

UPPER CLATFORD PARISH COUNCIL
MINUTES FROM THE MEETING HELD ON WEDNESDAY 10TH AUGUST 2016
AT 7.30PM IN THE KING EDWARD VII MEMORIAL HALL
 THESE MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING TO BE HELD
 ON WEDNESDAY 14TH September 2016

Present:	Parish Cllrs S Kennedy (Chairman), S Butler (Vice Chairman), P Butler, A Newell, Mrs C Williams, HCC Cllr A Gibson, TVBC Cllr M Flood Minutes – C Emmett, Parish Clerk
Apologies:	Cllr A Wilson, TVBC Cllr G Stallard,

1	Apologies for absence. As above	
2	To receive and accept declarations of interest. Nil received	
8	County Councillor Report (Taken out of sequence as 3rd item) Cllr Gibson asked to speak early due to another commitment in the evening. He regretted he would not be able to attend the next meeting on 14 September. a. Devolution. He commented that devolution work had been diverting attention and was likely in due course to see more responsibilities being passed down to parishes. b. Pot Holes. He had noted that various pot holes in the village had been marked in white for some time and agreed to look into it... c. Roads top dressing. It was noted that Sam Whites Hill, one of the worst section of road in the parish, had not been done. Cllr Gibson agreed to look into it d. Restricted By-way (RBW) No 14. The parish has been advised that By-way No 14 was not on their priority list (of 6) and CC funding is not available to cut back vegetation. Cllr Gibson agreed it was the CC responsibility and would ask about it. e. Watery Lane Hedges. The danger of uncut hedges in Watery Lane, particularly by the bridge was raised. Cllr Gibson agreed to raise it with the appropriate team working for Highways/CC The Chairman thanked Cllr Gibson who left at this point.	AG AG AG AG
3	Public Participation. Thirteen members of the public attended and several spoke on objections to planning application 16/01696/FULLN Manor Rise flats. One speaker supporting the development addressed several of the points raised. All were informed that TVBC was the Authority to whom formal objection should be made and that the Parish was not involved in any pre-application consultation. Most left the meeting at this stage. A parishioner gave an update on agreements regarding the development at the Smithy.	
4	To approve the minutes from the meeting held on 13th July 2016. Councillors agreed that the minutes were a correct record of proceedings accepted. Cllr S Kennedy signed and dated the minutes to confirm this resolution.	
5	To receive the Clerk's progress report since the meeting held on 13th July 2016	
5.1	May Item 12. Standing Orders and Risk Assessment Policy amended. Complete	
5.2	Meeting Jun 15 Item 9 Finance: a. Two additional signatories on bank mandates have been verified by the bank. No response has been received for the other Cllrs. It should be progressed with just the 2 additions. b. Clerk and RFO contract. The contract proposed by the Chairman has been sent to all Cllrs and agreed. The Clerk expressed reservations about the 3 month notice period. Pending c. The Parish Council must write to Pensions Regulator by staging date (1 Jan 17) confirming review and that employee will not be taking up a pension under the new pension arrangements. Pending	Clk Clk
5.3	Meeting Jun 15 Item 12 Footpaths and Highways a. (3) Fly tipping of garden waste was reported on the section of footpath 4 between Highbury Rd and the Green. Confirmed as grass cuttings.	

