UPPER CLATFORD PARISH COUNCIL MINUTES OF A MEETING HELD ON WEDNESDAY 8TH DECEMBER 2021 AT 7.30 PM IN THE KING EDWARD VII MEMORIAL HALL

The Meeting was preceded by an Update for Upper Clatford Parish Council on Legislation around Water Companies river discharging by Christine Colvin, Director for Partnerships and Communications at The Rivers Trust

Present:	Parish Cllrs P Heslop (Chairman), Cllr R Bennett MVO, D Coole, C Eyre, Cllr H
	Folkard-Tapp, S Kennedy, A Lockhart, C Williams, TVBC Cllr M Flood, HCC Cllr
	D Drew
	Minutes – C Emmett Clerk & RFO

1	Apologies for Absence: Cllrs N Shah, A Wilson.	
2	To receive and accept declarations of interest It was noted that all Parish Clirs (excepting	
_	Cllr Folkard-Tapp) were rate payers and therefore had an interest in all matter, particularly the	
	Budget and Precept at Item 9.	
3	Public Participation There were 15 members of the public in for the presentation and 3 at the	
3	start of the agenda items. The Chairman invited them to speak on any item of the agenda at this	
	start of the agenda items. The Chairman invited them to speak on any item of the agenda at this stage if they so wished. A copy of the agenda was provided on request.	
4	To approve the minutes from the Parish Council Meeting held on 10 th November 2021 Cllr	
4	R Bennett proposed acceptance of the minutes (as now displayed on the website). Seconded	
	by Cllr C Eyre and agreed by all. The Chairman signed the copy for record.	
5		
3	To receive the Clerk's progress report since the meeting held on 10 th November 2021	
	Item Detail	
	5. DC to investigate work needed for pavilion downpipe soakaway. Pending	
	5. NS to draft notice re LGS Article 4. Completed but not posted as purpose has now probably	
	expired. Complete	
	5. CCE to circulate notes on Influencing Your Local Plan. Complete	
	5. Clk to include £200 in budget rec'd to Fin Ctee for Taskers plinth. Complete	
	6. NS to prepare planning response on 21/03028/FULLN Ecological Enhancement Scheme.	
	Complete and submitted	
	6. Clk to submit planning response to 21/03113/LBWN Old Post Office. Complete	
	9.7 Clk to input budget rec'd to Fin Ctee. Complete	
	10.1. RB to look at concerns re vegetation and sight lines at BBPF. Complete	
	10.2.1. Clerk to arrange temporary repair of track by Pavilion. Complete	
	10.2.1 Clerk to commission survey and design for sports field track. Pending	
	11.3. BWB. Arrange for GM staff (TVBC) to regularly strim 1m strip either side of footpath.	
	Complete	
	14.14 Planning Committee to read into Planning Consultation re Requirements for Validation of	
	Applications. See item 6. Complete	
	16. Clerk to obtain update on progress of the Chalk Pit Underlease. Process ongoing due to	
	change in ANT solicitor. Complete	
6	Planning Applications	
	Review decisions since last meeting and recommendations from the Planning	
	Committee. Cllr Shah had provided notes as follows:	
	1.1. Community Governance Review Romsey – This is ongoing and Cllrs should raise any	
	points for input with the Planning Committee if they wish.	
	1.2. Draft supplementary planning document for the New Forest - This is ongoing and Cllrs	
	should raise any points for input with the Planning Committee if they wish.	
	1.3. Updates:	
	1.3.1. 21/03028/FULLN Conservation and Ecological Enhancement Scheme. Still no	
	decision but: TVBC conservation – object; Natural England - require further	
	information; Environment Agency - object.	
	1.3.2. 21/01636/FULLN Poplar Vale. No decision but TVBC ecology - object.	
	1.3.3. 21/02838/TPON 8 Brook Way AV. Works to Horse Chestnut (T1). No update	
	1.3.4. 19/00133/FULLN (Condition no. 5) Appeal successful, Balksbury House,	
	Balksbury Hill. Use of different roof tiles, PC did not submit an opinion.	
	1.4. On circulation:	
	1.5. 21/03515/FULLN Rear single storey extension, 4 Manor Rise.	
	2. Discuss Consultation Response on Proposed revision of Local Information	
	Requirements for the Validation of Planning and related Applications. (Closes 28 Dec	
	21). No comments were raised for input to TVBC.	
	21). 140 continents were raised for input to 1 VDO.	

Details of all planning applications may be seen through the village website Planning Tracker at https://www.hugofox.com/community/upper-clatford-15048/planning-tracker/ or on the TVBC website https://www.testvalley.gov.uk/planning-and-building/viewplanningapplicationsonline.

