

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting
held on Thursday 5th December 2019 at 19:00
at War Memorial Hall, Abbots Ann



Present: Parish Cllrs: A Jordan (Chairman), G Howard (Vice Chairman),
A Jones, P Roberts, D Perkin, C Wallis.
Borough Cllr D Coole.

Members of the Public: 1

Minutes: Mrs C L Cotterell – Parish Clerk

Meeting started at 19.02

AGENDA ITEM		ACTION
1	<p>Chairman's Opening Remarks</p> <p>Chairman reminded all present that the meeting was being recorded and if any members of the public wished to speak about any items on the agenda to let the Chairman know.</p>	
2	<p>Apologies for Absence</p> <p>Apologies were received from Parish Cllrs Coffey, Borough Cllr Flood and County Cllr Gibson</p>	NOTED
3	<p>Declarations of Interest – Cllr Roberts declared an interest in Item 7c.</p>	NOTED
4	<p>Cllrs to agree the minutes to be an accurate record of the meetings held on:</p> <p>a) 7th November 2019 – Full Council Meeting – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.</p> <p>b) 20th November 2019 – Extraordinary Meeting – Proposed Cllr Jordan, seconded Cllr Perkin, all agreed except one abstention.</p>	
5	<p>Actions/Updates to be reported</p> <p><u>Clerks actions from the meeting on 7th November 2019</u></p> <p>Item 5 - PC thanks sent to Gary Light.</p> <p>Item 5 – to publish Action Tracker with minutes if practical – still under consideration.</p> <p>Item 8 – contacted HCC regarding lime trees – HCC responded that the lime trees will be pollarded and maintained in future. Cllr Howard confirmed that he spoke to the neighbour who was appreciative.</p> <p>Item 9 – Churchyard fence – initial quotation process circulated to Cllrs as requested.</p> <p><u>Updates:</u></p> <ul style="list-style-type: none"> • An outstanding debt was received for £298.50 for unpaid water services to the Pavilion, for the period June 18 to Sept 19, incorrect contact details meant the bills had not been received or paid. Chairman and Clerk agreed to settle the debt. Contact details have now been updated with the Water Services company. • Enquiry received from resident in Little Ann Road regarding 20 is Plenty signs, the resident has already contacted Cllr Gibson who advised he would contact PC during the summer. The resident has the understanding that PC can formally request HCC to display the signs. Clerk has contacted Cllr Gibson for confirmation. Awaiting a response. • Letter has been received from Brian Sims, who has voluntarily been cutting grass at the Sportsfield, and more recently The Green, for 45 years. Brian has confirmed he has decided to retire at the end of 2019 grass cutting season – <u>Action</u> – Cllrs Jordan and Howard to approach Brian Sims to see if he would carry on for a period of time. <p><u>Cllrs Updates on Outstanding Actions</u></p> <p>The Chairman read through the outstanding items on the tracker – it was agreed to re-format the tracker under portfolio headings and projects.</p> <p>No 1 – repair to gate hinge in Burial Ground – ongoing.</p> <p>No 4 – Vision statement – <u>Cllr Jordan</u> to provide by January meeting.</p> <p>No 5 – 5yr rolling budget forecast – ongoing and agenda item.</p> <p>No 6 – canvass community for wildflower meadow – not started – task transferred to Portfolios and item closed.</p> <p>Nos 8 & 9 – Burial & Cremation plots review and Regulations review – ongoing - review document circulated – Cllrs to provide any comments on review document by 12th December – Cllrs happy for Cllr Howard and Clerk to continue with drafting amended Regulations document.</p> <p>No 11 – Sportsfield Cttee elected – ongoing - agenda item</p> <p>No 14 – Portfolio responsibilities formatted – ongoing – to be done by January meeting.</p> <p>No 20 – Churchyard Fence – Mr Lucas approaching TVBC re grant application – complete.</p> <p>No 21 – Church path & Church path light - completed</p> <p>No 22 – online tracker and repairs book set up on Dropbox - completed</p> <p>No 23 – review of Grounds Maintenance Contract – draft specification for January meeting.</p> <p>No 31 – Portfolio leads to update tracker - ongoing</p> <p>No 32 – Facebook page - ongoing</p> <p>No 33 – Portfolio leads to provide heading for Agenda updates to clerk – ongoing – to be grouped under Portfolios.</p>	<p style="text-align: center;">Cllrs Jordan/ Howard</p> <p style="text-align: center;">Cllr Jordan</p> <p style="text-align: center;">Cllrs/ Cllr Howard/ Clerk</p> <p style="text-align: center;">Cllr Jordan</p> <p style="text-align: center;">Cllrs Jones/ Jordan</p>

