

AWBRIDGE PARISH COUNCIL

Minutes of the meeting held in Awbridge Village Hall, Romsey Road, Awbridge SO51 0HG on Thursday, 30th March 2017 AT 7.30pm

Present: Cllrs Allen (**PA**) (Chair), Hawthorne (**AH**) Jackson (**GJ**), Jones (**TJ**), Legon (**PL**), Wheeler (**SW**)

In attendance: 2 Members of the public

Apologies: Cllr Daley (Work commitment), HCC County Councillor Roy Perry, Test Valley Borough Councillor Nick Adams-King

Clerk: Ian Milsom

			Action
1.	17/024	Welcome and apologies for absence Apologies as above.	
2.	17/025	Public observations/questions on agenda items To suspend the business of the Council to allow members of the public to make observations or put questions to the Council about items on the agenda. None.	
3.	17/026	Hampshire County Councillor, Test Valley Borough Councillor, PCSO and Clerk's reports The clerk distributed a written report provided by HCC Councillor Roy Perry, and read from a brief email report provided by PCSO Storm Perrot.	
4.	17/027	Declarations of interest Members are asked to declare any interest, and the nature of that interest, which they may have in any of the items under consideration at this meeting. No declarations of interest made.	
5.	17/028	Minutes <i>I. To confirm the minutes of the meeting held on 16 February 2017.</i> It was proposed by TJ , seconded by AH , that the minutes be accepted as an accurate record of the business conducted. Resolved. <i>II. Information update on items from the meeting on 16 February 2017 not on the agenda or in the work plan.</i> The clerk advised the following:	

		<p>Traffic calming Due to absence of CD, and latest information from Roy Perry re flashing signs, discussion will continue at May meeting.</p> <p>Planning – Banksia Will be updated at planning item.</p> <p>Test Valley Borough Councillors Community Grant Scheme Application – re purchase of projector (For film nights and general use at village hall), £1k – submitted. Decision awaited.</p> <p>Emergency Plan Contact numbers published on PC website. Information to be submitted to Awbridge News for next edition.</p> <p>Neighbourhood Plan & Community Facilities Will be discussed next at the May meeting. PA advised that Cllr Daley has identified two volunteers to move forward a neighbourhood plan.</p> <p>Inkjet printer Purchased today at cost of £34.99</p>	
6.	17/029	<p>Annual Parish Meeting (APM) – 20 April 2017</p> <ol style="list-style-type: none"> 1. To note the date of the APM Noted. 2. To agree the format of the meeting and the agenda, and to allocate roles. <p>Following discussion, it was proposed by GJ, seconded by PA that the first hour of the Assembly be given over to items required by established protocol, and to questions and answers from parishioners. Nibbles and wine will be provided.</p> <p>It was noted that from 8.30-9.00pm there would be a presentation by Benedict Krauze, Planning Director, Audley Court Ltd, about the proposed retirement village on the site of the former Stanbridge Earls School.</p> <ol style="list-style-type: none"> 3. To note that a meeting of the Planning Committee, if applications received, will precede the Annual Parish Meeting and commence at 7.00pm. Noted. 	Clerk
7.	17/030	<p>Traffic issues</p> <p>To hear updates and consider further action in respect of:</p> <ol style="list-style-type: none"> 1. Proposed Installation of a traffic mirror at the junction of Stanbridge Lane Saunders Lane/Romsey Road/Lockerley Danes Road junction. 	

