

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting
held on Thursday 6th May at 18:00
via the Zoom platform.

COUNCIL MEMBERS

	In Attendance	Apologies	Absent
Cllr Jordan (Chairman)	√		
Cllr Howard (Vice Chairman)	√		
Cllr Jones	√		
Cllr Perkin	√		
Cllr Roberts		√	
Cllr Wallis	√		
Cllr Coffey	√		

Also, IN ATTENDANCE

Amanda Owen - Clerk, Karen Ross – Locum Clerk, David Coole – Test Valley Borough Councillor, 6 Members of the public.

Cllr Jordan advised the meeting that the meeting would be recorded by the Parish Council and may be subjected to recording by members of the public.

- 210501 To elect the chairman for the ensuing municipal year and receive the signed declaration of acceptance of office form.**
 Cllr Howard proposed Cllr Jordan as Chairman.
 Cllr Perkin seconded.
 All members voted unanimously to accept this resolution.
 Cllr Jordan accepted the position of Chairman and signed the declaration and acceptance of office.
- 210502 To Elect the vice-chairman for the ensuing municipal year and receive the signed declaration of acceptance of office form.**
 Cllr Jordan proposed Cllr Howard as Vice Chairman.
 Cllr Wallis seconded the motion.
 All members voted unanimously to accept this resolution.
 Cllr Howard accepted the position of Vice Chairman and signed the declaration and acceptance of office.
- 210503 To receive and accept apologies for absence.**
 Apologies were **RECEIVED** and **ACCEPTED** for Cllr Roberts due to sickness.
- 210504 To agree the Portfolio holders**
 The following Portfolio Holders were **AGREED**:
- Amenities – Cllr Howard.
 - Portfolio assist for Amenities – Play Areas & Skate Park – Cllr Coffey
 Proposed by Cllr Howard and seconded Cllr Jordan.
 - Sport and Recreation, Sports and Recreation/Abbotts Ann Sportsfield Group (AASFG) – Cllr Wallis.
 Proposed by Cllr Jordan and seconded by Cllr Perkin.

- Environment and Wellbeing – Cllr Jones, assisted by Cllr Howard.
Proposed by Cllr Jordan and seconded by Cllr Howard.
- Development and Infrastructure – Cllr Roberts - pending agreement post meeting.
Proposed by Cllr Jordan and seconded by Cllr Coffey.

All members voted unanimously to accept these appointments.

210505 To approve the following policies:

Financial Regulations

Asset Register

Risk Assessment

Code of Conduct

Scheme of delegation

The following policies were **APPROVED**.

Financial Regulations

Proposed by Cllr Jordan and seconded by Cllr Howard.

Asset Register

Proposed by Cllr Jordan and seconded by Cllr Jones.

This will be subject to constant review.

Risk Assessment

Proposed by Cllr Jordan and seconded by Cllr Coffey.

Code of Conduct

Proposed by Cllr Jordan and seconded by Cllr Jones.

Scheme of delegation

Proposed by Cllr Jordan and seconded by Cllr Wallis.

All members voted unanimously to accept these **APPROVALS**.

18:46 Borough Cllr David Coole leaves meeting.

210506 To confirm there are no amendments to Councillor's declarations of pecuniary interests.

It was **CONFIRMED** that there were no amendments to Councillor's declarations of pecuniary interests.

210507 To confirm the council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, and subsequently adopt the General Power of Competence for the current financial year.

The Council **CONFIRMED** its eligibility and **ADOPTED** the General Power of Competence for the current financial year.

210508 To approve the following direct debits

Business Stream – Water supply to Pavilion
SSE – Electricity supply to Pavilion
ICO – Information Commissioner’s Office

The following direct debits were **APPROVED**.

Business Stream

SSE

ICO

Proposed by Cllr Jordan and seconded by Cllr Jones.

All members voted unanimously to accept these **APPROVALS**.

210509 To receive declarations of Disclosable Pecuniary Interests relating to items on this agenda.

There were no declarations of Disclosable Pecuniary Interests relating to items on this agenda **RECEIVED**.

210510 To approve the minutes of the Parish Council Meeting held on 1st April 2021.

The minutes of the Parish Council Meeting held on 1st April 2021 were **APPROVED** as a correct record of the meeting.

Proposed by Cllr Jordan and seconded by Cllr Howard.

All members voted unanimously to accept this resolution.

210511 To note already published reports and receive any further updates.

The reports as submitted for the Annual Parish Meeting were **NOTED**.

