

**Minutes from the Meeting
held on Thursday 5th January 2023 at
19:00 at the War Memorial Hall, Abbots Ann.**

COUNCIL MEMBERS

	In Attendance	Apologies	Absent
Councillor Howard (Chairman)		✓	
Councillor Jones (Vice Chair)		✓	
Councillor Jordan	✓		
Councillor Wallis	✓		
Councillor Cole	✓		
Councillor Heather	✓		
Vacancy	-	-	-

Also, IN ATTENDANCE

Amanda Owen - Clerk, Test Valley Borough Council – Councillor Maureen Flood & 1 member of the public.

230101	<p>To receive Chairman’s opening remarks. Councillor Jordan welcomed everyone to the meeting in the absence of the Chairman and Vice Chair. Councillor Jordan advised that the meeting is recorded by the Parish Council and may be recorded by members of the public.</p>
230102	<p>To receive and accept apologies for absence. Apologies were RECEIVED and NOTED from Councillor Howard and Councillor Jones. Apologies were also received from Borough Councillor Coole & County Councillor Drew.</p>
230103	<p>To receive declarations of Disclosable Pecuniary Interests relating to items on this agenda. There were no declarations of Disclosable Pecuniary Interest relating to items on this agenda RECEIVED.</p>
230104	<p>To approve the minutes of the full Parish Council Meeting held on Thursday 1st December 2022. The minutes of the Parish Council meeting held on Thursday 1st December were APPROVED as a correct record of the meeting.</p>
230105	<p>To receive updates to already published reports, any further updates & updates to the action plan. Reports can be found at APPENDIX A.</p> <p>Councillor Jordan updated the meeting with regards to an article for the Parish Magazine. Due to an early deadline that was unknown, another article will be written for the next magazine.</p> <p>Ray Lucas provided the following updates: <u>Abbots Ann Community Land Trust</u> Three-way negotiations between the land owner, developer and the CLT are ongoing. Terms and agreements between developer, land owner and CLT are ongoing with an aim to seek planning permission. Ray is hopeful that the negotiations will come to a positive outcome. A further update will be provided to the Parish Council when progress has been made.</p> <p><u>Churchyard Footpath</u> Following difficulty finding contractors who can abide by tree preservation orders. Contact has been made with a new contractor and a meeting has taken place. Unfortunately, the contractor has a full schedule therefore the project has not progressed any further. There may be potential of a second contractor.</p> <p><u>Abbots Ann Action</u> AAA have expressed that they are content to work alongside the Parish Council with regards to the Local Gap, they are happy to join a meeting to discuss comments.</p> <p>Councillor Flood provided an overview of her report.</p>

230106	<p>To receive information needing to be distributed. No information was received.</p>																																				
230107	<p>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 31st December 2022 being £60,890.82. The bank reconciliation can be found as APPENDIX B.</p>																																				
230108	<p>To approve the requests for payments for January. The payments as listed in the table below were APPROVED for payment. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p> <table border="1" data-bbox="244 528 1437 931" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="4" style="text-align: center;">January 2023 Payment Requests</th> </tr> <tr> <th style="text-align: left;">TO</th> <th style="text-align: left;">FOR</th> <th style="text-align: left;">INVOICE NO</th> <th style="text-align: left;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Salary</td> <td>January</td> <td style="text-align: right;">£1,035.90</td> </tr> <tr> <td>Staff</td> <td>Expenses</td> <td>December</td> <td style="text-align: right;">£21.79</td> </tr> <tr> <td>Scandor</td> <td>Grounds Maintenance - December</td> <td>Inv 18885</td> <td style="text-align: right;">£809.95</td> </tr> <tr> <td>Tudor Environmental</td> <td>Brushcutter - Footpath Wardens</td> <td>SQ0050575</td> <td style="text-align: right;">£566.57</td> </tr> <tr> <td>SSE</td> <td>Electricity - August to November 22</td> <td>DD</td> <td style="text-align: right;">£165.36</td> </tr> <tr> <td>London Hearts</td> <td>Defib Pads - Poplar Farm</td> <td>5571</td> <td style="text-align: right;">£171.99</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">£2,771.56</td> </tr> </tbody> </table>	January 2023 Payment Requests				TO	FOR	INVOICE NO	AMOUNT	Staff	Salary	January	£1,035.90	Staff	Expenses	December	£21.79	Scandor	Grounds Maintenance - December	Inv 18885	£809.95	Tudor Environmental	Brushcutter - Footpath Wardens	SQ0050575	£566.57	SSE	Electricity - August to November 22	DD	£165.36	London Hearts	Defib Pads - Poplar Farm	5571	£171.99			Total	£2,771.56
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230109	<p>To discuss Parish Council elections for May 2023, including voter ID. Councillor Jordan advised that elections are Thursday 4th May. If Councillors are intending to stand again, paperwork from Test Valley Borough Council website must be completed and submitted. The article within the Parish Magazine will aim to encourage interest to new members.</p> <p>Councillor Jordan also advised all present of the legal change which regards to voter ID. A synopsis will be provided to the Parish Magazine.</p>																																				
230110	<p>To discuss King Charles Coronation. After discussion it was agreed that the Parish Council would reach out to residents whom expressed an interest to scope what they wish to do, and how the Parish Council can help. The Clerk was requested to set up a meeting between potential volunteers and Councillors.</p>																																				
230111	<p>To consider a response to TVBCs Andover Public Realm Design Guide Supplementary Planning Document (SPD) 2022. It was AGREED that the Parish Council would respond with a comment stating that an increase in facilities for secure bicycle parking & a significant increase in electrical vehicle charging points incorporated into guidance. Proposed by Councillor Jordan, seconded by Councillor Cole. All members voted unanimously to accept this resolution.</p>																																				
230112	<p>To consider endorsing HALCs recommendation to remove articles of association and replace with new. It was AGREED that the article be rewritten, providing a clear, unambiguous document to the Parish Council (written in plain English) for discussion. Proposed by Councillor Jordan, seconded by Councillor Cole. All members voted unanimously to accept this resolution.</p>																																				