5.4	<p>Meeting July 16</p> <p>Item 6 Planning 16/01574/FULLN The Smithy, Foundry Rd. Submitted. Complete</p> <p>Item 10. Playing Fields a(1) AVPP Goal Post loose. Contractor has been contacted but not responded yet. Pending a(2) AVPP Edges of field and under bench need strimming. As above. a(3) BBPP Perimeters need cutting and dip in centre filling. As above. b(1) Get quotes for refurbishing AVPP Climbing frame base area. As above c(1) Pavilion blanked widows need attention. Pending c(2) Pavilion showers need servicing. Pending c(3) Sports field hedges need cutting before Sep. Response to email awaited</p> <p>Item 11 Trees and Open spaces a. Foundry Rd tree stump tree surgeon has been regarding further chemical treatments as the stump is re-spouting. Re-cut but chemical treatment and cut away from fence line pending b. Tynehams House hedge needs cutting. Complete c. Clerk to contact Sparsholt College re tree surveys. Pending</p> <p>Item 12 Footpaths and Highways a(1) HCC to be requested to trim edges of Watery Lane. Reported on Hantsweb 22 July No 21238580. Grass cut but not hedge see item 8. Complete a(2) Cycle path to Andover from Watery Lane needs cutting back. TVBC to be approached. Complete a(3) Red Rice restricted byway no 14 needs cutting back. HCC state it is not on priority list and not resourced. Suggest Ramblers or Community Support Officer (Emma Broadbent). Raised under item 8. Complete a(4) Footpaths 2 and 4 have not yet been cut back. Chase HCC as these are listed as priority footpaths by PC. HCC state Footpath 2 was last cut on 10 May 2016 and a second cut is not resourced but Andover Ramblers have been approached and have cut it. Footpath 4 is on list for contractor in July but they are about 2 weeks behind. Afternote: Cut on 17 Aug 16 Complete a(5) Vegetation growth on bridge in Church Lane is causing bricks to come out. The bridge adjacent to Fishing Cottage also appears to be damaged. Report to HCC. Reported on 22 July 2016. Minor spalling recorded. Other bridge damage noted for possible action. Complete</p>	
6	<p>Planning – Planning sub-committee to report on the following applications:</p> <p>a. 16/01574/FULLN The Smithy Foundry Rd. It was agreed that No Objection was to be submitted but with a comment regarding turning and access to Foundry Rd, Submitted 22 July</p> <p>b. 16/01725/TREEN Knapp Cottage. A1 12 x Poplar reduce height by 50%, B1 Hazel and Laurel remove and grind stumps. No objection has been submitted.</p> <p>c. 16/01696/FULLN Manor Rise Flats. Extension to provide 4 additional dwellings, replacing windows erection of pergolas, demolition of garages/stores, erect bin/bicycle and provide hard standing for parking. Objection with comments to be raised.</p> <p>d. 16/01741/TREEN Porch Cottage, Upper Clatford. T1 Magnolia, reduce crown by 1 metre and thin re-growth. No objection submitted</p>	Clk
7	<p>Borough Councillor Report Cllr Flood made the following comments:</p> <p>a. Devolution. Comments made by Cllr Gibson were noted but she was unable to comment further at this time.</p> <p>b. Annual Canvas for voter registration should have been received. It was requested that phone or electronic response was made to save postage.</p> <p>c. Housing Land. This area of TVBC has designated land for 6.9 years, enough to meet requirements.</p> <p>d. A Cllr raised a question about the appropriateness of land use in the Town Mills area. Cllr Flood would check.</p> <p>e. Due to smells in certain areas of the town a Cllr asked if the rat population was considered a problem in the area. Not known.</p>	MF

