



## AWBRIDGE PARISH COUNCIL

Minutes of the meeting of the Council held on Thursday,  
30<sup>th</sup> March 2023 at 7.30pm in Awbridge Village Hall

### Present:

Cllr Nick Adams King (**NAK**)  
Cllr Peter Allen (**PA**)  
Cllr Grahame Jackson (Chair) (**GJ**)  
Cllr Gordon Piper (**GP**)  
Cllr Kelly Seymour (Vice Chair) (**KS**)

### Apologies:

TVBC Cllr Gordon Bailey

Three members of the public

**Clerk:** Ian Milsom (Attended by Zoom  
due to an illness in the family).

### PROCEDURAL ITEMS

- |    |  | <b>Action</b> |
|----|--|---------------|
| 1. | <b>015/23 Welcome</b>  |               |
| 2. | <b>016/23 Apologies</b><br>None.   |               |
| 3. | <b>017/23 Declarations of interest</b><br><b>NAK</b> declared an interest in item 15. <b>PA</b> declared an interest in item 14.   | <b>Clerk</b>  |
| 4. | <b>018/23 Public observations/questions on agenda items</b><br>Applicant for planning application listed under agenda item 10. provided information related to the proposal.   |               |
| 5. | <b>019/23 Reports and Correspondence</b><br><b>NAK</b> updated verbally on a range of issues.  |               |
| 6. | <b>020/23 Minutes</b><br>It was proposed that the previously circulated draft minutes of the meeting of Council held on 12 <sup>th</sup> January 2023 be accepted as a true record of the business conducted. <b>RESOLVED.</b> | <b>Clerk</b>  |
| 7. | <b>021/23</b> Matters arising from the minutes of the meeting held on 12 <sup>th</sup> January 2023 not included in the agenda or in reports <ul style="list-style-type: none"> <li>• Land at Saunders Lane</li> </ul>         |               |

**GJ** advised that he is to meet with a representative of Open Reach early in April to discuss repairs to the grassed area caused by their operations.

**GJ**

- Moveable Vehicle Activated Sign (MVAS) Awbridge & Mickelmersh with Timsbury

The clerk confirmed that £1,500 towards the £3,000 purchase cost has been received from **NAK's** HCC/TVBC Councillor Community Grants Scheme. The balance of the purchase cost, £1,500, will be shared equally between Awbridge Parish Council and Michelemersh with Timsbury Parish Council.

### STANDING ITEMS

#### 8. 022/23 Awbridge Neighbourhood Plan (ANP)

**GP** advised that there had been a successful public consultation/exhibition on 25 February 2023. The next meeting of the ANP Working Group is scheduled for 27 April 2023, when consultation feedback will be reviewed, and work will start on writing the draft plan.

It was proposed that Council's congratulations on the progress made with the ANP be conveyed, via **GP**, to the Working Group. **Resolved.**

#### 9. 023/23 Financial and Administrative

- To agree and sign the bank reconciliation.  
This was agreed and signed by **GJ**.
- To note and approve payments detailed at Appendix 2  
It was proposed that all payments listed at Appendix 2 be noted and approved. **Resolved.**
- To review the effectiveness of the Council's system of internal control:
  - Standing Orders
  - Financial Regulations
  - Risk Assessment Schedule

**Clerk**

It was proposed that the system of internal control, based upon the documents listed directly should be retained unaltered for a further twelve months. **Resolved.**

- Annual review of Council's policies and procedures. The policies listed under have been reviewed by the Proper Officer, who recommends their adoption for a further period of twelve months.

- Reserves Policy
- Complaints Procedure
- Model Publication Scheme
- Grants Policy
- Equality Policy
- Health & Safety Policy
- Disciplinary Procedure
- Grievance Procedure
- Members' Code of Conduct
- Travel & Expenses Policy
- Training & Development Policy
- Data Protection Policy

It was proposed that the above documents be adopted unchanged for a further twelve months. **Resolved.**

**10. 024/23 Planning**

Application 23/00613/FULLS Halfcote, Danes Road. Demolish garden store, creation of access, turning space and parking was considered and it was proposed that Council support this application. **Resolved.**

**Clerk**

**11. 025/23 Lengthsman**

**KS** advised worksheet tasks for April 2023 are in hand and that a schedule for grass cutting at Saunders Lane will be scheduled in.

**KS**

**BUSINESS TO BE CONDUCTED**

**12. 026/23 Local elections 2023**

**GJ** provided a broad update.

**13. 027/23 Community Bus Service**

Council has discuss the terms of a trial partnership with Broughton Community Bus (BCB). Initially BCB will pick up twice a week in Awbridge for Romsey. This service will be advertised around Awbridge and, dependent on its success, future consideration will be given to extending the service to Salisbury and Southampton, and to extending the pick-up points in Awbridge.

