

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14th May 2018 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman) - Presiding
Allan Clark, Pete Edwards, Martin Hatley (from para 2717) Julian Jones,
Graham Roads, Margaret Rothwell, David Stevens and Julie Trotter

2708 Election of Chairman

It was proposed by David Stevens and seconded by Julie Trotter that Bryan Nanson be re-elected Chairman for the coming year. There being no other nominations Bryan Nanson was declared elected. Bryan Nanson signed the Declaration of Acceptance of Office on re-election as Chairman.

2709 Election of Vice-Chairman

It was proposed by Bryan Nanson and seconded by David Stevens that Allan Clark should be re-elected Vice-Chairman. There being no other nominations, Allan Clark was declared re-elected.

2710 Attendance and Apologies for Absence

There were no apologies; all Members were present.

2711 Minutes

The Minutes of the meeting held on Monday, 9th April 2018, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2712 Matters Arising from the Minutes

There were no Matters Arising which were not covered by items on the agenda.

2713 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 Committee. Margaret Rothwell declared an interest as a representative and Trustee on the Village Hall Committee.

It was necessary for Councillors to update their Declarations of Interests, which had been signed by them and posted on the parish website, on an annual basis. The Clerk asked each Councillor present to advise whether or not any amendments were needed. Councillors confirmed that there had been no changes to their Declaration of Interests.

The Clerk would advise Legal & Democratic Services at Test Valley Borough Council (TVBC). Martin Hatley also confirmed no change when he joined the meeting at 7.14pm.

2714 Public Participation

No members of the public were present.

2715 Planning Committee Composition

It was agreed that all Councillors would be members of the Planning Committee with the exception of Martin Hatley as Borough Councillor with TVBC. It was proposed by Bryan Nanson and seconded by Graham Roads that Allan Clark be appointed Chairman of the Planning Committee. There being no other nominations, Allan Clark was declared appointed. The Chairman of the Council would attend as an ex-officio member.

2716 Development Advisory Group Composition

It was agreed that Allan Clark would be convenor of the Group with Bryan Nanson, Margaret Rothwell, David Stevens and Julie Trotter as standing members. All other councillors would attend as required.

2717 Portfolio appointments to be made

The following were agreed:

Ampfield Countryside Heritage Area	}	
Chapel Wood	}	Graham Roads
Environment	}	
Allotments		Julian Jones & David Stevens
Ampfield School Liaison		Margaret Rothwell
Communications		Pete Edwards
Defibrillator Carer		Julie Trotter
Finance		Bryan Nanson
Footpath Warden		Jon Milliken
Morley's Estate Management Liaison		Allan Clark
Public Transport & Highway Liaison including		Pete Edwards
Parish Lengthsman Scheme		
Recreation Ground		Bryan Nanson with support from Allan Clark
Safer Neighbourhood Scheme		David Stevens
Test Valley Association of Parish Councils	}	Bryan Nanson
Hampshire Association of Local Councils	}	
Village Hall Committee		Margaret Rothwell (Bryan Nanson would attend in her absence)
Village Design Statement		Graham Roads
Webmaster		Julian Jones

2718 Matters arising from the Parish Assembly held on Monday 30th April 2018

Members noted the concerns raised by parishioners about speeding on the stretch of the A3090 around Ratlake. The number of incidents involving deer was increasing and there did not seem to be any prospect of change unless there was a serious accident or a fatality. It was agreed that Highways would be approached about a review of speed limits. The Chairman would seek support from the Chairman of Hursley Parish Council. It was noted that Pete Edwards had had various discussions already with TVBC about traffic calming. Martin Hatley would raise it with the Deputy Mayor of Winchester District Council whom he was meeting shortly. Residents were also frustrated about the apparent lack of adherence to planning provisions on the site opposite the Potters Heron. Allan Clark was actively pursuing this with the TVBC Enforcement Team and would continue to do so. The Chairman thanked Julie Trotter for arranging the refreshments for the Parish Assembly. It was agreed that, in future, supplies from the Catch-up Café would be used and treated as a donation.

