>th</sup> February 2021</b></p> <p>Cllr Coole requested an item on Andover Town Council Projects of Interest Update.</p>	Clk

**Meeting Closed at 10:02 pm**