**Council**

**14. 028/23 External storage facility for village hall**

Council considered a request from Awbridge Village Hall Trust (AVHT) for a grant contribution towards the purchase of a storage shed to accommodate equipment used in community events.

It was proposed that Council make a grant of £2534 from its CIL fund, with the remainder of the total purchase cost being shared

**Clerk**

equally between AVHT and Awbridge District Village Association.  
**Resolved.**

**15. 029/23 Traffic calming measures**

The Senior Engineer, Safer Roads Team, Traffic and Casualty Reduction, Hampshire County Council has requested a site meeting with a representative(s) of the Parish Council to finalise the location and scope of the required traffic calming measures.

**Council**

**Closure of meeting**

- Date of next full council meeting - Thursday, 18 May 2023 (Annual Parish Council Meeting). Items for the agenda – these must be notified to the clerk by 8<sup>th</sup> May 2023 **21.10**

**Appendix 1****Planning****Current Applications**

**23/00613/FULLS.** Halfcote, Danes Road. Demolish garden store, creation of access, turning space and parking.

**Previous Applications**

**23/00180/FULLS.** The Old Laundry Awbridge Hill. Demolish porch and boiler room, erect two-storey front and rear extensions to create first floor, create open porch and alterations to windows and doors. REFUSED.

**23/00099/FULLS.** Erles Coombe Church Lane. Replacement gates, piers and fencing to existing entrance on Coombe Lane. STILL CURRENT

**23/00411/FULLS.** Green Pastures Lockerley Road. Single storey rear extension to provide an ancillary annexe, replace flat roof with a pitched roof, glazed opening to kitchen and cladding. PERMISSION subject to conditions & notes

**22/03287/FULLS.** Change of use of former car park to B8 vehicle storage. STILL CURRENT.

**22/02772/FULLS.** Hillsboro Danes Road. Extensions and alterations work to dwelling, demolition of outbuildings and the erection of 2 dwellings with access, garaging, landscaping, and associated works. STILL CURRENT

**22/02998/LBWS.** Awbridge House, Dunbridge Lane

Demolish garage, erect single storey side extension, erect stud wall and door, remove wall in dining room and add window to first floor. CONSENT subject to conditions and notes.

**22/02997/FULLS.** Awbridge House, Dunbridge Lane

Demolish garage, erect single storey side extension, erect stud wall and door, remove wall in dining room and add window to first floor. PERMISSION subject to conditions & notes.

## Appendix 2

## Payments for approval

Payee	Service	Net amount	VAT	Total due
Bluestone Planning	ANP Consultancy	2,633.84	526.77	3160.61
SP Flags	Supply Union Flag	54.95	10.99	65.94
IONOS	BM Licence Jan	5.00	1.00	6.00
IONOS	BM Licence Dec + Mailboxes	10.97	2.19	13.16
Hewlett Packard	Instant Ink Service Jan 2023	8.32	1.67	9.99
Hewlett Packard	Instant Ink Service Feb 2023	8.32	1.67	9.99
S. Nightingale	Speed sign maint. Dec. 2022	83.60	N/A	83.60
S. Nightingale	Speed sign maint. Jan. 2023	83.60	N/A	83.60
S. Nightingale	Speed sign maint. Feb. 2023	83.60	N/A	83.60
Hansard Pet Ctre	Dog Litter Bags	90.00	N/A	90.00
TVBC	Dog/Litter Bin emptying	425.24	85.05	510.29
Bluestone Planning	NDP Consultancy Fees	3902.93	780.59	4683.52
Village Hall	PC Room Hire 2022/23	189.00	N/A	189.00
Village Hall	NDP Room Hire	124.00	N/A	124.00
Hampshire CC	Community Initiative Fee	250.00	N/A	250.00
Deon Design	Artwork for newsletter insert	30.00	6.00	36.00
ADVA	Inserts in ADVA Newsletter	72.00	N/A	72.00
SLCC	Membership 2023	112.00	N/A	112.00
Empress Printers	Awbridge News Inserts	125.00	N/A	125.00
Ionos	BM Licence/Mailboxes	10.97	2.19	13.16
Hewlett Packard	Instant Ink	8.32	1.67	9.99
HMRC	PAYE	324.20	N/A	324.19
HMRC	Employer NICs	133.44	N/A	133.44
I. Milsom	Salary Jan-Mar 2023	1374.77	N/A	1374.78