2719 Financial matters

2719.1 Accounts for payment, receipts and anticipated expenditure

It was proposed by Julian Jones and seconded by Graham Roads that the following accounts be paid:

Cheques to be signed	£
HCC County Supplies – pavilion kitchen	19.96
HCC County Supplies – pavilion kitchen	27.58
D Matthews -April salary	581.88
HMRC -April payments	161.76
Itchen Valley Trees - shredding	350.00
JN Landscapes Ltd - Morleys - maintenance April/May	1,050.00
DEK Graphics - 760 newsletters	330.00
Mr & Mrs Cormacey - refundable deposits allotment	75.00
HALC - VAT training - Cllr Nanson	48.00
Justinkandpaper - various ink cartridges - D Matthews	75.95
Mapping data sewage application – TVBC £18.00}	
No smoking sign £30.21 } Cllr Nanson	<u>63.20</u>
Key Safe £14.99 }	
	<u>2,783.33</u>

Payments made between meetings

TVBC planning application fee - septic tank	117.00
Mileage attendance at TVBC CIL event - Cllr Clark	10.80
Eon - pavilion electricity due 27 April D/D	17.65

NEST pension payments April 2018 D/D

22.96

168.41

Council confirmed and approved the cheques and payments made between meetings. The software problems experienced by the TSB bank had meant that there had been no monthly bank statements and so the reconciliation had been made with a transaction list. It was noted that named reserves totalling ££28,000 had been re-instated in April following the completion of the pavilion construction. The invoice from RMG about the contribution to the sewage treatment plant at Morleys was incorrect and had been queried with them. Receipts for April had been very high at £50,476.95. This was due to the VAT refund at £32,597.61 and to the 1st instalment of the Precept. At the end of April the TSB bank accounts stood at £88,441.95. The Nationwide and HSBC accounts, which were intended for the maintenance of open spaces at Morleys, stood at £66,805.04.

2719.2 Lengthsman contract

Council agreed to sign the new contract for Lengthsman's services for another year. The work schedules would continue to be managed by Crawley Parish Council but the contract administration would be covered by Otterbourne Parish Council. Clarification had been sought by Pete Edwards and the Clerk about some elements of the contract, health & safety issues in particular. Council agreed to use the Lengthsman for additional works such as the playground and War Memorial maintenance.

2720 Highways

2720.1 Knapp Lane and School Parking

A paper had been circulated to Councillors prior to the meeting. Pete Edwards explained the background to the proposal for parking restrictions in lower Knapp Lane which had been marked out on a slide. The increase in the number of pupils and staff at the School was welcomed but it had brought with it a corresponding increase in cars and parents at drop off and pick up times. The situation at key times was considered chaotic. There were no road markings outside Ampfield School. This was unusual as, of the 12 other schools that were looked at, all had some sort of markings. It was accepted that there was no obvious solution to the problem. It was thought unlikely that teachers would park anywhere away from the School. It was recognised that the use of Morleys Green and Lane could present other problems. Letters had been sent by APC to local residents about the situation. There would also be a formal period of consultation organised by TVBC and Highways. It was agreed that Pete Edwards's paper should be sent to TVBC as part of the input to the process.

2720.2 Traffic calming

There was nothing new to report as Highways had not sent the proposed diagrams for the A3090 section through village.

2721 Pavilion progress and related projects

2721.1 Sewerage project

A planning application had been submitted; the closing date for comments was 25th May. It was noted that if permission was not given then any building control fee already paid would be lost. It was thought unlikely that permission would not be granted. There would be no CAF grant for the sewerage project. However, S106 monies of £7,670 would be made available and it was agreed that APC would fund the balance.

2721.2 Implementation issues

The cricket season was underway and the pavilion had been used 3 times so far. Initial problems with the shower temperature had been resolved. There were no reported instances of poor housekeeping or mess. 3 bays of racking had been installed for APC usage. It was agreed that another rack would be installed in the home team changing room. The Cricket Club had provided the picket fence, tables & benches and the projector, and had laid out the garden area. It was agreed that they could install a TV. As this would be a community asset, APC would pay for the licence. It was also agreed that the inclusion of the use of the pavilion would now be included in their lease. This would be done by an exchange of letters. Martin Hatley advised that there was a grant available towards the cost of Wi-Fi in sports pavilions. It was agreed that APC would consider this.

2721.3 Letting proposals

Bryan Nanson had circulated a paper about lettings prior to the meeting. He explained the VAT implications of various types of letting arrangements. One-off sporting lets would not be permitted under current regulations. Block bookings of 10 or more for sporting activities would be classed as exempt activities. It was agreed that social room hire would be restricted to residents or those with a link to the parish, in the early days. Bryan Nanson or the Clerk would open up and close down the pavilion for hires and retain the keys. This would be reviewed at a later date. Commercial room hire would be negotiable. Deposits of £50 or £100, depending on the hire, would be levied. It was noted that not all hires would want the shower and changing rooms, and that the use of showers added to the cleaning costs. It was agreed that a flat rate of £15 per hour for the main room, and a £20 flat fee for inclusion of the shower & changing rooms, be charged. In line with the Village Hall it was agreed that hire of the main room would be £20 an hour to non-residents. Bryan Nanson would draft some hire forms for consideration.

