

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 12<sup>th</sup> November commencing at 7pm.

PRESENT: Miss M.I. Rothwell (Chairman) – Presiding  
Mr E. Butcher, Mr A. Clark, Mr P Edwards,  
Mr J.A. Jones, Mr B.W. Nanson, Mr G.C.A.Roads,  
Mr D. Stevens

PCSO Jo Cole was in attendance for item 1943.

### 1938 Apologies for Absence

Apologies had been received from Mr M Hatley who had other commitments.

### 1939 Minutes

The Minutes of the Meeting held on Monday, 3<sup>rd</sup> September 2012, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

### 1940 Matters Arising from the Minutes

There were no Matters Arising which were not covered by items on the agenda.

### 1941 Declarations of Interest

There were no declarations of pecuniary interest.

### 1942 Public Participation

There were no members of the public present at the meeting.

### 1943 Rural Policing

Miss Rothwell welcomed PCSO Jo Cole to the meeting. PCSO Cole advised Council that there had been 2 burglaries from houses in Ampfield since May. Sheds and garages were particular targets in autumn and winter, and there were instances of garden equipment being stolen whilst in use. Everyone was encouraged to put serial numbers on their equipment, and to take photos, as many stolen goods were recovered. She would be happy to visit householders to advise on crime prevention. Thefts of oil and diesel continued to rise as did thefts from parked vehicles.

The Police continued to monitor the speed of traffic in the Parish. It was acknowledged that the speed guns might be more effective than the police vans which were highly visible, but the use of guns meant that offending vehicles had to be flagged down to a safe place and given a ticket whereas the vans were fully electronic. It was noted that some parishes had volunteer groups who monitored traffic speed; the costs of equipment could be shared amongst interested groups. Council would consider whether it wanted to take part in such an arrangement. The Local Action Group, which was running well, would next meet in December. Miss Rothwell thanked PCSO Cole for attending and bringing Council up to date on issues.

#### 1944 Ampfield Recreation Ground

##### 1944.1 Maintenance

The autumn weed & feed of the ground had not been done; the weather had been too wet and, when it was suitable, it had been too late in the season. In future this would be built into the annual contract with Test Valley Borough Council (TVBC).

##### 1944.2 Repairs to pitch

Molehills had appeared near the new pathway next to the pavilion; the pest controller had attended to the problem. As the winter approached there was less sign of rabbit activity.

##### 1944.3 Area behind the concrete base

Council had agreed to improvements to the area behind the concrete base as it was covered in weeds and difficult to walk over. Mr Nanson reported that arrangements were being made for a contractor to remove some of the hard core with a grabber so that the area could be smoothed over and grassed.

#### 1945 Chapel Wood

##### 1945.1 Friends of Chapel Wood (FOCW)

There had been 3 working parties since September's Council meeting with an average of about 7 volunteers per session. Much effort had gone into clearing the boardwalks and the pond. An area had been found to plant the "Jubilee Oak"; Mr Clark would make arrangements for the engraving of a suitable plaque. It was agreed that it would be good to combine the planting of the Oak with the "Greening Day" being organised in the Woodland on 1<sup>st</sup> December 2012. Mr Roads would liaise with the Parochial Church Council. An area by the pond had been cleared which

was thought a suitable site for an Amelanchier. The tree would probably be planted next year.

#### 1945.2 Work in the Woodland

A large number of bulbs had been planted in the Burial Ground and above the fountain; some had also been given to St Mark's for the churchyard. All were now planted. A large branch from a Beech had come down; all the debris had since been cleared away. TVBC had chopped down the bracken; this activity would continue to be included in the annual contract. Additional conditions about the use of bonfires had been laid down by Council's insurers. These included the need for a 75 metre distance from buildings and the need for risk assessments and permission before using a bonfire. These conditions had been queried and a response was awaited.

#### 1945.3 Burial Ground

The box hedge had been weeded and a membrane put down to suppress future weeds. This had been a difficult job as the wire frame had to be lifted and the northern part of the hedge was situated in very wet conditions. It was possible that many of the boxes would not survive. A covering of bark chippings would be put down in the New Year. A quote from TVBC to take down and remove the Rhododendron and other shrubs at the western edge of the ground had seemed high at £445. The FOCW had decided to start the job themselves; much progress had been made although a digger might need to be used to remove the roots. Once all the unwanted shrubbery had been cleared the area would be formally mapped out by a surveyor. Mr Nanson and Mr Roads would consider the best way forward with the placement of cremation plaques. The Revd. Gilks would be asked to keep Council informed of when any new plaques would be required.