Cllr Floods report can be found as Appendix A.

Amanda Owen – Clerk

A meeting took place between Abbots Ann Parish Council and Hampshire County Council to discuss the kissing gate at The Green. The replacement gate has been approved by Hampshire County Council, and can be installed as agreed.

210512 To note the current financial situation and the reconciliation of the bank balance.

The current financial situation and the reconciliation of the bank balance were **NOTED** with the bank balance as at 30th April 2021 being £58,505.42. The bank reconciliation can be found as APPENDIX B.

210513 To approve the requests for payments.

The payments as listed in the table below were **APPROVED** for payment.

Proposed by Cllr Jordan and seconded by Cllr Jones.

All members voted unanimously to approved this resolution.

The payment for the soakaway has been withheld until confirmation that the work has been completed to a satisfactory standard by the Chairman.

It was noted that the Zoom payment was £119.90, but only £119.00 had been paid.

Payment Requests for May 2021			
TO	FOR	INVOICE NO	AMOUNT
The Gutter Gobbler	Gutter clearance & repairs - Bulbery Playing Fields		£ 370.00
Karen Ross	Staff Expenses		£ 44.13
Viking	Karen Ross - Stationery	232899	£ 49.92
Landford Trees Ltd	Planting	53336	£ 83.98
Larkstel	Maintenance and gate renewal	Inv 0143	£ 734.00
Viking	Amanda Owen - Stationery	Inv 280710	£ 44.72
HALC	HALC Affiliation Fees 2021/2022	Inv 4523	£ 448.87
Hampshire County Council	Maintenance & energy costs for lighting.	3611346473	£ 225.86
Staff	Salaries		£ 2,864.84
TVBC	Dog Bin emptying - Apr 2021 to Mar 2022		£ 205.43
HALC	Training course - An Introduction to VAT	INV - 4578	£ 36.00
SLCC	ILCA Training	QL199719	£ 144.00
ICO	Data Protection Fee	DD	£ 40.00
ICCM	ICCM		£ 90.00
Larkstel	Grounds Maintenance - April Contract	INV - 0153	£ 645.00
Bob Shearer	Fix wall and tiles at WMH		£ 204.00
Bob Shearer	Unblock drain at WMH		£ 324.00
Business Stream	Water		£ 18.34
Amanda Owen	Staff Expenses		£ 51.94
Karen Ross	Zoom		£ 0.90
	Total		£ 6,625.93

210514

To approve the Contractor to remove the Holly tree.

It was

RESOLVED

To appoint Test Valley Tree & Garden Care to remove the Holly Tree at a cost of £400.00 inc VAT.

Proposed by Cllr Jordan, seconded by Cllr Jones.

All members voted unanimously to accept this resolution.

210515

To consider the quotes for clearing the Copse and appoint a contractor.

It was

RESOLVED

To appoint Larkstel to clear the Copse as defined at a cost to not exceed the quoted £1512.00 inc VAT.

Proposed by Cllr Jordan, seconded by Cllr Coffey.

All members voted unanimously to accept this resolution.

210516

To consider the following planning applications:

210516.01

21/00944/TPON

Fell holly bush tree (T1), Fell crab apple tree (T5), Fell Cyprus Spruce (T2), Fell laburnum (T3), Fell Lilac (T4) - 5 Kingsmead, Anna Valley, SP11 7PN.

The Parish Council had **NO OBJECTION** to this application.

Proposed by Cllr Jordan, seconded by Cllr Wallis.

All members voted unanimously to **ACCEPT** this resolution.

- 210516.02 21/00906/FULLN**
1 proposed additional dwelling at Osmaston.
Osmaston, Salisbury Road, Abbots Ann.
The Parish Council **OBJECTED** to this application on grounds of over development and access issues from the highway.
Proposed by Cllr Jordan, seconded by Cllr Jones.
This was approved on a vote for 5 **FOR** with 1 **ABSTENTION**.
- 210516.03 21/00995/TREEN**
Lane House, Dunkirt Lane.
T1 - Leylandii - Reduce height by up to 4m, T2 - Conifer – Fell
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Coffey.
All members voted unanimously to **ACCEPT** this resolution.
- 210516.04 21/00983/TREEN**
Fell Ash - Beck Cottage.
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Howard.
All members voted unanimously to **ACCEPT** this resolution.
- 210516.05 21/00874/TREEN**
T1- Horse Chestnut - Fell, T2 - Horse Chestnut - Reduce lowest primary branch by 4-5 metres.
Church Meadows, Church Lane.
This application has been approved by Test Valley Borough Council prior to meeting.
- 210516.06 21/01029/FULLN**
Two storey rear extension to provide bedroom four with en-suite on the first floor with dining area and study on ground floor, single storey rear extension to provide enlarged kitchen family room, and erection of shed.
Burlea, Little Ann Road, Little Ann.
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Wallis.
All members voted unanimously to **ACCEPT** this resolution.
- 210516.07 21/01033/FULLN**
Erection of wheelchair accessible garden office.
Yew Tree Cottage, Church Road, Abbots Ann, Andover.
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Wallis.
All members voted unanimously to **ACCEPT** this resolution.
- 210516.08 21/01140/FULLN**
Erection of new ancillary residential accommodation to the side of existing annexe/workshop.
23 Cattle Lane, Abbots Ann, SP11 7DP.
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Howard.
All members voted unanimously to **ACCEPT** this resolution.

