

**Minutes of the Ordinary meeting of Awbridge Parish Council  
Held in Awbridge Village Hall on 26 May 2016 at 8.00pm**

**Present:** Cllrs Allen (**PA**), Daley (**CD**) Jones (**TJ**) Legon (**PL**) Wheeler (**SW**)  
**In attendance:** Nick Adams-King (**NAK**) TVBC, 5 members of the public.  
**Apologies:** Cllr Roy Perry HCC, Cllr Gordon Bailey TVBC  
**Clerk:** Ian Milsom

**Action**

1. 569 **Welcome, apologies for absence and to approve reasons for absence**  
To receive any apologies for absence.  
  
Cllr Roy Perry HCC, Cllr Gordon Bailey TVBC.
2. 570 **Declarations of interest**  
Members should declare any interest in items on this agenda  
  
No interests were declared.
3. 571 **County and Borough Councillor Reports**  
To receive reports.  
  
Cllr Nick Adams-King, TVBC, provided a verbal report covering the following:
  - Domus Barret. Extension of garden. Approved, went to southern planning committee. No development rights.
  - Sherfield English post office. Post Office consultation regarding a proposal to move the Sherfield English branch to new premises. The current Sherfield English Postmaster has resigned and the premises at Graemar Lane are being withdrawn for Post Office use. The proposal is to move to new premises 1.6 miles away at Hill Farm Caravan Park in Branches Lane. Opening hours longer, 7 days per week.
  - Councillor grant for Awbridge. **NIK** still pushing for payment of the £400 applied for by Awbridge. New rules regarding councillor grants. Will be match-funded at 2/3rds of project cost to maximum of £1000.
  - Constituency changes. Romsey Rural, new seat next year. TVBC seats being realigned/redistributed. Heading towards unitary authority.
  - Neighbourhood planning. **NIK** outlined basic concept, and advantages of having one. Neighbourhood plans will carry same weight as local plans. Sherfield English have agreed to start looking at a plan, could Awbridge share in this plan? Wellow further advanced in the process. **NIK** made aware that Awbridge has already tried to kick-start a plan. **NIK** suggested re-visiting by means of a meeting to talk generally about neighbourhood planning

Signed:  
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**572 Public observations/questions on agenda items**

To suspend the business of the Council to allow members of the public to make observations or put questions to the Council about items on this agenda.

A parishioner raised the byway between Saunders Lane and Lockerley Road. Apparently there are plans to widen and surface the byway. No one seems to know exactly what is going on. It was proposed that the Clerk to write to Hampshire County Council to seek clarification. Resolved.

**Clerk**

Saunders Lane road resurfacing work was raised. **PA** advised that HCC Highways have requested the Parish Council write to property owners in Saunders Lane requesting that they cut back overhanging foliage to facilitate access by works vehicles. **PA** asked that Highways instead provide a suitable form of words for inclusion in Awbridge News.

Kimbridge lane was raised. A section of the roadway is breaking up. **PA** will contact Test Valley Borough Council.

**PA**

**5. 573 Minutes**

To confirm the minutes of the meeting held on 10 March 2016

It was proposed that the draft minutes of the meeting held on 10 March 2016 be confirmed as an accurate record of the business conducted.

Resolved.

Information update on items not on the agenda, or in the work plan.

- IT system. The clerk confirmed that yearly licences have been purchased for Microsoft Office 365 and for McAfee Internet Security.
- Co-option of councillors. Liam (Lee) O'Connell has withdrawn his application in favour of a more local candidate.
- Pensions registration. The clerk advised that the Office of the Pensions Commissioner has written to advise that whilst the Council may not have to set up a pension scheme for its employee unless he requests it, Council is still required to write to its employee outlining his right to join a pension scheme, to keep necessary records and to complete the 'declaration of compliance'.
- Bank mandate. The clerk continues to chase the removal of Pam Harvey, and the addition of himself and **SW, TJ**.
- Hampshire Countryside Service Small Grants Scheme. **TJ** provided a brief update, work ongoing.

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**6. 574 Co-option of Councillors**

To consider applications received.

