

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 10th October 2016 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman)
Allan Clark, Pete Edwards, Graham Roads, Margaret Rothwell,
David Stevens and Julie Trotter

2451 Attendance and Apologies for Absence

Apologies for absence had been received from Julian Jones and Martin Hatley.

2452 Minutes

The minutes of the meeting held on Monday, 12th September 2016, having been circulated previously, were confirmed by the meeting and signed by the Chairman.

2453 Matters Arising from the Minutes

Council noted that the original speed limit sign, which had been declared beyond economic repair, had been disposed of. Pete Edwards and Julie Trotter continued to work together on suitable designs for signs for the Village Hall and the Village Hall carpark. Pete Edwards would find out about the validity of the brown signs that had appeared along the A3090 about a local riding stable.

2454 Declarations of Interest

Julie Trotter declared a personal interest in Morleys Green, and also in the Village Hall as she was a Trustee and member of the Management Committee. Margaret Rothwell declared an interest as a representative and Trustee on the Village Hall Management Committee.

2455 Public Participation

No members of the public were present.

2456 Finance Matters

2456.1 Accounts for payment, income and anticipated expenditure

It was proposed by Graham Roads, and seconded by Margaret Rothwell, that the following accounts be paid:

Cheques to be signed at meeting

	£ inc VAT
BDO LLP - external audit fees	360.00
October salary - D Matthews	558.47
October payments to HMRC	154.89
JN Landscapes- 1st quarter bill - Morleys	1,512.00
Konica Minolta - copier hire	128.88
Information Commissioner - data protection registration renewal	35.00
Itchen Valley Trees - shredding	<u>350.00</u>
	<u>3,099.24</u>

Payments made between meetings

Wire for fencing in Chapel Woods - Cllr Roads	10.50
Hire of Village Hall April 2015-March 2016	522.00
PWLB loan Chapel Wood D/D	2642.99
NEST pension - Council's payment for August D/D	22.04
NEST pension - Council's payment for September D/D	<u>22.04</u>
	<u>3219.57</u>

Council noted and approved the cheques signed and payments made between meetings. The bank reconciliation for September had been circulated in advance of the meeting. Receipts for September had been high at £17,230.02 due to the transfer of the 2nd instalment of the Precept. The bank accounts at 9th October stood at £164,226.74 of which £18,418 was in named reserves, £114,485.16 was set aside for ground maintenance at Morleys and £1,225 which was set aside for refundable allotment deposits. Council reviewed budgets against expenditure to end September. Setting aside the purchase of the new speed limit reminder sign and the benches on the village green, which had been funded by S106 monies and donations, actual expenditure to end September had been £17,391; this represented 36.83% of budgeted expenditure.

2456.2 External Audit Report

An Issues Arising Report from external auditors BDO LLP had been issued prior to the meeting. The auditors had concluded from the Annual Report figure for assets that the fixed assets appeared to be undervalued. There was no explanation

why they had concluded this. It was assumed that they had determined that, as the price paid for the purchase of the Village Hall did not appear to be included in the asset total, that a mistake had been made. However, the Village Hall, like all community assets, had been valued at a nominal figure of £1. This was fed back to the auditors via a comments sheet. The Clerk would seek the view of Council's Internal Auditor. A notice of Completion of Audit, sections of the Annual Report and the Auditors' assets comment were put on notice boards on 29 September 2016 advising local electors that the audited accounts could be viewed over the following 2 weeks.

2457 Newsletter

The key subject areas for the autumn newsletter were confirmed. Draft texts from authors were needed by end October latest. Pete Edwards would write to members about the preferred length of articles and the photographs needed. He was meeting with the printer the following week to confirm the timetable and costs; it was intended that the newsletter would be ready for distribution in mid-November.

2458 Remembrance Sunday

Pete Edwards would check the condition of the road signs which were stored in the container on the Recreation Ground. As usual they would be put in position by 10.45am on Remembrance Sunday. Graham Roads had ordered plants to enhance the memorial garden area. Pete Edwards would consider if the Parish Lengthsman could include weeding and hedge trimming around the memorial in the schedule of works. The Clerk would ask Ampfield School who carried out the ground maintenance work around that part of the School which backed onto the memorial garden. It was expected that Martin Hatley would arrange for the wreath to be given to the Chairman for the ceremony as usual.

2459 Pavilion – issue of Invitation to Tender

Once some modifications had been made to the drawing of the proposed pavilion the Invitation to Tender (ITT) would be issued. The Chairman would consult with Test Valley Borough Council Planners to ensure that the existing planning permission would cover current requirements. A short list of suitable firms to build the pavilion had been drawn up. The ITT would be issued by the end of the month. There had been no change to the funding situation which remained a challenge.

2460 Morleys Management

2460.1 Christmas Carol Event Proposal

Ampfield Primary School had approached Council about the possibility of arranging a School and Community Carol Singing Event at the Village Green,

Morleys and involving the Village Hall in the provision of refreshments. The proposed date was Tuesday 13th December. Members were pleased to support the proposed event and would grant permission to use the Village Green subject to the usual risk assessment provisions. It was thought that, should the event become a regular one, it might be best to consider the planting of a young fir tree for future use. The provision of power for any decorative lights would need to be resolved. The Clerk would advise the School that Council would grant permission.

2460.2 Allotments

Allotment holders had met with David Stevens and Julian Jones on 5th October 2016. The need for more bags to get rid of stones had been raised. Council approved the delivery of 4 more bags from AceLiftaway. The cost was likely to be about £84 for 2 bags. Allotment holders were happy with the state of cleanliness of the 2 buildings. The need for a rotovator was raised and the price of a 2nd hand machine would be identified by the allotment holders. The use of a mattock had been helpful in breaking up the ground. David Stevens would investigate the costs of 2 mattocks for use by allotment holders. Once the bulk of the stones had been removed and the soil had become less compacted, consideration would be given to the acquisition of top soil and soil improvers. Several members of Council had trailers which could be used for a bulk order.

Some plots had not been tended recently and were full of weeds. The Clerk would write to the persons concerned. David Stevens would prepare a paper about the need for, and costs of, suitable sheeting to suppress weeds when plots were untended for whatever reason. The Clerk would look at the provisions for ordering goods through the National Allotment Society and advise allotment holders about membership details.

2461 Date of Next Meeting

The next meeting of the Parish Council would be held on Monday 14th November 2016 starting at 7pm in the Village Hall, Ampfield.

2462 Closure

The meeting closed at 7.40pm.

Chairman.....

Date.....