230113	<p>To agree the playground inspection quote from Test Valley Borough Council for April 2023 to March 2024.</p> <p>It was AGREED</p> <p>to accept the playground inspection quote from Test Valley Borough Council. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
230114	<p>To agree the Sportsfield & The Green grounds maintenance quote from Test Valley Borough Council.</p> <p>It was AGREED</p> <p>to accept the Sportsfield & The Green ground maintenance quote from Test Valley Borough Council. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.</p>
230115	<p>To agree the Dog Bin emptying arrangements from Test Valley Borough Council.</p> <p>It was AGREED</p> <p>to accept the dog bin emptying arrangements of £223.25 per bin per annum, from Test Valley Borough Council. One of the bins adjacent to Webbs Lane to be removed, reducing total number of bins to five. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.</p>
230116	<p>To agree the Grounds Maintenance quote from Scandor Landscapes.</p> <p>It was AGREED</p> <p>to accept the ground maintenance quote from Scandor Landscapes. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
230117	<p>To agree staff salary from 01 April 2023.</p> <p>It was AGREED</p> <p>to offer a 10% pay award offer, undertake to revisit when national arrangements are ratified. By no means to be reduced, only increased if deemed necessary to stay in-line with national settlement. Proposed by Councillor Jordan, seconded by Councillor Cole. All members voted unanimously to accept this resolution.</p>
230118	<p>To agree the budget.</p> <p>It was AGREED</p> <p>to accept the budget as published, nothing the staff salary budget line will be amended. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution. The budget can be found at APPENDIX C.</p>
230119	<p>To agree the precept.</p> <p>The precept was AGREED</p> <p>As £39,321.00. Proposed by Councillor Jordan, seconded by Councillor Cole. All members voted unanimously to accept this resolution.</p>

230120	To consider the below planning application:
230120.01	22/03186/FULLN Erect replacement dwelling. White Smocks, Little Ann Road, Little Ann, Hampshire. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.
230120.02	22/03243/TREEN Ash - T2 on plan - Pollard to reduce crown by 3 metres in height and 5 metres in overall width. Greenways, Church Road, Abbots Ann. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Cole. All members voted unanimously to accept this resolution.
230121	To agree the date of the Annual Parish Assembly. The date of the Annual Parish Assembly was agreed as 31 st May 2023.
230122	To agree the date of the next meeting as Thursday 2nd February 2023. The date of the next meeting was agreed as Thursday 2 nd February.

There being no other business, the meeting closed at 20:39.

APPENDIX A

Footpath Portfolio Report for December 2022

A new Brush cutter recently ordered has now arrived and ready for operation.

Managed despite the very freezing weather to cut Donkey Path and the bottom section of Penny path, still waiting for the Tenant farmer to complete the remove of the wire fencing along the field section, at present they have only completed the first twenty-five meters of the low end of the field. I have chased up the estate agent to find out when the rest will be completed, and I have not received a reply yet.

In January we plan to complete the top section of Penny Path, Bury Hill Path, Short Path, and the shop end of Church Path. We also need to reposition the signpost at the junction of Dunkirk Lane and Path 501 (to the Drove).

Councillor John Heather

Sports & Recreation Update

Beth Deacon is hoping to complete the initial application for lottery funding this week.

Nil else of note this month.

Councillor Chris Wallis

Update from Hampshire County Council – January 2023

New Year changes to upholstered seating disposal

Residents wanting to dispose of upholstered seating at their local household waste recycling centre (HWRC) will see a change introduced in the new year, due to the national requirement for all waste upholstered domestic seating to be separated from other waste and safely disposed of by incineration, in line with Environment Agency guidance. This change will be effective from 1 January 2023

Of Hampshire's 24 HWRCs, 21 will now provide separate containers in which waste upholstered seating will be collected.

Many local borough, city and district councils offer, for a fee, a bulky waste collection service which residents can use as an alternative to taking items themselves to a household waste recycling centre.

Items of upholstered seating furniture such as dining chairs, armchairs and sofas are likely to contain pollutants which stay intact and do not break down, we are required by law to ensure these items are diverted from landfill, separated from other waste and disposed of carefully at one of our energy recovery facilities. This means that they will be incinerated to generate electricity. We also ask that residents avoid breaking up upholstered domestic seating, as this increases the potential for material to escape into the environment.

<https://www.hants.gov.uk/News/20223012Upholstereddisposalchangesnational>

Pick your top three school preferences when applying for school places in year R and 3

As the 15 January deadline for school place applications approaches, Hampshire County Council is urging parents of children due to start school in reception year or move to year 3 in a junior school in September 2023 to indicate three school preferences on their application

<https://www.hants.gov.uk/News/21122022SchoolAdmissions>

Satisfaction with Hampshire Highways is on the up

Hampshire residents' satisfaction with how Hampshire County Council maintains the county's 5,500 miles of highway has improved, following the County Council decision to provide additional local funding to try to reduce the impact of the year-on-year reductions in Government funding for local highway maintenance over the past decade

Hampshire has been rated third out of all 30 English county councils for public satisfaction with highway maintenance and is the highest performing county authority in the South-East region. Of the 3,300 Hampshire residents who responded to the 2022 National Highways and Transport Survey, 48 per cent agreed that they were satisfied with the highway maintenance service – a one per cent improvement on the figures for 2021 and two per cent higher than the average for all county councils.

<https://www.hants.gov.uk/News/20221220NHTHighwaysMaintSatisfaction>

Struggling to keep your home warm? Help is at hand

As more people feel the impact of rising energy costs and increasingly cold weather, Hampshire County Council is reminding those struggling to heat their homes that help is available

Residents can call the 'Hitting the cold spots' phone line for advice and guidance, from temporary heating and first-time central heating to arranging home visits and sourcing boiler repair funding.

'Hitting the cold spots' services: Assistance to switch energy provider or tariff to help save money on fuel bills.

To access these services, call the team on 0800 804 8601 (lines are open from 9am to 5pm, Monday to Friday). The phone advice line is open to all Hampshire residents. Some services have eligibility criteria, and the advisors will discuss the best possible solution for each caller. More information can be found online.

Since the start of Hitting the Cold Spots in 2011, over 6,600 households have benefitted from the advice and information provided by the team. So far this year, more than 760 Hampshire households have received support.

<https://www.hants.gov.uk/News/131222hittingthecoldspots>

Cllr_David Drew

Test Valley Central Division, HCC

Maureen Flood – TVBC Report January 2023

TVBC – Cost of Living Support Hub

Test Valley Borough Council's Cost of Living Grant scheme increases to £100,000

The Cost-of-Living Grant scheme, set up by Test Valley Borough Council, has doubled its budget. Originally launched with £50,000, the local authority now has an additional £50,000 to distribute to groups, not -for-profit organisations and charities to help residents with the rising cost of living. Since being set up at the end of September, nearly £35,000 has been awarded to 29 organisations.

The grants will allow organisations such as foodbanks, charities or parish councils. This style-scheme worked extremely well during Covid - and was designed to be flexible with minimal paperwork.

For more information about the Test Valley Borough Council **Cost of Living Grant** visit:

www.testvalley.gov.uk/costoflivinggrantscheme

Vigo Road Children's play area Andover to get £350,000 renovation

Vigo Road Recreation Ground play area to be refurbished, after the council undertook a consultation on the community's aspirations for the wider space last year.

TVBC consulted with local schools, clubs, community groups and disability forums to help form a plan to improve the space. More than 600 people responded, with many saying that the play area was the main reason they visited the site.

The site is planned to be open to the public in Spring 2024.

APPENDIX B

Date: 03/01/2023

Abbotts Ann Parish Council

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Time: 11:06

**Bank Reconciliation Statement as at 31/12/2022
for Cashbook 1 - Lloyds Treasurers Account**

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Treasurers Account	31/12/2022		60,890.82
			<hr/> 60,890.82
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			60,890.82
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			60,890.82
		Balance per Cash Book is :-	60,890.82
		Difference is :-	0.00

APPENDIX C

09/01/2023

Abbotts Ann Parish Council

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12:43

Annual Budget - By Centre

	<u>2021 / 2022</u>		<u>2022 / 2023</u>						<u>2023 / 2024</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
100	<u>Income</u>											
1076	Precept	31,775	31,775	0	0	34,952	0	34,952	34,952	39,321	0	0
1100	Burial Ground (Income)	3,152	2,550	0	0	1,500	0	1,500	4,075	3,000	0	0
1150	CIL/S108 Receipts	0	4,867	0	0	0	0	0	0	0	0	0
1200	Pavilion/Sportsfield Hire	1,500	1,766	0	0	2,000	0	2,000	3,376	3,500	0	0
1250	Other/Miscellaneous Income	0	429	0	0	0	0	0	1,019	0	0	0
1300	Donations	0	2,170	0	0	0	0	0	0	0	0	0
1310	Grants	0	4,805	0	0	0	0	0	5,657	0	0	0
	Total Income	36,427	48,362	0	0	38,452	0	38,452	49,079	45,821	0	0
	Movement to/(from) Gen Reserve	36,427	48,362			38,452		38,452	49,079	45,821		
200	<u>Policy</u>											
4000	Salaries/Pension	12,053	13,399	0	0	12,690	0	12,690	9,009	13,000	0	0
4005	HMRC/PAYE	0	1,267	0	0	504	0	504	338	490	0	0
4050	Home working allowance	0	312	0	0	302	0	302	0	0	0	0
4052	Office Expenses	0	694	0	0	300	0	300	97	263	0	0
4055	Training	350	285	0	0	500	0	500	1,980	368	0	0
4060	Staff Expenses	1,009	1,074	0	0	500	0	500	193	250	0	0
4065	Auditing	462	620	0	0	620	0	620	620	800	0	0
4070	Subscriptions	841	699	0	0	600	0	600	1,014	850	0	0
4075	Professional Fees	0	287	0	0	0	0	0	716	0	0	0
4080	Insurance	1,634	1,647	0	0	1,675	0	1,675	1,078	1,500	0	0
4085	Election Fees	1,025	0	0	0	1,000	0	1,000	0	1,000	0	0
4090	PC Website/Social Media	205	0	0	0	200	0	200	111	200	0	0

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		<u>2021 / 2022</u>		<u>2022 / 2023</u>						<u>2023 / 2024</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4100	S137	0	628	0	0	360	0	360	0	360	0	0
4101	Grants	0	198	0	0	500	0	500	229	500	0	0
4105	Repairs & Maintenance	210	0	0	0	215	0	215	0	0	0	0
4110	Noticeboards	923	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	18,712	21,105	0	0	19,966	0	19,966	15,386	19,581	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	-190	0	0	0
	Movement to/(from) Gen Reserve	(18,712)	(21,105)			(19,966)		(19,966)	(15,576)	(19,581)		
250	<u>Development & Infrastructure</u>											
4200	HCC Street Lighting	331	323	0	0	339	0	339	323	400	0	0
	Overhead Expenditure	331	323	0	0	339	0	339	323	400	0	0
	Movement to/(from) Gen Reserve	(331)	(323)			(339)		(339)	(323)	(400)		
300	<u>Environment</u>											
4250	TVBC Dog Bins/Waste Collection	1,200	1,427	0	0	1,500	0	1,500	1,233	1,340	0	0
4255	The Green/Orchard Mnt & Lease	821	5,580	0	0	842	0	842	129	100	0	0
4260	The Green/Wildflower Meadow	103	595	0	0	105	0	105	156	0	0	0
4265	Grass Cutting (The Green & SF)	683	538	0	0	0	0	0	0	1,711	0	0
4270	Tree Maintenance	0	70	0	0	0	0	0	0	300	0	0
4280	Maintenance (Footpaths)	0	538	0	0	0	0	0	2,711	0	0	0
	Overhead Expenditure	2,807	8,747	0	0	2,447	0	2,447	4,228	3,451	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	3,770	0	0	0
6001	less Transfer to EMR	0	0	0	0	0	0	0	790	0	0	0