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	<p>No 34 - publish Action tracker with minutes – ongoing – agreed to publish after Action tracker grouped under Portfolios. No 35 – Advice note to Burial Rights holders re decorations on graves – ongoing - draft advice note circulated. No 39 – Upper Clatford NDP - agenda item. No 40 – Cllr Coffey to add items to repair book - ongoing No 41 – CY paths – ongoing - architect approached to provide specification for PC, to come back to PC before going into too much detail so PC can review the way its progressing. No 42 – Churchyard paths specification – ongoing - Mr Lucas approached to provide specification.</p>	
<p>6</p>	<p>Borough and County Councillor Reports <u>Cllr Coole reported</u> – The Town Centre Master plan is being displayed between 11th to 15th December at 4 Bridge Street, Andover. <u>Cllr Flood reported by email:</u></p> <ul style="list-style-type: none"> • Andover Leisure Centre -Since the opening of the new Leisure Centre the total for all forms of membership has grown by over 800 from 4,709 to 5,562 in the first six months - and is continuing to improve month on month. • Chantry Centre Toilets; the newly renovated toilets will open on 6th December, following an intensive scheduled of works. • Harewood Incinerator – Wheelabrator - Test Valley had published its proposed response to the Harewood Incinerator consultation, which recommends to the Northern Area Planning Committee that Test Valley formally objects to the Wheelabrator submission. • I note Cllr. Roberts has been in contact with TVBC Head of Planning Paul Jackson re Dingwall/Little Ann. <p><u>Cllr Gibson reported by email:</u></p> <ul style="list-style-type: none"> • I have had an approach regarding putting Gating on the entrances to Abbots Ann and Little Ann. The idea is that by putting gating at strategic locations you not only define the village but there is a proven effect to slow vehicles as they come through the village. I am assuming that the Parish Council is supporting this initiative. This could also be partnered with 20 is plenty signs, at least that is the proposal. Clearly there are Highways issues concerning whether there is space on specific roads so that the gates are not dangerous or intrusion onto the road and cost. I am now speaking to Highways about the possibility. Wherwell are also following the same strategy. • I have had almost 50 emails and letter regarding the Wheelabrator Incinerator Consultation (A303 site in Barton Stacey) which I will be submitting early next week. The correspondence is against the because of size and location. • HCC is going through a difficult funding problem as it prepares its 2 year budget. HCC is trying to meet £80M cuts in funding and there could be some very difficult decisions that will affect us all. I will be able to provide more information by February. 	
<p>7</p>	<p>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications:</p> <p>1.</p> <p>a) 19/02645/FULLN – Erection of agricultural barn for use as livestock shelter, storage of hay/feed & associated storage – Little Laughton House Old Salisbury Road Abbots Ann – Objection on the basis that the Parish Council’s previous objections to 19/01907/FULLN, (inadequate vehicular access with no right of way over the existing access and the proposed location will obstruct the views of the neighbour over open countryside), have not been amended in any shape or form - Proposed Cllr Roberts, seconded Cllr Jones, voted 4 for, 2 against – Proposal carried.</p> <p>b) 19/02676/FULLN & 19/02677/LBWN – Re-construction of existing barn adjoining Old Mill House – Old Mill House Andover Road Monxton – No Objection - Proposed Cllr Jordan, seconded Cllr Jones, all agreed.</p> <p>c) 19/02738/PDQN – Notification for approval under Class Q – Change of use of agricultural building to single dwelling – Rosecomb Farm Cattle Lane Abbots Ann – No Objection – Proposed Cllr Jordan, seconded Cllr Howard, all agreed except Cllr Roberts who declared an interest.</p> <p>2. <u>Update on 19/00090/VARN – Dingwall</u></p> <p>Cllrs received an update from the TVBC Enforcement Officer – The officer confirmed that the owner failed to lodge an appeal within the prescribed period so the enforcement notice stands. The officer confirmed that the matter is to be reported to the Northern Area Planning Committee on 2nd January 2020. Cllr Roberts confirmed he had received the same reply from Paul Jackson, Head of Planning. – <u>Action</u> - Agreed for Cllr Roberts to ask Paul Jackson why the matter is going to the Planning Committee.</p>	<p>Cllr Roberts</p>