#### 1945.4 War Memorial

Council thanked Mr & Mrs Butcher for their work on the War Memorial and surrounding garden, both of which looked very good. The Remembrance Day ceremony had been very well attended.

### 1946 Financial Matters

#### 1946.1 Accounts for payment

It was proposed by Mr Nanson, and seconded by Mr Jones, (with the exception of the cheque for £699.99 which was proposed by Mr Roads), that the following accounts be paid:

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
Getmapping PLC-parish online renewal	24.00
D Matthews-November salary	540.16
HMRC - November payments	150.25
D Matthews - December salary	539.96
HMRC - December payments	150.45
Mr G Roads-materials for the box hedge	37.06
Office Expenses - D Matthews- -3/9/2012-11/11/12	55.70
Mr B Nanson-laptop + software	<u>699.90</u>
	<u>2197.48</u>

#### Payments made between meetings

Audit Commission-Annual Return	480.00
G Phelps-Rec Ground repairs	132.00
IOT Plc/Sharp-copier hire	40.06
Brokers Network-Came & Co insurance renewal	1175.16
Information Commissioner-DP renewal	35.00
RBL Poppy Appeal 2012-wreath for Remembrance Day	<u>50.00</u>
	<u>1,912.22</u>

#### 1946.2 Income and anticipated expenditure

Bank reconciliation for October, together with expenditure & income, office expenses statements and budget and actual expenditure figures to date, had been issued. It was noted that the second instalment of the precept had been received. The largest items of expenditure in the period had been the renewal of insurance and the purchase of the laptop and software, the latter would be re-imbursed through a grant. The 6-monthly contract invoice from TVBC had been received which, once allocated to expense headings, would give a clearer picture of maintenance expenditure so far. It would soon be time to consider next year's budget and, in preparation of this, Councillors would be asked to provide outturn figures. It was noted that there had been no requests from the public to inspect the Annual Return.

#### 1946.3 Purchase of projector and associated equipment

Council was delighted to note that a grant of £1441 had been awarded through the Awards for All section of the Big Lottery Fund for a laptop, projector and associated equipment and fitting. Council agreed the purchase of the equipment which Mr Nanson and Miss Rothwell would take forward. Mr Nanson would issue an invitation to tender to 3 companies for the installation of the equipment.

He would also liaise with the Secretary of the Village Hall Management Committee about the equipment and its installation.

#### 1946.4 Investment Strategy

Mr Nanson had been in discussion with the Co-op bank about opening an interest bearing investment account to try to improve on the negligible rate being paid on Council's current and deposit accounts. Council agreed that the account should be opened; Mr Nanson and Miss Rothwell would take it forward.

#### 1946.5 Election costs

Some councils had received larger than expected bills following the 2011 elections and this had prompted a review by TVBC of the charging process. TVBC had confirmed that parish council election costs should be borne by the electorate through the precept. More detailed estimates would be done after the Police Commissioner elections in November but, in the meantime, councils should consider building up a pot of up to £3 per elector to cover elections. Council would consider at budget time whether it was necessary to increase its election reserves. It was also noted that changes to Council Tax Benefit might affect the setting of the precept; further advice and information was awaited.

#### 1947 Southern Water Pipeline

Mr Nanson had attended an exhibition at the Village Hall about Southern Water's plans to secure future water supplies by constructing a pipeline from Otterbourne to Totton. This involved the creation of a 20-metre wide trench and all local landowners had been consulted and involved in the proposal. It was not thought that the project would have much adverse impact on the general population.

#### 1948 New Code of Conduct

Mr Nanson, Mr Roads and the Clerk had attended a training event on the new code, run by TVBC, on 25<sup>th</sup> September 2012. It was concluded that Council's understanding and application of the code matched TVBC's requirements. It was agreed, therefore, that there was no need for any further training sessions.

#### 1949 Health & Safety Policy

Council had agreed previously that there would be advantages to having a written health & safety policy. Mr Roads had pursued various lines of research, including detailed exchanges with the HALC Health & Safety consultant, but progress had been slow. HALC did not have any information about which parishes had adopted a written policy. Mr Roads had written to another Parish about their policy and a response was awaited. The Clerk would include the query on the next "round robin" request for information issued by HALC.

