

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 9<sup>th</sup> February 2015 commencing at 7pm.

PRESENT: Miss M.I.Rothwell (Chairman) – Presiding  
Mr E. Butcher, Mr A.Clark, Mr. M.D. Hatley (from para 2202),  
Mr B.W. Nanson and Mr D. Stevens

### 2199 Attendance and Apologies for Absence

Apologies had been received from Mr P Edwards, Mr Julian Jones and Mr G.C.A. Roads.

### 2200 Minutes

The minutes of the meeting held on Monday, 12<sup>th</sup> January 2015 having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2201 Matters Arising from the Minutes

Mr Clark reported that the outcome from the hearing about the appeal against refusal to allow a gypsy site on the paddocks opposite the Potters Heron was not yet known.

### 2202 Declarations of Interest

There were no declarations of pecuniary, or code of conduct, interests.

### 2203 Public Participation

No members of the public were present at the meeting.

### 2204 Finance Matters

#### 2204.1 Accounts for payment

It was proposed by Mr Nanson, and seconded by Miss Rothwell, that the following accounts be paid:

<u>Cheques to be signed at meeting</u>	£ inc VAT
P Reynolds - internal 9-month audit	360.00
Konica Minolta - copier hire Jan-April 2015	128.88

Community Network Membership Renewal - Chapel Wood	38.00
Konica Minolta - copies from October 2014- January 2015	129.04
RBL Poppy appeal 2014	<u>50.00</u>
	705.92

Payments made between meetings £ (inc VAT)

None

#### 2204.2 Receipts and anticipated payments

Council noted the bank reconciliation statement for January 2015 and the transfer of £4000 between accounts. The invoice for paper copies from Konica Minolta was higher than usual and reflected the increased use of colour, due primarily to the production of the autumn newsletter. The bank accounts stood at £51, 954.91 of which £33,250 was in named reserve funds.

Council reviewed actual expenditure against budgets for the period ending January 2015. There were some significant expenditure items still to be presented including the second instalment of the Recreation and Burial Ground loans, the remaining part of the Test Valley Borough Council (TVBC) maintenance contract, Village Hall hire and the acquisition of the new notice board (see para 2204.3). These items were expected to bring year-end expenditure close to the predicted outturn.

#### 2204.3 Acquisition of assets

Council confirmed agreement to acquire a replacement notice board for Flexford Road. This would be a man-made timber, single bay board with posts. It would be supplied by Greenbarnes Ltd and would cost just under £900 excluding VAT. Mr Edwards had discussed the position of the new board with the owners of the land on which the existing one was situated; they had kindly agreed to the pruning of their hedge to accommodate the new board. Council had already agreed to the purchase of a defibrillator which would be placed outside the Village Hall. The machine would cost just under £1500. A grant of £500 towards the cost was being sought from TVBC. Council was very pleased to note that a second defibrillator was to be placed outside the Potters Heron Hotel for use by both guests and members of the public. A grant would also be sought for this purchase with the balance being donated by Mr Akguneyli of the Potters Heron Hotel. Familiarisation training would be organised.

The Clerk had just been notified that Council's application to register Ampfield Village Hall under the Community Right to Bid scheme had been successful. This meant that should the owner of the Hall decide to sell it, Ampfield Parish Council would be told by TVBC and be given the time and opportunity to put in a bid should they wish to buy it on behalf of the community.

2205 Financial Regulations

Council had agreed to adopt revised finance regulations in September 2014 subject to agreement to changes in existing processes necessary to meet new regulations. Mr Nanson and the Clerk had prepared a table of outstanding items and suggestions on how best to take them forward. These were all reviewed and agreed subject to some minor alterations. The Clerk would issue the final version.

2206 Police Report

The Chairman welcomed PCSO Jo Cole to the meeting. Crime rates had been low in recent months although burglaries seemed now to be on the increase. Fly-tipping in Green Lane had become a problem and was being monitored; residents should report any incidents to TVBC. A complaint about parking at the School had been made by a resident who had difficulties getting out of his drive. The Rural Police Team continued to do spot checks for red diesel which remained a common crime in the countryside. A new Sergeant had joined the team and might attend the Parish Assembly to introduce himself.

2207 Future Plans for the Speed Limit Reminder Sign

Braishfield Parish Council had decided not to continue with the speed sign after the current management agreement with TVBC ended in June 2015. The sign would, thereafter, be used solely in Ampfield. In view of that Mr Edwards had revised the locations and frequency of positions in the speed sign schedule. Changes included the positioning of the sign in Pound Lane now that the speed limit had been reduced to 40mph, and increased usage in Baddesley Road. Council agreed to adopt the revised schedule. There was provision within the S106 monies from the Morleys development to fund another speed sign. The benefit of a second sign was no longer as clear cut as it had been. It was agreed that Mr Clark would investigate how best to use and to retain that portion of the developer funds, and report back to Council.

2208 Newsletter - 2015

Mr Edwards had circulated a paper making recommendations about the annual newsletter and about the content and length of articles. It was agreed that the scope and length of articles should be reviewed to make the document more readable and accessible. It was also agreed that the feasibility of compositing the newsletter in-house should be researched as this would provide more flexibility; any savings could be used to introduce more colour. Council confirmed the overall purpose of the newsletter as being a method of informing parishioners of the activities and plans of Ampfield Parish Council and also giving space to publicise the activities of various community groups in the parish. It was agreed that Mr Nanson would produce a timetable of activities for completion and

delivery of the newsletter and that he and Mr Edwards would discuss method and composition with the printer.

It was noted that the restrictions imposed on councillors immediately prior to an election (known as the “purdah period”) included, amongst other things, a ban on the use of council facilities to produce or deliver reports which could be regarded as “political”. This meant that the annual reports produced by Councillors Dowden and Hatley could not form part of the annual newsletter. It was hoped, however, that both councillors would be able to attend the Parish Assembly and answer any questions. A note would be made in the newsletter to explain the absence of their reports.

2209 Qualities of New Vicar

Council had been asked by the Parochial Church Council to contribute to the profile of a new vicar. Information from various sectors of the community would be used in the recruitment process. Council agreed the list of characteristics put forward by Miss Rothwell.

2210 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 9th March 2015 at 7.15pm in the Village Hall, Ampfield.

Although meeting dates would have to be confirmed by Council at the May 2015 meeting, it was anticipated that Council would meet on the following dates in 2015/16: 13<sup>th</sup> April, 11<sup>th</sup> May, 8<sup>th</sup> June, 13<sup>th</sup> July, 14<sup>th</sup> September, 12<sup>th</sup> October and 9<sup>th</sup> November 2015, and 11<sup>th</sup> January, 8<sup>th</sup> February and 14<sup>th</sup> March 2016. All dates were Mondays. The Parish Assembly was on 27<sup>th</sup> April 2015.

2211 Closure

The meeting closed at 8.45pm.

**Chairman**.....  
**Date**.....