

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 13<sup>th</sup> April 2015 commencing at 7pm.

PRESENT: Miss M.I.Rothwell (Chairman) – Presiding  
Mr E. Butcher, Mr A.Clark, Mr P. Edwards,  
Mr J. Jones, Mr B.W. Nanson, Mr G.C.A. Roads  
and Mr D. Stevens

### 2214 Attendance and Apologies for Absence

Apologies had been received from Mr Hatley.

### 2215 Minutes

The minutes of the meeting held on Monday, 9<sup>th</sup> March 2015 having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2216 Matters Arising from the Minutes

Mr Nanson advised that he had registered with the Pension Regulator as Council's contact in relation to the provision of a pension and of automatic enrolment now required by law. Council's "staging date" was April 2017 when the law would come into effect for Ampfield Parish Council.

### 2217 Declarations of Interest

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

### 2218 Public Participation

No members of the public were present.

### 2219 Financial Matters

#### 2219.1 Accounts for payment

Council agreed to the renewal of annual subscriptions to the National, and to the Hampshire, Association of Local Councils and to the Hampshire Playing Fields

Association. It was then proposed by Mr Nanson, and seconded by Mr Jones, that the following accounts be paid:

<b>Cheques to be signed at meeting</b>	<b>£ inc VAT</b>
HALC subs & NALC levy for 2015/16	393.00*
G Phelps - work to posts in playground	84.53
Hampshire Playing fields Association - subs 2015/16	<u>40.00*</u>
	517.53

\*need approval

#### **Payments made between meetings**

TVBC maintenance contract - 2nd installment	1451.52
Allbrook Pest Control - moles on Rec Ground	150.00
Ampfield Village Hall hire December 2014 - March 2015	624.00
North Hill Services- door for portakabin	54.78
Greenbarnes Ltd - notice board at Flexford	1068.76
Total Refurbishment (Southern) Ltd - fit portakabin door, frame & steps	175.00
Cement for posts in playground - Cllr Clark	23.90
Sheenmicro management - web space	60.00
Grass seed for Rec Ground - Cllr Nanson	44.99
Office Expenses & stationery - D Matthews	<u>52.50</u>
	3705.45

#### 2219.2 Receipts, anticipated payments and update on assets

Council confirmed the payments made between meetings. It was noted that the donation from the Potters Heron, and monies from the Borough Councillor's fund, to purchase 2 defibrillators had been received. The defibrillators had been ordered and were due any day. The new board for Flexford Close would be put in place by the Lengthsman later in the month. The Clerk had been in touch with Council's insurance brokers to have the new assets covered by the policy. Council was pleased to note that Ampfield Golf Club and Collard Heating had continued their sponsorship of the website. The bank accounts stood at £59,306.43 of which £33,250 was in named reserves. The first instalment of the Precept had been received.

Council reviewed actual expenditure against budget for the end of the financial year 2014/15. The largest expenditure variances included the work in the woodland following the health & safety audit, the purchase of the container/kitchen (the insurance claim for the old one having been paid out in the previous financial year) and the ecology work commissioned in connection with certain planning applications. It was noted that the annual return and instructions for completion had been received from the external auditors. The annual return and supporting documents had to be approved by Council by the end of June at the latest. This year the signed annual return had to be with the external auditors by 20<sup>th</sup> July.

The Honda mower did not work. It was agreed that an estimate, of up to £40, would be sought to see if it was worth repairing the mower. Mr Roads and Mr Clark would take this forward.

#### 2219.3 Contracts and maintenance costs

The Test Valley Borough Council (TVBC) Grounds Maintenance Contract for 2015/6 had been received and circulated. Costs per visit showed an overall increase of 1.6% over the previous year. Council had been pleased with the work carried out by the TVBC team and agreed to accept the contract for the coming year. Council would consider putting the contract out to tender the following year. It was agreed that weed strimming should be added to the contract on an “as requested” basis. The costs of hedge cutting around the churchyard were noted. The Clerk would ask TVBC, in future, to itemise the grass cutting in the churchyard, the Burial Ground and the glade. Council considered the contract being offered by HALC to provide HR advice but, as there was no current need for the service, decided to opt out.

#### 2219.4 Fence posts

Some fence posts in the playground had rotted and had been replaced. Earlier repairs to posts had not been strong enough and would also need to be replaced. It was agreed that Mr Nanson and Mr Clark would take this forward up to a cost of £250.

#### 2220 Parish Assembly and Newsletter

The annual newsletter, which had just been published, had been well-received. Miss Rothwell thanked Mr Edwards for his patience and hard work in putting it together. All deliveries had been made; any corrections to the delivery schedule should be passed to Mr Clark. Arrangements were in place for the Parish Assembly. Mr Nanson would provide the structure of the presentation and invite contributions from councillors.

2221 Elections 2015

The Parish Council election had been uncontested. Council agreed to proceed with co-option. Mr Nanson had prepared a notice inviting residents, who were interested in becoming a councillor, to write to the Clerk. Any expressions of interest would be considered at the May Council meeting.

2222 Proposal to set up a Development Advisory Group

The development at Morleys Lane was well advanced and would soon result in Council being involved in additional activities. These activities would include allotments, car park, new open space and the development of a pavilion. Mr Nanson had circulated a paper proposing that, in order that Councillors who lead on particular aspects of the development were able to discuss issues in a co-ordinated manner, a Development Advisory Group should be set up. The proposal and the terms of the reference of the Group were agreed. It was also agreed that Mr Clark be appointed convenor of the Group with Mr Nanson, Miss Rothwell and Mr Stevens as members. All other councillors would attend as required.

2223 Proposal for a sign at Ampfield Recreation Ground

Mr Nanson had circulated a paper about the proposal from Ampfield & North Baddesley Cricket Club to erect a sponsored sign on the Recreation Ground. Council discussed the proposal, and the nature and location of the sign. It was agreed that Council had no objections to the sign in principle but some changes to the design would be required. The Cricket Club would deal with any planning considerations.

2224 Public Open Space Projects

TVBC had advised Council that, following changes to legislation and policy in the way that they sought contributions to infrastructure, an updated list of parish projects was needed. Mr Nanson had circulated a revised list and invited comments from members before it was sent to TVBC.

2225 Speed Limit Reminder Sign

Following Braishfield's withdrawal from the shared speed sign agreement in June 2016, there would be additional capacity and Council had decided to place the sign in Green Lane. Mr Edwards had met with Mr Alborough, senior highways engineer, to identify the best location for the sign; this was decided to be just south of Rose Cottage. Mr Edwards had met with nearby residents who were content with the proposal. Council agreed that the additional position should be added to the schedule.

2226 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 11th May 2015 at 7pm in the Village Hall, Ampfield.

Miss Rothwell took the opportunity to thank Mr Butcher for his contribution to Council's work over the past 8 years and, in particular, his liaison work with Ampfield Primary School. Mr Butcher was not standing in the May elections and his good counsel would be missed.

2227 Closure

The meeting closed at 8.10pm.

**Chairman**.....

**Date**.....