- 210516.09 21/01141/CLPN**
Certificate of proposed lawful development to erect a mobile home on the site to be used for a bedroom and playroom.
23 Cattle Lane, Abbots Ann, SP11 7DP
The Parish Council **OBJECTED** to this application on grounds of over development of the site.
Proposed by Cllr Jordan, seconded by Cllr Jones.
This motion was carried on a vote of 4 **FOR** and 2 **AGAINST**.
- 210516.10 21/01148/FULLN**
Erection of 2 residential dwellings (Use Class C3) access improvements, landscaping and associated works.
Andover Gas and Water, Salisbury Road, Abbots Ann SP11 7NX.
The Parish Council had **NO OBJECTION** to this application.
Proposed by Cllr Jordan, seconded by Cllr Wallis.
The motion was carried on a vote of 4 **FOR** with 2 **ABSTENTION**.
- 210516.11 21/01220/TREEN**
Hawthorn T2 - Prune and reshape removing approx. 30 - 50 cm, Apple - T3 - Fell, Silver Birch T4 - Fell, Stem T5 – Fell.
Greenhaven, 23 Hillside, Abbots Ann.
The Parish Council **OBJECTED** to this application.
Proposed by Cllr Jordan, seconded by Cllr Coffey.
This motion was carried 5 **FOR** with 1 **ABSENTION**.
- 210517 To confirm the date of the next meeting.**
The date of the next meeting was confirmed as Thursday 3rd June subject to Government Guidelines and suitable meeting venue.
- 210518 Admissions to meetings to pass a resolution in accordance with the public bodies (admission to meetings) act 1960 to exclude the public and press from the remainder of the meeting as publicity will be prejudicial to the confidential nature of the business.**
It was
RESOLVED
To pass a resolution in accordance with the public bodies (admission to meetings) act 1960 to exclude the public and press from the remainder of the meeting as publicity will be prejudicial to the confidential nature of the business.
Proposed by Cllr Jordan and seconded by Cllr Howard.
All members voted unanimously to **ACCEPT** this resolution.
- 210518.01 To approve Clerk's terms & conditions of employment.**
The terms and conditions of employment were **CONFIRMED**.
There being no other business, the meeting closed at 20:18

Appendix A

Test Valley Borough Councillor Report May 2020 – Maureen Flood

A number of urban meadows will be created across Test Valley. The grass in these pilot areas will be left unmown until September before being cut and collected: allowing grasses and plants to develop providing valuable habitat for insects and birds. All sites will be monitored over the next few months and a record of any notable plant species emerging will be kept. At the end of the summer, a decision will be made to continue to manage these spaces as meadow, reseed with a wildflower mix to improve the wildlife value or discontinue.

This year, approximately 7-hectares of land within our open spaces will be managed as urban meadows. If the pilot is successful then the longer-term plan will see the scheme extended. Working with Hampshire County Council we also hope to include roadside verges which will enable a connected network of wildlife-rich green spaces to be established.

This does not mean whole areas of recreation land will be left unmown: relatively small parcels of land and areas at the edges of our current parkland are involved.

APPENDIX B.
Bank Reconciliation

Date: 04/05/2021
Time: 11:59

Abbotts Ann Parish Council
Bank Reconciliation Statement as at 30/04/2021
for Cashbook 1 - Lloyds Treasurers Account

Page 1
User: KAREN

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Treasurers Account	30/04/2021		58,505.42
			<hr/> 58,505.42
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			58,505.42
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			58,505.42
		Balance per Cash Book is :-	58,505.42
		Difference is :-	0.00