

Awbridge Parish Council

**Minutes of the annual meeting of the Council
held on Thursday, 20th May 2021 at 7.30pm**

Present:

Cllr Nick Adams-King **(NAK)**
Cllr Peter Allen **(PA)**
Cllr David Coggon **(DC)**
Cllr Grahame Jackson **(Chair) (GJ)**
Cllr Angela Shepherd **(AS)**
Cllr Paul Legon **(PL)**

In attendance:

2 members of the public
Apologies: Cllr Kelly Seymour
TVBC Cllr Gordon Bailey
HCC Cllr Roy Perry
Clerk: Ian Milsom

Action

- 1. 41/21 Election of Chairman**
Cllr Grahame Jackson was elected Chairman for the forthcoming year and signed the Declaration of Acceptance of Office Form.
- 2. 42/21 Election of Vice Chairman**
Councillor Kelly Seymour was elected to the post of Vice Chair.
- 3. 43/21 Apologies for absence**
Apologies received as above.
- 4. 44/21 Declarations of interest**
There were no declarations of interest in relation to items on the agenda.
- 5. 45/21 Public observations/questions on agenda items**
The two members of the public present represented the views of residents of Old Salisbury Lane and Salisbury Road in relation to planning application submitted to the minerals authority, Hampshire County Council, for an extension of mineral extraction at Stanbridge Ranvilles Extension, Salisbury Road, Shootash SO51 6GA

The residents gave a presentation covered the history of the Roke Manor Quarry site going back to 2009, and set out the main issues concerning residents of Old Salisbury Lane and Salisbury Road which include:
 - Non-adherence to ecological conditions and mitigations imposed by previous planning applications and therefore no confidence that future mitigations will be adhered to
 - The effect on ancient trees within the site
 - Impact on the permeable layer possibly leading to a danger of flooding
 - Future infill plans open to doubt due to reduced availability of inert material as a result of increased pressure to recycle

Noise levels. Current level unacceptable and will be exacerbated by plans to move the crushing plant closer to residential dwellings. Failure of site traffic to adhere to the traffic management plan adds to noise levels. These are particularly damaging to the health of residents who have reached retirement age and are spending longer periods at home.

- Installation of bunds will adversely affect Squab Wood footpath.
- Further disruption to residents will be caused by to plans to move bunds around the site.

Councillor Jackson thanked residents for their input which will be considered when the Parish Council considers its response to the Roke Manor application.

ALL

6. 46/21 Minutes

It was proposed that the minutes of the reconvened March 2021, meeting held on 22 April 2021, be adopted. **RESOLVED.**

Information update on items from the reconvened March 2021 meeting not on the agenda.

Land at Saunders Lane. Hampshire County Highways are prepared to issue a licence to enable the Parish Council to maintain this piece of Highways land for an initial period of five years. A volunteer from the parish has offered to clear the land in preparation for a scoping exercise of how the land can be improved for the benefit of parishioners.

Clerk

It was proposed that the minutes of the planning meeting held on 29 April 2021 be adopted. **RESOLVED.**

7. 47/21 Election of representatives to outside bodies

It was proposed that Councillor Paul Legon assume the role of Council's representative to Test Valley Association of Town & Parish Councils (TVATPC) **RESOLVED.**

It was agreed that other Members be approached to deputise for Councillor Legon when he is unable to attend TVATPC meetings.

ALL

8. 48/21 Maintenance contracts

The following contracts were noted:

- a. SLR Maintenance
- b. Lengthsman

There was a discussion about the utilisation of the service offered by the Lengthsman scheme. The wooden walkaway at the Coombe was identified as a possible project.

**KS/
Clerk**

9. 49/21 General Administration

a. Budget details for Financial Year 2021/2022

These were noted.

b. Insurance cover

The insurance cover for 2021/2022 and the increase in price were noted.

c. Chairman's Allowance

It was agreed that the clerk will investigate the previous Awbridge Chairman's allowance scheme and establish whether the allowance is subject to income tax.

d. Clerk's Salary and Expenses

It was noted that the 2021/2022 pay claim submitted by the staff side is effective from 1 April 2021. Consideration of the claim by the employer side has been delayed by the recent elections. It is unlikely that agreement will be reached until July or August this year.

**10. 50/21 Annual Governance and Accountability Return for
The year ending 31 March 2019**

- a.** The clerk explained the requirement to set aside a period when members of the public can access records and papers relating to the annual financial audit.