2722 Village Design Statement (VDS)

The task was nearing completion. The VDS team was meeting the next day. It was essential that the proof reading was done with care.

2723 Friends of Chapel Wood (FOCW), Maintenance and Burial Ground

2723.1 Chapel Wood

There had been no ecological concerns raised about the newts found in the pond. The reconstruction of the dipping platform could, therefore, go ahead. It was hoped to get it underway in August/September. Some tidying up around the glade and areas to be used for the Church Fete would be tasks for the June working party.

2723.2 Burial Ground

The plots on the left hand side of the Burial Ground were filling up. It would soon be necessary to allocate plots on the right hand side. It was agreed that Graham Roads and Derek Allen would work up a new plan and present proposals to APC.

2724 Data Protection Regulations – email options

David Stevens reported that it was still the intention to use the ampfield.org.uk name but certain processes needed to be gone through with the current host before any connection to Microsoft could be made. A workshop would be organized to get everything set up for use. The email address would not be used for personal emails. Bryan Nanson reminded everyone that changes to GDPR continued to be announced and that HALC was awaiting the final version so that it could advise members.

2725 Allotments

A digger and operator had been hired to turn over those plots which had been hard to cultivate or which were untended. Unfortunately, the digger had broken down and the job was unfinished. It was expected that work would be resumed the following week. Once the plots had been dug the Clerk would offer plots 4 and 10 to the residents at the top of the waiting list. The waiting list would then be updated. A third plot, number 6 was under cultivation by Mr Phelps until the end of September when it would be offered to residents on the waiting list for cultivation from October.

Council agreed David Steven's proposal to run a trench along the left hand side of the allotment path, install pipework and put one standpipe about halfway down and another at the western end of the allotments. This would help with watering in the drier months. An isolation valve would be fitted in the kitchen. David Stevens would investigate the use of valves which would shut off automatically after certain periods of time. The estimated budget cost for a digger and a plumber was agreed at up to £650. So far only one plumber of those approached had offered a quote.

2726 Morleys Green – proposal for bridge over Village Green

A paper had been circulated about the proposal from a resident to construct a small bridge over the drainage ditch at the Village Green. This would help those who might struggle to get access otherwise. The projected costs had been higher than originally

envisaged and it was now appropriate to go out through the competitive tender process. Bryan Nanson would take this forward

2727 Reports from Committees and Portfolio Holders

A new Police Community Support Officer, Sam Bate had been appointed; David Stevens would invite him to come along to a meeting. Bryan Nanson and Allan Clark would attend the Southern Area Planning Committee (SAPC) meeting the next day as 17/01615/OUTS Former North Hill Sawmill Yard Baddesley Road, Ampfield Care Village would be considered. Bryan Nanson would speak and raise concern over the inclusion of street lighting in Baddesley Road in the plans. This had not been a feature of the application when first considered by APC. It had not been mentioned originally by the developers or by Highways. It was agreed that Bryan Nanson would challenge the inclusion of street lighting at SAPC.

The Ampfield Countryside Heritage Area (ACHA) had been reviewing and updating the Keble Way booklet. The Romsey Ramblers had done some work of their own and had re-written sections which they wished to talk over with APC. It was agreed that it was better that they discussed the revisions with the ACHA first. Martin Hatley and Graham Roads would take this forward.

2728 Correspondence & Communications

A list of items received on paper and electronically is at Annex A.

2729 Test Valley Borough Council

Council congratulated Martin Hatley on his appointment to be the next Deputy Mayor of Test Valley. The Test Valley Governances Review was out for a second consultation; comments were due by 4th July 2018. APC would consider its formal response at the June Council meeting. There was some confusion around the likelihood of a successful bid to seek to include land from another, adjacent parish if that parish was not in favour. The Chairman would discuss this point with Braishfield Parish Council.

2730 Date of the Next Meeting

The next meeting of the Council would be held on Monday, 11th June 2018 starting at 7.00pm in the Village Hall, Ampfield.

2731 Closure

The meeting closed at 9.10pm.

Chairman.....
Date.....