- 7 Borough Councillor to provide a monthly report
 - 1. Cllr Flood had provided a report by email to all Cllrs which is summarized below:
 - 1.1. The Andover Chantry Centre pop-up market & High Street Artisan Market. The pop-up market: artisan products by independent traders, normally takes place once a month, but there is one every Saturday in the run-up to Christmas on 4, 11 and 18 December open from 10.00am to 5pm. The final Artisan market of the year will be in the High Street on Sunday 19 December.
 - 1.2. Father Christmas visiting the Chantry Centre Andover. Father Christmas and his team of elves have made a special trip to Andover and are located close to Jenny's and Toy Arena. Families can look forward to a fun-filled experience, which will include visiting the head elf in her busy gift-making workshop, meeting Father Christmas and unwrapping a little gift. There is no need to book grotto guests can simply turn up on the day. Tickets cost £5 per child; adults do not need to pay. For opening times and dates visit www.thechantrycentre.com/chantrycentregrotto2021/
 - 2. Cllr Coole
 - 2.1. **TVBC Medium Term Financial Strategy**. TVBC is proposing to raise its element of the precept levy by the maximum permitted without a referendum. This is £5 per Band D property and commensurate changes for other bands.
 - Purchase and Consultation of Land at Bury Hill. Cllr Bennett asked if there was any
 update on this and was advised that it was not yet finalised but that TVBC would be
 engaging with Parishes, particularly Upper Clatford, once they were in a position to take it
 forward.
- 8 County Councillor to provide a monthly report Cllr Drew had provided briefing notes prior to the meeting for all Cllrs. A summary is below:
 - Grants
 - 1.1. Waste. Grants of up to £5,000 offered to help communities reduce waste Grants of up to £5,000 are available for community organisations and groups to help Hampshire's residents reduce waste and make items last longer as Hampshire County Council's Waste Prevention Community Grant Fund opens once again for applications. "Find out more at: www.hants.gov.uk/waste-prevention-community/ The deadline for applications is 5pm Friday 18 February 2022.
 - 1.2. Milestone Infrastructure and OCL have won a prestigious International Green Apple Environment Award 2021 for its new Highway Materials Recycling Facility, which came into operation in Summer 2021. https://www.hants.gov.uk/News/20210212/
 - 1.3. Funding for community climate change action. Hampshire County Council has welcomed news of a successful bid for over £205,000 from the Government's Community Renewal Fund, which will enable the Authority to expand its work with communities to reduce carbon emissions and adapt to climate change. HCC's priority for this latest funding award is to invest in communities and place. Community groups have a huge role to play in tackling climate change. With additional money, we can further our work with the Greening Campaign (GC) and Community Energy South (CES) to engage and support even more residents and communities across the county to take action at a local level to reduce carbon emissions and build climate change resilience from household to community. https://www.hants.gov.uk/News/20212511/
 - 1.4. Helping young people to get to work. A Hampshire County Council scheme, which enables young people to hire mopeds at an affordable rate so that they can get to work or vocational training, is going green with the addition of five electric mopeds to its fleet of conventionally powered bikes. The electric mopeds are now available to hirers through Wheels to Work a scheme which helps young people aged 16 to 25 years old in some rural areas of Hampshire by loaning them their own form of transport. Public transport options may be limited where they live, and they generally have no transport of their own because they don't have the money to fund this yet. https://www.hants.gov.uk/News/20211111wheelstoworkgreen
 - 1.5. Early years and special educational needs places. Hampshire County Council has agreed to take the next steps to create new places for nursery age children (two to four years old) in Poulner, near Ringwood and North Baddesley, as well as separately, in Andover, to increase the number of places for secondary school age young people (11 to 16 years) with special educational needs. https://www.hants.gov.uk/News/20211111-school-places/
 - 1.6. 20 mph Speed Limits. Hampshire County Council's Executive Member, Councillor Rob Humby has agreed to look again at the option of a 20 mph speed limit on residential streets in town and village centres. The review will be undertaken by the chairman and members of the Environment, Transport and Economy Select Committee. I will support any application which meets the criteria (once set) and on the basis the community supports it. Further details will be available soon! Cllr