It was proposed that the period Monday 14th June to Friday 23rd July 2021 be set aside for this purpose. **RESOLVED**

- b.** It was proposed that Section 1 (Annual Governance Statement 2020/2021) of the Annual Return be adopted. **RESOLVED**

- c.** It was proposed that Section 2 (Accounting Statements 2020/21) of the Annual Return be adopted. **RESOLVED**

- d.** It was proposed that the Clerk be the Responsible Finance Officer for 2021/2022. **RESOLVED**

- e.** To note the reserves held. The level of reserves were **NOTED.**

11. 51/21 Financial and Administrative

- a.** It was proposed that 'Do the Numbers' be appointed as the internal auditor for the financial year 2021/2022 **RESOLVED.**

- b.** It was proposed that the payments detailed at Appendix 2 be authorised. **RESOLVED**

Clerk

- c.** The clerk has reviewed the policies and procedures listed below and advises that no amendments or updates are required.

Standing Orders; Risk Management Schedule; Data Protection Policy; Complaints Procedure; Model Publication Scheme; Grants Policy; Code of Conduct; Equality Policy; Health & Safety Policy; Disciplinary & Grievance Procedures; Training & Development Policy.

It was proposed that the above policies be adopted.

RESOLVED.

It was proposed that the recommendation of the clerk/RFO, that Council replace the current Financial Regulations with NALC's model Financial Regulations 2019, be actioned.

Clerk

RESOLVED.

d. Code of Conduct

The clerk recommended that Council consider adopting Test Valley Borough Council Code of Conduct, thereby bringing both authorities into alignment on this issue.

It was proposed that this recommendation be adopted.

Clerk

RESOLVED.

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| 12. | 52/21 | <p>Banking arrangements</p> <p>To agree to continuing the current banking arrangements, for payments by BACS where possible, for the financial year 2021/2022, and to note that this will require amendments to the NALC Financial Regulations 2019. RESOLVED</p> |
| 13. | 53/21 | <p>Planning</p> <p>To consider planning applications notified to the Council. See Appendix 1.</p> |
| 14. | 54/21 | <p>Future meetings</p> <ul style="list-style-type: none">• To note the date of the next meeting of the Full Parish Council as 17th June 2021, and to receive items for the agenda. Noted. |
| 15 | - | <p>Closure of meeting</p> |

9.35pm

Appendix 1

Planning Applications

Ref. No: 21/01280/FULLS. Meadow View Romsey Road Awbridge SO51 0HG. Erection of timber clad workshop with wood burner and flue; pergola structure and associated hard landscaping. No Objection

Ref. No: 21/01244/CLPS. Greenways Church Lane Awbridge SO51 0HN. Certificate of proposed lawful development loft conversion with rooflights, garage conversion and pool house. No Objection.

21/01340/FULLS. Greenways Church Lane Awbridge SO51 0HN. Detached carport and store with home office above. NO Objection but disappointed that it is not being treated as retrospective

21/01489/FULLS. Greenways , Church Lane, Awbridge, SO51 0HN. Erection of entrance gates with piers and wall.
NO Objection but disappointed that it is not being treated as retrospective

ROKE MANOR Quarry. Objection. The concerns raised by residents at 5. 45/21 to be merged with those identified by Council to form the reasons for objecting to this proposal.

Noise levels are unacceptable and will be increased by plans to move the crushing plant closer to residential dwellings. Increasing numbers of residents in Old Salisbury Lane and Salisbury Road are reaching retirement age and, through longer periods of time spent at home, are subject to unacceptably high levels of noise for prolonged periods. Site traffic movements contribute to noise levels. Traffic management in and out of the site should follow the existing traffic management scheme and be monitored by means of video camera recording. Noise levels should be measured and continuously monitored. The quarry operating hours, particularly at weekends, should be reviewed.

The Impact of expanded operations and planned mitigations on water management should be considered to prevent the danger of flooding.

Bunds are too close to adjacent dwellings and nearby footpath. Location of bunds should be permanent and not, as proposed, moved around the site. This will add to noise disruption and afford the operator excavation access to land previously covered by bunds.

The Parish Council is concerned about the effect of the proposed extension on ancient trees, and hedges which it is hoped are protected by preservation orders.

Future infill plans must be open to doubt due to reduced availability of inert material as a result of increased pressure to recycle.

Appendix 2

Payments for authorisation

Hansard Pet Centre £80; HALC £317.26; Simon Nightingale £78.95; TVBC £488.64; Scribe £345.60; Came & Co £448.15