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8	<p>Budget 2020/21 Cllrs to discuss budget document.</p> <p>Noted items were increased Grounds maintenance to include grass cutting which could be up to £2k. Building a reserve for next election in 2023, it was also noted that referendum fees may become a parish responsibility in future.</p> <p>A number of items from portfolio holders will be added and the document recirculated. Any further items should be with Cllr Jordan by pm on Friday 6th December. The budget and precept demand both need to be approved at the January meeting.</p>	Ag item																								
9	<p>Sportsfield/Pavilion Update Cllr Jordan provided an update and confirmed attempts have been made to arrange a meeting between Cllrs and the Friends of the Sportsfield. Accounts have also been requested and are awaited, detailing booking fees income and where this is being held as has not been paid into the PC account.</p> <p>A discussion was held on how to move forward with a working group with a constitution and supported by the PC. It was agreed for Cllr Jordan to make a further attempt to arrange a meeting soon.</p>	Cllr Jordan																								
10	<p>Upper Clatford Neighbourhood Development Plan Cllrs to consider submitting comments in respect of the Neighbourhood Development Plan.</p> <p>Cllr Roberts gave an update on the Upper Clatford NDP. Cllr Roberts proposed that the AAPC response should be to commend them on their plan and the work that has gone into it, confirm that AAPC have no objections to the plan and to wish them well for the future. Seconded Cllr Howard, all agreed. Clerk to submit the response to Upper Clatford.</p>	Clerk																								
11	<p>Wheelabrator Harewood Waste to Energy Facility Cllrs to consider submitting comments to the consultation.</p> <p>Cllr Jordan updated that Abbots Ann area is now included in the consultation. Comments have been seen from other parishes more directly affected and the basic themes for objections are traffic and access, source of waste, energy output, effect on River Test, pollution, local health hazard from particulate discharge including dioxins, impact on economy/tourism/farming/environment and visual. Cllr Coole also commented that Cllr Phil North has published his objections.</p> <p>Cllr Roberts proposed that the Chairman provide a summary of AAPC objections to the project, pooling comments from parishes and TVBC and circulate to Cllrs for comment. The AAPC response to be submitted by the deadline of 12th December, seconded Cllr Howard, all agreed.</p>	Cllr Jordan																								
12	<p>Finance</p> <p>a) Cllrs to approve the Financial Statement for 1st to 30th November 2019 – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.</p> <p>b) Cllrs to approve the following payments to be made – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>Clerk office/expenses (Nov)</td> <td style="text-align: right;">£61.89</td> <td>Clerk salary (Dec)</td> <td style="text-align: right;">£837.38</td> </tr> <tr> <td>Countrywide Grds (Oct)</td> <td style="text-align: right;">£957.35</td> <td>Vitaplay Inspection Qtrly inv</td> <td style="text-align: right;">£235.20</td> </tr> <tr> <td>Pension Contributions</td> <td style="text-align: right;">£72.80</td> <td>DM Payroll Services (2nd half)</td> <td style="text-align: right;">£40.50</td> </tr> <tr> <td>Water services bill (Jun18-Sep19)</td> <td style="text-align: right;">£298.50</td> <td>SLCC Annual Prof fees</td> <td style="text-align: right;">£107.00</td> </tr> <tr> <td colspan="4"><u>Bank Balance as at 30th November 2019 - £42,610.69</u></td> </tr> </tbody> </table>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerk office/expenses (Nov)	£61.89	Clerk salary (Dec)	£837.38	Countrywide Grds (Oct)	£957.35	Vitaplay Inspection Qtrly inv	£235.20	Pension Contributions	£72.80	DM Payroll Services (2 nd half)	£40.50	Water services bill (Jun18-Sep19)	£298.50	SLCC Annual Prof fees	£107.00	<u>Bank Balance as at 30th November 2019 - £42,610.69</u>				
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13	<p>HCC Priority Cutting List 2020 Cllr Jones proposed to submit the same 5 paths as last year – 001/2 – Donkey, 001/4 – Penny, 001/6 – Pitts, 001/7 – The Drove, 001/13 – Green Lane - Proposed Cllr Jones, seconded Cllr Perkin, all agreed.</p>	Clerk																								
14	<p>Next Meeting – Due to Cllr commitments in January it was agreed to change the date from Thursday 9th January to either 15th/16th January 2020 – Clerk to confirm venue and publish the date/venue and update Cllrs.</p>	Clerk																								

Meeting closed at 20.54

These minutes were approved and signed by the Chairman at the meeting held on 15th January 2020