		<p>Following discussion, it was proposed by SW, seconded by AH that Council accept that it is unable to proceed with this proposal, as the highways authority, Hampshire County Council, will not issue permission to erect new traffic mirrors on the highway, deeming them to be counter-productive to road safety. Clerk to inform parishioner who put forward the proposal. Resolved.</p> <p>2. To hear about outline, tentative proposals for a field in Danes Road, and to decide upon the Council's initial response.</p> <p>The clerk read from an email sent by the proposer and circulated an ariel photograph of the field, made available by the proposer.</p> <p>Following discussion, it was proposed by PA, seconded by SW that, due to the planning application process, Council is only able to comment on firm proposals contained in a formal planning application submitted to the planning authority, Test Valley Borough Council. Clerk to advise proposer. Resolved.</p>	Clerk
			Clerk
8.	17/031	<p>Work plan (Standing Item) To review and update plan as appropriate.</p> <p>The clerk verbally advised of the current situation. It was noted that Further discussion of Traffic Calming measures at Awbridge School will take place at the May 2017 meeting</p> <p>Lengthsman's April worksheet. It was proposed by PA, seconded by GJ that six hours of the lengthsman's time be devoted to work in Saunders Lane, near the junction with Romsey Road, namely tidying material left on the grass verge following ditch clearing by HCC Highways, and tidying the recently designated right-of-way. Resolved.</p>	Clerk
9.	17/032	<p>Neighbourhood Planning & Community Facilities</p> <p>1. Neighbourhood Planning. To discuss and reach a decision on whether Council should take ownership of a plan for Awbridge, and, if appropriate, to agree an outline plan, with goals and milestones, to take this forward. Carried forward to May meeting</p> <p>2. Community Facilities. To receive an update. The clerk circulated an information sheet which categorised the ideas obtained from various sources by Councillor Daley. To be discussed further at the May meeting.</p>	Clerk
			Clerk
10.	17/033	<p>Financial and Administrative (Standing Item)</p> <ul style="list-style-type: none"> Bank reconciliation To check reconciliation against cash book and bank statements, agree and sign. <p>Agreed and signed by PA, counter signed by the clerk.</p>	

- **Expenditure**

Projector. To consider quotations received and to reach a decision whether to purchase, with the aid of a part grant from the TVBC Councillor Grant Scheme and contributions from ADVA/Village Hall Committee.

It was proposed by **AH**, seconded by **PA** that, subject to:

- The grant application being successful
- Confirmation of donations from ADVA and the Village Hall Association
- Written confirmation from the Village Hall Committee that it will insure and maintain the projector (including bulb replacement)

Purchase of the projector proceed on the basis of the lowest quote received from Projectorpoint, (Reference 142999A) Hitachi CP-WU5500 projector £1,160 excluding VAT, Sapphire Electric (Large) Screen - 305 x 177cm (16:9) - (SEWS300BWSF-A) £402.00 excluding VAT.

Resolved

- **Cheque payments**

To authorise.

it was proposed by **SW**, seconded by **AH** that the following cheque payments be authorised:

Cheque 200159, Awbridge Village Hall, Committee Room hire, £22.

Cheque 200160, I Milsom, salary January – March 2017, £968.85

Cheque 200161, Post Office Ltd., PAYE January – March 2017, £211.20.

Cheque 200162, I Milsom, Refund cost of annual MacAfee Internet Security, £59.99

Cheque 200163, I Milsom, Refund cost of annual renewal of Microsoft Office 365 subscription, £79.99

Resolved.

- **Council policies and procedures**

To consider and adopt

It was proposed by **GJ**, seconded by **PA** that the following be adopted:

- Disciplinary & Grievance Procedure
- Risk Management Schedule

Resolved

To review and amend if appropriate, procedures and schemes

It was proposed by **GJ**, seconded by **PA** that the following, as amended, be adopted:

- Complaints Procedure

		<p>○ Publication scheme</p> <p>Resolved</p>	
11.	17/034	<p>Planning (<i>Standing Item</i>)</p> <p>1. To consider planning applications notified to the Council</p> <p>17/00658/FULLS Banksia, Two storey rear extension It was proposed by PA, seconded by SW, that Council's response be 'No objection' and that the following comments be made:</p> <ol style="list-style-type: none"> 1. As Banksia is recognised as a building of local historic interest, it is expected that appropriate and sympathetic materials will be used for the planned extension. 2. It is assumed, given the proposed disturbance of the existing roof, that a further bat ecology assessment has been carried out. <p>Resolved.</p> <p>16/02967/FULLS Stanbridge Earls Redevelopment of the site comprising demolition, extension/alteration, erection of new buildings and conversion of retained buildings, including Grade II* and Grade II listed buildings, to provide a 155 unit care community for older people (Use Class C2) together with associated community facilities, landscaping, parking and infrastructure</p> <p>It was proposed by TJ, seconded by SW that TVBC Planning Department be asked to extend the date for comments from 7 April to 20 April to allow for planned consultation by the developer on 20 April 2017.</p> <p>Resolved.</p> <p>2. To receive update on previous planning applications PA briefly verbally updated on the outcome of the main Banksia Proposal.</p>	<p>Clerk</p> <p>Clerk</p>
12.	17/035	<p>Date of next meeting of Council and items for the agenda The next meeting will be on 11th May 2017, commencing at 7.30pm in the Village Hall.</p> <p>TJ tendered apologies for Annual Parish Assembly on 20th April 2017.</p>	