

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting held on
Thursday 6th October 2016 at 19:00
at Abbots Ann War Memorial Hall



Present: Parish Councillors A Hayter (Chairman), Mrs S Bleeker, Mrs L Haigh, D Wells, C Teasdale (arrived 19.08), Borough Councillor Mrs M Flood. County Councillor A Gibson (arrived 20.14)

Members of the Public: 2

Minutes: Mrs Clare Cotterell – Clerk
 Meeting started 19.01

AGENDA ITEM		ACTION
1	Apologies for Absence Apologies received from Cllr Doherty, Cllr Abram and Borough Councillor Stallard.	NOTED
2	Declarations of Interest None	
3	Cllrs to agree the minutes to be an accurate record of the meetings held on: A) 1st September 2016 - Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed. B) 26th September 2016 – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed.	
4	Actions to be reported: Clerk reported from the meeting held on 1 st September: Item 7c – submitted agreed comments via the Appeals Casework Portal and received confirmation email. Item 8b – Booked venue for meeting on 26 th September. Item 9a – Removed the agreed items from the Asset Register. Item 10 – Spoke with Mr B Sims re grass cutting of The Green and the Sportsfield – he is quite happy to continue doing this for the reimbursement of fuel and parts – cost to end September £104.37. Red Telephone Box - Cllr Haigh circulated a draft of the request for suggestions as to its future use. This will be submitted to the website and email system at the same time it appears in the parish magazine. - Closing date for suggestions to be 30 November, voting via website or in shop. Decision to be made by January 2017.	
5	Item 14c brought forward Request from AAV for Cllrs to consider funding maintenance of the permissive path along Salisbury Road – cost £200.00. Discussion held and agreed to fund a one off payment of up to £200.00 to clear the path. Also discussed applying for Small Grants funding to update the village map and add the permissive path. Clerk/Cllr Haigh to apply - Proposed Cllr Wells, seconded Cllr Bleeker, all agreed.	Cllr Haigh/ Clerk
6	Public Participation - <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i> Cllr Flood highlighted that the bus contract to Test Valley School had changed and that children have to cross the A343 for the morning pickup – Cllr Flood will contact HCC and school to see whether pick up point can be changed. Cllr Hayter will also write to Cllr Gibson and school on behalf of the Parish Council.	Cllr Hayter
7	Borough and County Councillors Reports Cllr Flood reported: <ul style="list-style-type: none"> • Hedges/verge grass cutting – confirmed that TVBC undertake grass cutting/shrub maintenance in urban areas/town centres. • Best village award plaque from 1998 has been removed from WMH and it has been some time since that type of competition has been entered. • TVBC has won an award for best overall small friendly council and a commemorative award for outstanding commitment for supporting small businesses over last 8 years. • TVBC have Business Incentive grants available for very small businesses. • RSPCA have awarded the 2016 Gold Stray Dog Footprint to TVBC. 	

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	<p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> • Lighting issue at Burghclere Down – confirmed it is on private land and not responsibility of Borough or County Council. • ANPR system is now up and running. Unsure who maintains it, either TVBC/HCC – TVBC collects the fines Cllr Gibson will check with Highways. • Cllr Gibson still pushing for speed changes with Highways but no changes are happening. • 20 mile limit trial – Cllr Gibson will check whether trial will continue or be extended to other villages. <p>Cllr Hayter informed Cllr Gibson of the school bus pick up issue – Cllr Gibson asked Parish Council to write to him regarding this issue.</p>	
8	<p>Planning and Tree Work applications – Cllrs to propose a response to be submitted to TVBC relating to the following applications: Proposed Cllr Wells, seconded Cllr Teasdale.</p> <ul style="list-style-type: none"> a) 16/02137/FULLN & 16/02138/LBWN – Two storey extension to garden with ground floor family room and first floor bedroom and ensuite – Ash Cottage, 37 Duck Street, Abbots Ann – No objection – All agreed. b) 16/02276/TREEN – T1 Cherry Plum – Heavy crown reduction by up to 3m – Bywaters, Duck Street, Abbots Ann – Objection on basis that the reduction is too great and should be halved to 1.5m. – All agreed. <p>Cllr Flood left the meeting at 19.35</p>	
9	<p>Pension Cllrs to review requirements for Staging Date of 1st April 2017.</p> <p>Clerk to circulate a report outlining requirements to Cllrs.</p>	Clerk
10	<p>RoSPA Report Cllrs to review report and agree any actions required.</p> <p>Cllrs reviewed the report and agreed the following actions: Clerk to obtain quote from TVBC to repair/replace loose/missing fixtures and to clean bird fouling from play equipment – agreed Clerk can authorise spend of up to £500.00. Clerk to obtain quotes from Abbots Ann Fencing and Property Services for repair to gate and fence at WMH and agreed Clerk can authorise spend of up to £150.00.</p> <p>Clerk to obtain quote from TVBC for annual play area inspections. Cllr Hayter offered to remove logs from play area at WMH.</p> <p>Proposed Cllr Wells, seconded Cllr Bleeker, all agreed.</p>	Clerk Clerk Cllr Hayter
11	<p>Review of Bank Account Cllrs to review the current bank account and consider switching the Parish Council account to one with local branches. (Report circulated)</p> <p>Agreed to change bank account from Bank of Ireland to Lloyds and add Clerk/RFO as signatory to process approved electronic payments. Proposed Cllr Wells, seconded Cllr Bleeker, all agreed.</p>	
12	<p>Correspondence</p> <ul style="list-style-type: none"> a) Request for permission to repair graves in the Churchyard – Permission approved – Proposed Cllr Bleeker, Cllr Wells, all agreed. b) Centenary fields programme email – Unable to respond until confirmation of ownership received – Agreed that Cllr Hayter can spend £30.00 to approach land registry to acquire confirmation of ownership of Bulbery field, the land surrounding WMH and the Burial Ground – Proposed Cllr Bleeker, Cllr Haigh, all agreed. 	Cllr Hayter
13	<p>Budget for 2017/18 Preliminary discussion for the budget for 2017/18.</p> <p>Clerk circulated a first draft which was discussed and amendments made. Clerk to update for review.</p>	Clerk