8	County Councillor Report - Taken at item 3														
9	Finance: a. To receive and approve the financial statement for the period 1st July 2016 – 31st July 2016. The Chairman signed the statements to confirm acceptance. b. To approve payments to be made. The following payments were approved and cheques issued. <table><tr><td>Amount</td><td>Payee</td></tr><tr><td>£336.00</td><td>C Emmett (Salary)</td></tr><tr><td>£84.00</td><td>HM Revenue & Customs 120PL00288568</td></tr><tr><td>£34.00</td><td>C Emmett (Clerk Expenses)</td></tr><tr><td>£27.26</td><td>British Gas Trading Ltd</td></tr><tr><td>£240.00</td><td>BDO (Audit)</td></tr></table>		Amount	Payee	£336.00	C Emmett (Salary)	£84.00	HM Revenue & Customs 120PL00288568	£34.00	C Emmett (Clerk Expenses)	£27.26	British Gas Trading Ltd	£240.00	BDO (Audit)	
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10	Playing Fields														
10.1	To report the weekly Monitoring of Play Park Equipment. Cllr A Wilson noted a gap in the fence by BBPF gate, small sapling growth on fence-line and the need to regularly review surface joins under swings. In AVPF he noted the need to replace the black seat cover on the roundabout in addition to unresolved points from last month (loose goal and perimeter scrub growth).		Clk												
10.2	Anna Valley Playing Field. The Clerk was to look to TVBC to clear the vegetation from the perimeter of the park if no response to the other contractor is received.		Clk												
10.3	Balsbury Bridge Play Field. The Clerk was to look to TVBC to clear the vegetation from the perimeter of the park.														
10.4	Sports Field. Cllr S Butler had contacted Longparish CC about use of the field for their 3 rd team. They do not require it. An individual has expressed an interest in organising charity matches on the pitch if the Parish Council can maintain the square as well as the outfield. There was debate and Cllr Butler agreed to look into costs and report back. He had agreed to an additional match being played on 3 Sep and would arrange for the wicket to be prepared for that game.		Clk												
11	Trees and Open Space a. Brook Way/Foundry Rd. A dangerous broken branch had been reported by a resident in Brook Way via the Goodworth Clatford Tree Warden, This was dealt with that week at a cost of £450 approved by the Chairman. It was noted the green waste fly tipping in this area continues. b. Taskers Drive. A complaint about branches overhanging and hitting a garage in Taskers Drive was also dealt with at the same time as 11a. c. Norman Court /Watery Lane. A complaint from a parishioner was reported regarding the felling of several trees in fields near the two lanes. As this is private land and not in the conservation area it is not a Council matter unless there were TPOs in place. d. Hedges at the Old Post Office in Village Street. A complaint has been received about these impeding the pavement. Clerk to liaise with selling estate agent.		SB Clk												
12	Footpaths and Highways														
12.1	Cllrs to report any highways or footpath issues. Complaints continue to be received about parking on the bend in Foundry Rd to the east of Waterloo Terrace. This causes a blind spot hazard. Clerk to liaise with PCSO.		Clk												
12.2	Street Lighting. Cllr Newell to report any street lighting issues. Nothing to report.														
13	External Committees and Events														
13.1	Cllr S Butler report on changes to the website. Nothing to report.														
13.2	Cllr Mrs Kennedy to report of upcoming events at the Village Hall a. At the last VH meeting the lighting and car park were discussed. b. A Professional theatre troupe will be performing on 15 October. b. Film nights re-commence from September..														
14	Correspondence and E-mail. Clerk to report the correspondence received a. 12 Jul 16. New NALC Model Financial Regulations revised May 16 received. To be considered prior to of annual review of procedures (May 17) unless urgent changes needed. b. Local Government in Hampshire Workshop Invitation received from HCC. Places obtained for Cllrs Kennedy and S Butler to attend in Andover on 27 Sep.		All												

	<p>c. A parishioner wanted to see the accounts as he believed the audit was finished. He was informed that the external audit was ongoing, he was however sent the Reconciliation sheet with the agreement of the Chairman on 24 July 2016.</p> <p>d. S Water advised that as a business customer our account will be transferred to Business Stream by Apr 17 when responsibility for billing will transfer. S Water will remain responsible for infrastructure.</p> <p>e. Clerk contacted by Richard Ryder, Tree Warden in GC, on 25 July re a reported problem beach on Foundry Rd need the bottom of Brook Way. Passed to Cllr Williams. Daren Dredge (Treestyler) tasked to make safe on 25 July by phone and email. Quoted £450, agreed with Chair sanction 26 July 2016.</p> <p>f. Email from P Hatvany on 25 July advised that he has accepted a Public Appointment and is passing the Parish brief to Jason Oliver as he leaves private practice at the end of the month.</p> <p>g. 27 July. Request from resident in Taskers Drive to remove tree branch overhanging garage. Sent to Cllr Williams. Daren Dredge tasked to action with other work being done on 29 July.</p> <p>h. 27 July. Parishioner request for update on Farm shop planning application (16/00198/FULLN). Referred to TVBC site and Chairman informed.</p> <p>i. Email from parishioner reporting vehicle parked in entrance to AVPF, he is concerned that it may be a travellers' recce. Chairman advised. Such matters should be reported to the police at the time if of concern.</p> <p>j. TVBC view on 'The future for local government in Hampshire received on 29 July (see items 7 & 8)</p> <p>k. A request had been received from a resident of the Green to pitch a small marquee on it for the day of 3 September. It was agreed that this was to be permitted provided there was no disturbance to local residents, he absolved the Parish Council of liabilities and it was accepted by our insurers. Clerk to confirm with insurers and individual.</p> <p>l. CiL Presentation slides had been received and copied to Cllrs on the Planning Sub- Committee</p>	Clk
15	<p>Confidential Item</p> <p>The public and the press may be temporarily excluded using the authority of the Public Bodies (Admission to Meetings) Act 1960.</p>	
16	<p>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 14th September 2016</p> <p>a. Maintenance of Sports Field for Summer 2017</p>	

The Meeting closed at 9.40 pm