1950 Parish Lengthsman Scheme

Mr Clark had circulated a paper about the Parish Lengthsman Scheme prior to the meeting. Hampshire County Council currently offered grants of £1000 a year to parishes who wanted to join the scheme; it was not known whether this support would continue in the next financial year. Mr Clark & Mr Nanson had met with the Lengthsman for the South Winchester area and then with the Chairman of Otterbourne Council who were members of the scheme. The scheme seemed to be well-received and was making an improvement in the areas concerned. Each parish had up to 12 days of the Lengthsman's time a year. The cost of any hire of plant or equipment would be borne by the parish. The tasks to be undertaken and the days of working would be agreed in advance. Council agreed that Ampfield should register with the scheme and that Mr Clark should take it forward.

1951 Correspondence and Communications

A list of items received on paper and electronically is at Annex A.

There were no specific items of interest which were not covered by agenda items. Mr Edwards continued to work on a communication strategy for Council which would be discussed at the January 2013 meeting.

1952 Reports from Committees and Portfolio Holders

1952.1 Ampfield Countryside Heritage Area

Mr Roads advised a meeting of the ACHA would take place in January or February 2013.

1952.2 Planning Committee

The following applications had been commented on after discussion on:

24<sup>th</sup> September 2012

12/01755/FULLS	Beech Glen, Beechwood Close
12/01875/TPOS	Woodlands, 56, Beechwood Close
12/01871/FULLS	Field opposite Potters Heron Hotel, Winchester Road (A3090)
12/01894/TPOS	2 Hook Water Close
12/01840/FULLS	Dove Cottage, Land adjoining Internos, Knapp Lane

1<sup>st</sup> October 2012

12/01133/OUTS	Morleys Lane
12/01974/TPOS	Magali, Hook Road
12/02040/TREES	Bishops Cottage, Wingham Lane

19<sup>th</sup> October 2012

12/02086/FULLS	The Vicarage, Knapp Lane
12/02142/FULLS	40 Baddesley Road
12/01723/TPOS	The Oaks, 19 Straight Mile
12/02180/TPOS	Heatherbank, 1 Beechwood Close
12/02235/TPOS	Flyford, Straight Mile

Council agreed that a meeting of the Planning Committee would not be called to consider the single application of remedial work to a Bay tree (12/02313/TPOS); Mr Clark would advise TVBC of this decision. Discussions continued between TVBC and Pegasus Planning over the provisions of the S106 agreement for the proposed development at Morleys Lane; once a framework had been determined Council would discuss and input to the process. Mr Clark thanked everyone for their support and input to the Special Council meeting held on 24<sup>th</sup> October 2012 about the suggestion that the Recreation Ground should be developed as an alternative housing site to Morleys Lane. The proposal had been rejected unanimously.

1952.3 Public Transport & Highway Liaison

Mr Edwards had circulated a paper about the Test Valley Transport Forum that he and Mr Clark had attended in September. Key projects of interest to Ampfield were the Local Sustainability Forum and Sustainable Travel Towns for which Hampshire had managed to secure funding. Mr Edwards had attended a public meeting about the proposed withdrawal of the C1/C2 bus routes by Velvet which operated through Hiltingbury, Chandlers Ford and Eastleigh. An emergency tender process had been put in motion and a 6-month contract had been awarded to another operator for part of the route. A substantive tender would be issued after evaluation.

1952.4 School Liaison

Ampfield School had had an OFSTED visit the previous week and the outcome was awaited. There had been 25 children on the register in September and this was now expected to rise to 30 in November. This was slightly unfortunate in that the budget, which was set in October, was built on a lower figure of 27. Mr Butcher advised that the current management structure was working well and morale was high. In response to a request from the School there had been 2 offers of help from the community. A

nativity play would be held in the Village Hall on 11<sup>th</sup> and 12<sup>th</sup> December to which everyone was welcome.

1952.5 Tree Wardens/Environment

Mr Roads advised that the Cherry tree next to the phone box on the A3090, which was showing signs of decay and could be a potential hazard to anyone standing under or near the branches, needed attention. Hampshire Highways had agreed to deal with the tree. It was still not known for sure who owned the piece of land on which the tree and the phone box stood.

1952.6 Website

Mr Jones informed Council that the move to the new website was making good progress.

1952.7 Finance Committee

Footpath Warden

Hampshire Association of Local Councils

Safer Neighbourhood-Local Action Group (para. 1943)

Test Valley Association of Parish Councils (TVAPC)

Village Hall Liaison

There was nothing new to report.

1953 Test Valley Borough Council (TVBC)

Mr Hatley was not at the meeting.

1954 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 14th January 2013 in the Village Hall, Ampfield starting at 7.00pm

1955 Closure

The meeting closed at 8.15pm.

**Chairman**.....

**Date**.....