The clerk confirmed that there was one remaining applicant, Grahame Jackson, the second applicant, Liam (Lee) O'Connell, having withdrawn his application.

It was proposed that the remaining applicant, Grahame Jackson, be co-opted to the Council. Resolved.

**7. 575 Financial and administrative**

**a) Bank reconciliation**

The Bank reconciliation was agreed and signed by the Chair and by the clerk.

**b) Cheque payments**

It was proposed that the following cheque payment be made. Resolved.

<b>Cheque</b>	<b>Amount £</b>	<b>Payee</b>	<b>Reason</b>
0127	81.58	Hansard Pet Centre	Purchase of dog waste bags
0128	72.00	ADVA	F/P Advertisement in ADVA News
0129	144.00	W H Berry	Supply of topsoil for table tennis table
0130	185.00	Do The Numbers Limited	Internal Audit Fee
0131	372.01	Came & Co.	Insurance renewal 2016
0132	480.00	Cleanfix Ltd	Materials for table tennis table plinth
0133	121.98	Ian Milsom	Refund cost of purchasing one-year licences for Microsoft Office 365 suite and McAfee Internet Security

**c) Council reserves policy**

To consider the report by the Clerk/RFO concerning a reserves policy, and the establishment of earmarked reserves for the maintenance and replacement of capital items in the Council's ownership.

There was a discussion about reserves in general and what the balances currently held in the Council's bank accounts could be used for. One idea was to use some of the reserve to maintain the current level of the annual precept, or to reduce it. The clerk was asked to establish how much money could be spent in the current year under the terms of s137 of the Local Government Act 1972.

**Clerk**

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It was proposed that the discussion concerning reserves be continued at the next meeting. Resolved.

Clerk

**8. 576 Planning applications**

To confirm the Council's response to planning applications of which it has been notified.

16/01124/FULLS  
Berriedael, Church Lane SO51 0HN  
New entrance gates.

It was proposed that Council's response will be 'No objection'. Resolved.

There followed a discussion regarding planning applications which were known to have been submitted, but not formally notified to Council by TVBC Planning. Planning Committee meeting dates were also discussed.

**9. 577 New work plan**

To review progress and timeframes.

**Standing Orders.** It was proposed that the meeting proceed beyond 9.30pm. Resolved

As the bulk of the outstanding items are linked to a decision regarding Council reserves, discussions focused on the re-siting of the red telephone box. It was proposed that the clerk endeavour to seek three contractor quotations. Resolved.

**PA** re-visited the question of installing a Zip Wire at the recreation ground. This facility emerged as the most-favoured item of equipment when young people in the village were canvassed for their views on what recreational facilities they would like to see for young people in the village. At that time, the provision of recreational equipment was linked to the balance of S106 developer's monies available to Council. The young pre were insufficient S106 funds to finance a zip wire and so a decision was taken to fund young people's next most sought after item, an outdoor table tennis table.

**PA** suggested, using authority granted under s137 of the Local Government Act (as amended) 1972, that monies now be spent on the provision of a zip wire. This was on the basis that Council provide one-third of the cost, with the remainder being provided by ADVA and the Village Hall Trust. Following discussion, it was proposed that, this item be added to the work plan for further consideration. Resolved, with **SW** abstaining from the vote.

**10. 578 Correspondence**

Council was made aware of the following correspondence:

<b>From</b>	<b>Subject</b>	<b>Action</b>	<b>By</b>
The Pensions Regulator	Auto Enrolment	Write to employee to advise of pension rights.	<b>CD</b>

Signed:

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		Keep records Complete declaration of compliance	
Awbridge Neighbourcare	Invite to AGM	It was proposed that <b>PA</b> attend. Resolved.	<b>PA</b>
Zurich Municipal	Insurance quotations	Noted	<b>N/A</b>
Centenary Fields Programme	Protecting green space	Noted	<b>N/A</b>
HAGS	Play Equipment	Noted	<b>N/A</b>
Wicksteed	Play Equipment	Noted	<b>N/A</b>

11. 579 **Date of next meeting and items for agenda**  
7 July 2016

***Items for next agenda: Emergency plan; Neighbourhood plan.***

Signed:  
Designation:  
Date: