

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14<sup>th</sup> September 2009 commencing at 7pm.

PRESENT: Miss M. I. Rothwell (Chairman) – Presiding  
Mr. E. H. Butcher, Mr A Clark, Mr. M.D. Hatley,  
Mr. J. A. Jones, Mr. B. Nanson, Mr. G. C. A. Roads, Mr D. Stevens

### 1661 Apologies for Absence

Apologies had been received from Mr Choules and Mr Gilks who were absent for personal reasons.

### 1662 Minutes

The Minutes of the Meeting held on Monday, 17<sup>th</sup> August 2009, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

### 1663 Matters Arising from the Minutes

There were no Matters Arising which were not covered by items on the agenda.

### 1664 Declarations of Interest

Mr. Hatley declared an interest as Treasurer of the Village Hall Management Committee.

### 1665 Public Participation

There were no members of the public present at the meeting.

### 1666 Ampfield Recreation Ground

#### 1666.1 Height barrier at the new entrance

It was noted that attempts had been made to tamper with the height barrier at the entrance to the Recreation Ground. Although general security at the entrance had been improved by metal fencing, it was agreed that the security value of the aluminium barrier should be increased. Mr Clark would look at options and costs, and report back to Council

#### 1666.2 Spraying of weeds and hedge cutting

The spraying and control of weeds was underway along the eastern, western and southern boundaries. Specialist equipment had been used for the taller vegetation. Council agreed to accept Test Valley Borough Council's (TVBC) estimate of £85 to cut both the sides and top of the northern hedge along the A3090.

#### 1666.3 Inspections

An annual inspection of the playground had been carried out by Digley Associates in mid-August. Initial feedback had been good and no major issues were expected to be

raised. The formal report was awaited. An expanded inspection form was now available for those undertaking inspections of the whole Recreation ground. An inspection of the football pitch, and the equipment to be used, was required before every football match. Members of Ampfield Sports Club would conduct this and record the findings.

#### 1666.4 Letting agreement with Ampfield Sports Club

Details of the letting of the football pitch to Ampfield Sports Club had been drawn up and signed by Council. Formal agreement by Ampfield Sports Club was awaited.

#### 1667 Asset Maintenance Schedule

Mr Clark had put forward proposals for the maintenance of Parish assets and for improving the information on the Asset Register. It was agreed that the proposals were a good way forward. Mr Clark would determine the next stages and draw up an invitation to tender for consideration by Council at the November meeting. It was also agreed that the wooden posts of the notice board outside Ampfield Primary School should be replaced with “non-rotting” posts. An estimate would be sought from TVBC.

It was agreed that some low value items, which were mostly bits of equipment and kit used in the maintenance of Chapel Wood, should be removed from the Asset Register and their number and condition simply be noted at the end of the year. Most of the wooden seats around the Burial Ground, St Mark’s Church and Chapel Wood had been treated or painted in the last few years. It was agreed that the seats should be included in any maintenance schedule.

#### 1668 Financial Matters

##### 1668.1 Accounts for payment

It was proposed by Mr. Nanson, and seconded by Mr. Jones, that the following accounts be paid:

| <u>Cheques to be signed at the meeting:</u>                 | £ (inc VAT)    |
|---|----------------|
| Audit Commission fee  | 460.00         |
| D Matthews- September salary                                | 517.31         |
| HM Revenue & Customs – September payments                   | 181.64         |
| D Matthews- October salary                                  | 517.11         |
| HM Revenue & Customs – October payments                     | 181.84         |
| Office expenses-11 <sup>th</sup> July to 14 September 2009  | 65.78          |
| Ampfield Parochial Church Council- Burial Ground admin fees | <u>200.00</u>  |
|   | <u>2123.68</u> |
| <u>Payments made between meetings</u>                       |                |
| TVBC Ground Maintenance +additional works, April-June       | 2158.42        |
| STL Group – insurance                                       | <u>218.00</u>  |
|   | <u>2376.42</u> |

##### 1668.2 Income

Income for the period was just over £3,500. The majority of this was due to receipt of a grant for £3026 from TVBC which represented 50% of the cost of re-laying the electricity cables at the Recreation Ground. The second instalment of the Precept had been received earlier in the month.

1668.3 Anticipated Expenditure

Council reviewed expenditure against budget for the period ending August 2009. Expenditure remained modest with approximately 15% of budget spent. A further £8000 would be spent by the end of September on loan payments and on the health and safety work being done in Chapel Wood.

1668.4 Year end accounts

Council was pleased to note that the Annual Return for 2008/2009 had been returned by the Audit Commission without adverse comment. Notices would be posted shortly announcing that the Annual Return could be viewed, or copied, by local electors and interested parties over a 14 day period.

1668.5 Insurance renewal

It was noted that additional insurance cover had been taken out on 3<sup>rd</sup> September 2009.

1669 Green Space Strategy

A template, showing details and approximate costs of proposed projects within the Parish, had been completed. This would inform decisions on the use of Developers' funds through the Section 106 process. Mr Hatley would add costs for football and cricket nets to the template and forward the document to TVBC.

1670 Boundary Settlements Review

An informal workshop had been conducted by members of the TVBC Planning team to help explain the reasons behind the review and the process that would be followed. Council had subsequently considered settlement limits within the Parish and had forwarded their views on maps to TVBC.

1671 Travellers

Council agreed to adopt proposals, drafted by the Chairman, to be used in the event of an unwelcome encampment. This would provide useful local guidance and would be supplementary to the general guidance issued by TVBC. It was noted that some Councils had been able to serve notices to quit to travellers within a few days of arrival as all the necessary paperwork was already in place. The Clerk would contact the Police Travellers Liaison Officer to explore this process.

1672 Correspondence and Communications

1672.1 Hampshire County Council (HCC)

Admissions to School September 2009  
Inroads – Highways News from HCC and Amey Summer 09  
Environment Dept Annual Report 2008/2009  
HCC subsidy for Pass Plus for young drivers  
Hantsweb Awards 2009  
Hampshire Now special issue for older residents  
Community Action Hampshire update  
Rural services – Hinterland updates

1672.2 Test Valley Borough Council

Tea dances in Test Valley

Consultation on Hackney Carriage Licensing  
Papers for Test Valley Borough Council's meeting on 9 September  
The 2009 School Places Plan  
Sustainable Communities Act

1672.3 Hampshire Association of Local Councils

Newsletter Issue 229 Summer 2009

1672.4 Other Correspondence

Land Registry booklet about how to register our land  
Letter from Pegasus Planning Group  
Letter from Peter Came, Aviva  
Letters to and from CBA Trees  
Letter to Barrel Trees  
Andover Parkinson's support group  
Vitalise – request for support  
Countryside Alliance Awards  
Letter to Cllr Choules

It was agreed that Mr Nanson would arrange a date when the Pegasus Planning Group would hold an informal briefing for Council on the proposed development in the Parish.

It was noted that parish councils were being asked increasingly by TVBC, HCC and other public bodies, and by charities, to help reach communities on a range of issues by displaying material on notice boards, newsletters and websites. Current communication methods did not readily lend themselves to the increased demand. It was agreed that the communication policy would be reviewed in the new year. It might be helpful to raise the subject at the next Test Valley Association of Parish Councils meeting.

1673 Reports from Committees and Portfolio Holders

1673.1 Planning Committee

The following applications had been commented on after discussion on:

23 July 2009

|                |                                   |
|----------------|-----------------------------------|
| 09/01210/FULLS | Woodlands View, Green Lane        |
| 09/01340/CMAS  | Council Houses, Green Pond Lane   |
| 09/01412/ADVC  | St Mark's Church, Winchester Road |

27 August 2009

|                |                                   |
|----------------|-----------------------------------|
| 09/01649/TPOS  | The Beeches 26 Straight Mile      |
| 09/01596/FULLS | Stonehaven Hook Crescent Ampfield |
| 09/01569/TPOS  | 57 Hook Road                      |
| 09/01411/TPOS  | 40 Beechwood Close                |
| 09/01587/TPOS  | 14 Hocombe Wood Road              |
| 09/01196/FULLS | The Beeches 26 Straight Mile      |

1673.2 Finance Committee

There was nothing new to report.

1673.3 Footpath Warden

Mr Roads reported that the footpath from Knapp Lane to the tree nursery was almost impassable with deep ruts, and with flies and mosquitoes hovering above the water. The Clerk would ask Mrs Birtwistle, the Footpath Warden, to monitor the path.

1673.4 Test Valley Association of Parish Councils (TVAPC)

Mr Stevens had attended the TVAPC meeting on 10<sup>th</sup> September 2009. Items discussed had included the Licensing of Hackney Carriages, alcohol licenses for Village Halls and the proposal for a Town Council for Andover.

1673.5 Hampshire Association of Local Councils

There was nothing new to report

1673.6 Public Transport & Highway Liaison (PT&HL)

There was nothing new to report.

1673.7 Ampfield Countryside Heritage Area

There was nothing new to report.

1673.8 Village Hall Liaison

Mr Hatley confirmed that the new fire alarm system for the Village Hall was now in place.

1673.9 School Governor

Mr Butcher reported that a successful parents evening had been held. Unfortunately, pupil numbers continued to fall as several of the expected new intake had not actually joined the school.

1673.10 Tree Wardens

There was nothing new to report.

1673.11 Website

It was noted that the website needed an overhaul. Mr Jones and the Clerk would work on this. Council agreed to an expenditure of approx. £30 on software that would enable the Clerk to update the site.

1674 Highway Matters

1674.1 Speed Limit Sign

Following meetings with representatives of TVBC a new schedule of movements had been agreed and new poles were in place; it was expected that the operation of the speed sign would now go according to plan.

1674.2 Signage throughout the Parish

The proliferation of signs in the Parish continued to be a cause for concern. Mr Hatley had been in touch with both TVBC and the Highways department seeking assistance in limiting the amount of advertising and signs displayed along the roadside. Some progress had been made in the reduction of signs and the situation would continue to be monitored.

1675 Test Valley Borough Council (TVBC)

Mr Hatley reported that details of Section 106 payments would now be sent to Clerks by TVBC every quarter for information. The Planning website had been updated with greatly improved navigation; pre-application advice would now be available to Parish Councils. Work on the Baddesley Road bridge was about 2 weeks behind schedule due to some re-design work but pedestrians could now walk across the bridge. Part of the footpath on the north side of Baddesley Road near Wheelhouse Park was being re-laid to improve the uneven surface and different gradients.

1676 Chapel Wood

1676.1 Friends of Chapel Wood

A schedule of work to be done in the new season had been circulated. The first working party would meet on 19<sup>th</sup> September 2009 to mend fences and clear the pond. Council agreed to accept TVBC's estimate of £750 to reduce significantly the hedge leading from the fountain to the Church. The hedge was very oppressive and made the pathway slippery and mossy. Ampfield Parochial Church Council had welcomed the proposal.

1676.2 Work in the Woodland

The contract to undertake the health & safety risk assessment of Chapel Wood had been awarded to CBA Trees Ltd who would start work on 28<sup>th</sup> September 2009.

1676.3 Burial Ground

TVBC had quoted labour costs of approx. £225 to do the work on the cruciform hedge. Council agreed to costs of up to £2500 to complete the whole task. Details of the total estimate would be sent to the Clerk. Miss Rothwell and Mr Roads would take forward the project.

1676.4 War Memorial

Volunteers would clean the War Memorial and seat, clear away any weeds and restock the garden area before the Remembrance Day Service on 8<sup>th</sup> November 2009.

1677 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 30<sup>th</sup> November 2009 in the Village Hall, Ampfield commencing at 7.00pm.

1678 Closure

The meeting closed at 8.58pm.

**Chairman**.....

**Date**.....