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14	<p>Tender Specification for Maintenance Contracts Cllrs to agree the tender specification</p> <p>The tender specification for Maintenance Contracts was agreed with some amendments. Proposed Cllr Wells, seconded Cllr Haigh, all agreed.</p> <p>It was agreed to extend the meeting for a further 15 minutes – Proposed Cllr Bleeker, seconded Cllr Teasdale, all agreed.</p>																																											
15	<p>Finance:</p> <p>a) Cllrs to approve the Financial Statement for 1st to 30th September 2016. Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed.</p> <p>b) Cllrs to approve the following payments to be made. + Enham 133.66</p> <table border="0"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> <th>Chq</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1114</td> <td>Clerk/BT bill</td> <td>£161.52</td> <td>1115</td> <td>D Murphy</td> <td>£93.75</td> </tr> <tr> <td>1116</td> <td>Clerk Salary</td> <td>£-</td> <td>1117</td> <td>Andover Garden Machinery</td> <td>£9.25</td> </tr> <tr> <td>1118</td> <td>Playsafety Rospa</td> <td>£184.80</td> <td>1119</td> <td>BDO LLP – ext audit</td> <td>£240.00</td> </tr> <tr> <td>1120</td> <td>HALC training</td> <td>£90.00</td> <td>1121</td> <td>HCC – Lease and lighting</td> <td>£419.32</td> </tr> <tr> <td>1122</td> <td>HMRC/PAYE</td> <td>£169.18</td> <td>1123</td> <td>H Johnson gate repair</td> <td>£120.00</td> </tr> <tr> <td>1124</td> <td>Enham Gardening</td> <td>£133.66</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Proposed Cllr Wells, seconded Cllr Bleeker, all agreed.</p> <p>c) Request from AAV for Cllrs to consider funding maintenance of the permissive path along Salisbury Road – cost £200.00 – (this item was moved to Item 5).</p> <p>d) Cllrs to consider request to partially fund a gate repair at Poppy Cottage, Duck Street – cost £60.00. It was proposed to pay the full amount of the repair, of £120.00, to the property owner and thank him for carrying out running repairs to the gate in the past. Proposed Cllr Wells, seconded Cllr Bleeker, all agreed. It was noted that the gate is owned by the Parish Council and the path is a public footpath.</p> <p>e) Purchase of plaque for defibrillator at Poplar Farm. Agreed Cllr Hayter to confirm the wording on the plaque and approved the cost of up to £50.00. Proposed Cllr Wells, seconded Cllr Haigh, all agreed.</p>	Chq	Payee	Amount	Chq	Payee	Amount	1114	Clerk/BT bill	£161.52	1115	D Murphy	£93.75	1116	Clerk Salary	£-	1117	Andover Garden Machinery	£9.25	1118	Playsafety Rospa	£184.80	1119	BDO LLP – ext audit	£240.00	1120	HALC training	£90.00	1121	HCC – Lease and lighting	£419.32	1122	HMRC/PAYE	£169.18	1123	H Johnson gate repair	£120.00	1124	Enham Gardening	£133.66				<p>Cllr Hayter</p>
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16	<p>The next meeting of the Parish Council will be held on 3rd November 2016</p> <p>Cllr Wells confirmed that the residents of Manor close & AAGA had met regarding plans for The Green. AAGA will continue to write report and present at a future meeting.</p>																																											

Meeting closed at 21.11

Approved and signed by the Chairman at the meeting held on 3rd November 2016