

## Minutes

### Meeting of Ampfield Parish Council : Monday 11 September 2023

Held at Ampfield Village Hall, 7:00pm to 8:45pm

#### Present

##### *Members of Ampfield Parish Council:*

Chairman Bryan Nanson  
Vice Chairman Chris Ling  
Cllr Patricia Carter  
Cllr Martin Hatley  
Cllr Kate McCallum  
Cllr Jason Reeves  
Cllr Graham Roads  
Cllr Julie Trotter

##### *Others*

Kate Orange, Clerk/RFO  
Louisa Rice (Test Valley Borough Council Community Engagement Manager & Ward Officer for Ampfield and Braishfield)

#### Apologies

4099. Apologies were received from Cllr Julian Jones, and Borough Councillor Sally Yalden.

#### Previous Meeting

4100. In the Minutes of the Meeting of Meeting of Monday 10 July 2023, the name of the Hillier Brentry container area was corrected. The Minutes were agreed, and a copy was signed by the Chairman.

#### Declarations of Interest in Business on the Agenda for the Meeting

4101. No Councillor had any interest to declare in any of the business on the agenda for the Meeting.

#### Borough Councillor's report

4102. Test Valley Borough Councillor Sally Yalden's written report is attached to these Minutes.

#### Public Participation

4103. The Meeting was adjourned at 7:03pm for public participation.

4104. Louisa Rice spoke about her role as Community Engagement Manager & Ward Officer for Test Valley Borough Council.

The first of a series of "Thriving Communities" workshops, held during July, brought together the communities within six different Areas in the borough. The first session covered understanding the priorities and concerns, as well as what goes within each of the localities. At the next session, to take place in October, the needs of the localities would be explored. A third workshop would follow, to see what could be done to support ideas arising from the second workshop.

This year, applications for CAF grants would be open for two months from November, allocating the entire year's funding in one round rather than the usual two. This would tie in with the "Thriving Communities" project.

4105. There was discussion about the matters raised by Louisa Rice. Transport, isolation and green issues were topical. The mixing of communities was felt to be useful in discussing needs and new ideas.

4106. The period for public participation ended at 7:25pm and the meeting was reconvened.

#### Minutes of the Planning Committee

4107. *The Council received the Minutes of the Planning Committee 26 June and 24 July 2023.*  
RESOLVED

**Financial Matters**

4108. *The Council received the bank reconciliation to the end of August 2023.*  
RESOLVED
4109. *The Council received the calculation of working capital to the end of August 2023.*  
RESOLVED
4110. *It was agreed that the following payments should be made:*

	<u><b>Details</b></u>	<u><b>Amount, £</b></u>
	<i>Toilet roll for pavilion</i>	83.08
	<i>Sewage plant service</i>	212.70
	<i>Ink cartridges</i>	63.08
	<i>Urgent treework, Chapel Wood</i>	120.00
	<i>Tree Condition Survey Chapel Wood</i>	2910.00
	<i>Inspection of fault, pavilion boiler</i>	57.60
	<i>Clerk, refund of expenses inc Microsoft subscription*, forestry first aid kit</i>	257.46
	<i>Staff costs</i>	2111.34
	<b>Total (including VAT)</b>	<b>£5,815.26</b>

RESOLVED

4111. *It was noted that the following payments had been made between Meetings:*

	<u><b>Details</b></u>	<u><b>Amount, £</b></u>
	<i>Refund to Cllr Roads for posts, Chapel Wood</i>	29.25
	<i>Window Cleaning at pavilion</i>	30.00
	<i>HCC sign for burial ground</i>	159.60
	<i>VAS management</i>	258.90
	<i>Staff costs</i>	819.80
	<i>Direct debits and direct transfers to 31 Aug</i>	
	<i>Electricity</i>	231.55
	<i>TVBC grounds maintenance</i>	689.32
	<i>Staff costs</i>	58.93
	<i>Plumbing at pavilion</i>	240.00
	<i>Direct transfer paid after 1 Sept 2023</i>	
	<i>Allotment clearance plot 1</i>	258.00
	<b>Total</b>	<b>£2,775.35</b>

RESOLVED

4112. *It was noted that the Council had received the following income:*

<u>Details</u>	<u>Amount, £</u>
<i>Burial ground, fees</i>	149.00
<i>Interest</i>	106.67
<i>Allotment rent to 30 Sept 2024</i>	65.00
<i>Allotment deposit</i>	75.00
<i>ANBCC rent</i>	520.66
<b><i>Total (including VAT)</i></b>	<b><i>£ 916.33</i></b>

RESOLVED

4113. *The Council received the report of expenditure against budget to the end of August 2023.*

RESOLVED

4114. *The revised Financial Regulations dated 11 September 2023 were adopted.*

RESOLVED

4115. *It was proposed to use the Hugo Fox “Bronze” website service (cost £9.99/month, excluding VAT). The Clerk was authorised to set up a direct debit for the payment.*

RESOLVED

#### **Recreation Ground**

4116. Chairman Bryan Nanson reported on matters at the recreation ground:

- We understood that TVBC would soon complete the processing the forms submitted by the developer for the release of s106 money arising from the construction of Broadgate Farm.
- We had instructed the electrician to move the circuit breaker for the external lights circuit to a different position so that, should they trip, they would not switch off the freezers.

4117. *It was proposed to enter into a one-year fixed contract with E.ON for electricity.*

RESOLVED

4118. *It was agreed that mobile Wifi should be installed at the Pavilion, up to £12/month plus router with ethernet port.*

RESOLVED

#### **Chapel Wood**

4119. Cllr Graham Roads reported on matters at Chapel Wood.

- Approximately 9 people took part in the recent Friends of Chapel Wood working party, including Borough Councillor Sally Yalden. Work mainly comprised clearance of some of the rhododendrons at the burial ground.
- The box hedge near to the ashes-burial area had died and it was proposed to replace it with yew which would be more suited to the ground and more reliable.