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	<u>2021 / 2022</u>		<u>2022 / 2023</u>						<u>2023 / 2024</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	(2,807)	(8,747)			(2,447)		(2,447)	(1,249)	(3,451)		
350 Sports & Recreation											
4300 Sportsfield/Pavilion Maint.	923	7,073	0	0	946	0	946	1,092	500	0	0
4305 Grass Cutting Scan&TVBC 22/23	1,367	2,105	0	0	0	0	0	7,222	0	0	0
4310 Sportfield/Pavilion Utilities	313	383	0	0	320	0	320	550	700	0	0
4620 Misc	0	24	0	0	0	0	0	128	0	0	0
Overhead Expenditure	2,603	9,584	0	0	1,266	0	1,266	8,992	1,200	0	0
6000 plus Transfer from EMR	0	5,906	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(2,603)	(3,678)			(1,266)		(1,266)	(8,992)	(1,200)		
400 Wellbeing											
4400 Defibrillators	308	217	0	0	150	0	150	144	300	0	0
Overhead Expenditure	308	217	0	0	150	0	150	144	300	0	0
Movement to/(from) Gen Reserve	(308)	(217)			(150)		(150)	(144)	(300)		
450 Amenities											
4450 Grds Main (Scandor)	6,500	3,969	0	0	9,314	0	9,314	0	8,530	0	0
4455 Burial Ground (Exp)	3,000	0	0	0	0	0	0	0	0	0	0
4460 WMH Grds/Cpark	103	440	0	0	0	0	0	0	108	0	0
4465 Play Areas-Maint & Inspections	1,450	158	0	0	1,000	0	1,000	2,956	1,524	0	0
4470 Telephone Kiosk	51	103	0	0	53	0	53	0	90	0	0
4475 Project - BG Fence	3,000	10,396	0	0	5,000	0	5,000	0	0	0	0
4480 Project - CY Footpath	5,000	0	0	0	5,000	0	5,000	0	0	0	0

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		<u>2021 / 2022</u>		<u>2022 / 2023</u>						<u>2023 / 2024</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4485	Church Clock Servicing	228	215	0	0	231	0	231	0	250	0	0
4490	War Memorial Hall	0	0	0	0	0	0	0	105	0	0	0
	Overhead Expenditure	19,330	15,281	0	0	20,598	0	20,598	3,081	10,502	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	-10,000	0	0	0
	Movement to/(from) Gen Reserve	<u>(19,330)</u>	<u>(15,281)</u>			<u>(20,598)</u>		<u>(20,598)</u>	<u>(13,061)</u>	<u>(10,502)</u>		
999	<u>VAT Data</u>											
115	VAT on Receipts	0	3,751	0	0	0	0	0	234	0	0	0
	Total Income	0	3,751	0	0	0	0	0	234	0	0	0
515	VAT on Payments	0	4,005	0	0	0	0	0	203	0	0	0
	Overhead Expenditure	0	4,005	0	0	0	0	0	203	0	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(254)</u>			<u>0</u>		<u>0</u>	<u>31</u>	<u>0</u>		
	Total Budget Income	38,427	52,113	0	0	38,452	0	38,452	49,313	45,821	0	0
	Expenditure	44,091	59,263	0	0	44,766	0	44,766	32,338	35,434	0	0
	Net Income over Expenditure	<u>-7,664</u>	<u>-7,150</u>	<u>0</u>	<u>0</u>	<u>-6,314</u>	<u>0</u>	<u>-6,314</u>	<u>16,976</u>	<u>10,387</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	5,906	0	0	0	0	0	(6,420)	0	0	0
	less Transfer to EMR	0	0	0	0	0	0	0	790	0	0	0
	Movement to/(from) Gen Reserve	<u>(7,664)</u>	<u>(1,244)</u>			<u>(6,314)</u>		<u>(6,314)</u>	<u>9,766</u>	<u>10,387</u>		