4120. *It was proposed to purchase two saws and two sets of loppers for the Friends of Chapel Wood.*

RESOLVED

4121. Cllr Roads reported on the findings of the recent Tree Safety Inspection report and the work arising from the recommendations. The work to be done is about half of that which arose from the previous survey. CBA Trees could help with the selection of a tree surgeon, however, we could do this without their assistance. Suitable firms had been identified.

4122. *It was agreed to go to tender for the work as identified in the survey by CBA Trees, to trees in Chapel Wood.*

RESOLVED

4123. Cllr Roads reported that he had met with Kevin Stickley about the project to construct a path in Chapel Wood. Stickleys were working on other projects until October, which was acceptable.

4124. *It was proposed to accept the gift of a bench for Chapel Wood from Julie Trotter, in memory of her late husband. The design and position of the bench was to be agreed with Cllr Roads.*  
RESOLVED
4125. Cllr Roads explained that the Council had been interested in the idea of extending a footpath from the Potters Heron to the Burial Ground and another from the main track in Ampfield Wood to Jermyns Lane (where there had formerly been a path). Cllr Yalden had raised this issue again, as mentioned in her report. Cllr Roads had written to Ben Phelan of Forestry England, requesting permission to discuss it with their land agent. The existence of a permissive path would encourage people to stay to the path rather than wander randomly, which was generally better for the management of the woods.
- Burial Ground**
4126. Cllr Roads reported on the project for clearance of part of the burial ground. It had been difficult to obtain quotations for this, but Cllr Roads had identified some different firms and would invite more tenders.
- Morleys Green**
4127. Vice Chairman Chris Ling updated the Council on freehold matters at Morleys Green.
4128. Chairman Bryan Nanson noted that at the allotments, three tenants had been given notice to improve the condition of their plots. One tenant had confirmed that they would not renew on 1 October.
4129. *It was agreed that two tenants in breach of the terms of the allotment hire agreement may be evicted in accordance with the process set out in the agreement, if they did not take steps to improve their plots. The Chairman and Clerk were authorised to make and implement the decision on behalf of the Council.*  
RESOLVED
4130. Benches at the village would be cleaned of heavy lichen growth. This had been postponed due to dry weather.
- Telephone Kiosk**
4131. Chairman Bryan Nanson reported on progress towards moving the former telephone kiosk to its new position at the village hall.
- We were waiting for the SSEN to disconnect the power supply. Once this had been done Highbridge Engineering could relocate the kiosk. We had received confirmation that there was no meter at the site. That works department have agreed to progress with the disconnection, but they have said that it could take some time longer than the few weeks that we have already waited.
  - The door had been removed and taken to the pavilion for safe storage since part of the frame had disintegrated.
  - Romsey Mens Shed had agreed that they could assist with refurbishing the kiosk, provided we used spare parts available through several suppliers. We are to get in touch again when we are ready to go ahead.
  - It was noted that we had received a grant of £1,000 for the project from Cllr Martin Hatley's grant fund when he was borough councillor.
4132. *It was proposed that spare parts for the telephone kiosk would be purchased as necessary for its refurbishment.*  
RESOLVED
- Highways**
4133. Chairman Bryan Nansen reported that Hampshire County Council had informed him that the application for S106 money for the purchase and ongoing maintenance costs of Speedwatch equipment had been approved, although we did not yet know the sum that had been approved. We were expecting to receive a purchase order and the funds shortly.

**Reports from Committees and Portfolio Holders**

- 4134. Vice chairman Chris Ling reported that the lengthsman had cleaned the bus shelters, strimmed and collected the arisings in the area of Lower Farm Lane and the Church, and cleared leaves from around the kiosk. The next visit was in around three months time.
- 4135. Chairman Bryan Nanson would request that TVBC prune the hedge at the recreation ground as soon as possible because the brambles were overhanging the footpath.
- 4136. Cllr Martin Hatley noted that the height barrier at the recreation ground needed its height marking on it; and the paint needed touching up.

**Councillor Portfolios**

- 4137. *It was proposed that Cllr Jason Reeves would be responsible for Communications.*  
RESOLVED

**Autumn Newsletter**

- 4138. *It was agreed that there would be no newsletter published for Autumn 2023.*  
RESOLVED
- 4139. Cllr Jason Reeves would consider ways other than a newsletter for publicising the work of the Council. The website was felt to be a good tool for communication; we needed to consider what information we wished to convey to the parishioners.

**Correspondence and Communications**

- 4140. Cllr Martin Hatley noted that Inspired Villages had ordered for a new defibrillator to be delivered to the Ampfield Meadows site shortly. The defibrillator would be sited near to Baddesley Road and was for public access.
- 4141. Cllr Martin Hatley noted that he had removed some of the cricket club’s rubbish from the recreation ground for them.
- 4142. Chairman Bryan Nanson reported that we were expecting to be notified of a planning application for Ampfield Meadows shortly.
- 4143. Cllrs Nanson and Ling attended a presentation about the Hilliers Brentry site off Jermyns Lane. It was thought that the proposal would be taken to the planning stage.
- 4144. Cllr Ling noted that Cllr Yalden had requested that the Southern Area Planning Committee determine the planning application at Wooley Green Farm in Braishfield.
- 4145. The Clerk had received, and would forward to Councillors, a document about organising events to commemorate the 80th anniversary of D-Day, 6 June 2024.

**Date of Next Meeting**

- 4146. The next Meeting of the Parish Council would be held in Ampfield Village Hall at 7pm on Monday 09 October 2023.

Chairman .....

Date .....