- **Heslop** requested it be formally noted that Upper Clatford Parish Council has in the past requested this and continues to be in favour of its introduction in the Parish.
- 1.7. Covid-19 Vaccine. Boost your immunity this winter Hampshire County Council is lending its voice to the NHS call for everyone to 'Boost your immunity this winter' by getting the COVID-19 booster and 'flu vaccine. With COVID-19 infection rates continuing to rise across the county, eligible residents are being urged to get their booster and 'flu jabs as soon as possible. Respiratory viruses such as Coronavirus and 'flu spread more easily in the colder, wetter winter months. https://www.hants.gov.uk/News/271021winterimmunity/
- 1.8. Bus Services. County Council agrees steps to improve bus services in Hampshire County Council has made two significant decisions geared towards improving bus services in the county. Firstly, approving a countywide Bus Service Improvement Plan (BSIP) for submission to the Department for Transport and, secondly, adopting a policy that will enable the County Council, as the local transport authority, to take action when unauthorised vehicles are found using bus priority measures. The Authority's Bus Service Improvement Plan (BSIP) sets out the vision and the proposed steps that would be taken to achieve higher standards in bus travel in Hampshire. It aims to achieve a substantial increase in bus use across the whole of the county by creating the conditions that will both attract investment for bus services and infrastructure, as well as grow the number of passengers. https://www.hants.gov.uk/News/20210111busserviceimprove
- 1.9. Community Pantries. There are three pantries in Hampshire, one in Andover, providing discounted food to those in need and who sign-up. https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/connectforcommunities/communitypantries
- 1.10. Queens Platinum Jubilee. Funds are being made available to support local community celebrations. For such events the fee for road closure applications has been waived.

The Chairman thanked Cllr Drew and Cllr Flood who then left the meeting.

9 Finance:

1. To receive and approve the financial statement for 1 November 2021 – 30 November 2021 (Clerk) The Clerk had circulated the monthly statement prior to the meeting. It was noted that the bank balance at the end of the month was £43,181.43 including all earmark reserves (Playgrounds Maint, Pavilion and General).

Acceptance was proposed by Cllr D Coole and seconded by Cllr H Folkard-Tapp. Agreed by all.

2. Payments made since the last meeting (Clerk)

PV	Detail	Amount
52	Boots (Plasters - Bonfire)	£4.79
53	British Gas (Pav - Gas)	£6.88
54	C Emmett (Salary & Exp)	£372.98
55	HMRC (PAYE)	£90.60
56	SSE (Pav - El due 14 Nov)	£19.04
57	MS (MS 365 sub)	£59.99
58	HCC (St Lighting Apr - Sep 21)	£995.77
59/60 (2 Dec)	Robs Paving (Track Repair)	£1.200.00

3. To approve payments to be made.

61	HALC (Training NS)	£54.00
62	C Emmett (Salary & Exp)	£373.18
63	HMRC (PAYE)	£90.80
64	SSE (Pav - El due 17 Dec 21)	£30.92

Acceptance was proposed by Clir D Coole seconded by Clir R Bennett. Agreed by all.

- 4. **Solar Farm Community Benefit.** The Chairman gave a brief overview stating that while we continue to engage through solicitors there is no progress toward securing the funding to report.
- 5. Finance Committee Budget FY 22/23 Recommendations
 - Approval of Finance Committee Meeting 22 November 21 Minutes. [Note: Taken later during Item 17] The Finance Committee was asked to approve the minutes. Proposed by Cllr D Coole. Seconded by Cllr S Kennedy Agreed by Finance Committee Members present (SK, DC, CW). Approved
- **2. Finance Committee Recommendations**. Cllr Coole summarised the recommendations by stating that the increases in the budget and proposed precept are due to:
 - 2.1. Inflation. In general, a conservative 4.2% CPI rate was applied to the expected spend at the end of FY 21/22. Current projections for CPI in Apr 22 are at 5%.
 - 2.2. Policy on use of General Reserves. In the past use of the General Reserve has been a deliberate policy to suppress rises in precept. This has now been deemed to be an unsustainable policy and will cause a rise in precept.
 - 2.3. Earmark (EMR) fund raising. The Council needs to progressively make provision for the future asset maintenance or replacement and a new expenditure line has been recommended at £10,000 (Playgrounds EMK + £5,000; Pavilion - leave at £5,000 but cover track and car park replacement from budget line in FY 22/23; Elections EMK,

	3.	this should be raised by £1,500 to £2,500 as this is a legal requirement; Community Projects EMK+£2,000; New EMK for Asset Refurbishment (replacement fences major building structural repairs/works etc not covered by insurance. Annual allocation tbc). This will cause a rise in precept. 2.4. Trees. The budget line has increased beyond inflation to provide funding for potential Ash Die Back work and recommendations from the past tree surveys. 2.5. Sports field track and car park and boiler replacement. The suggested £10k inserted was not agreed by all the Committee and as it stands it will have inflated the budget but NOT the precept as it was ambitiously offset by anticipated income funding of £10k (100%). The expenditure figure should more properly be £20,000 to cover track and parking areas but we should only expect to offset by 50% in grants etc. Discussions. Cllrs then discussed various options due to concerns about the increase in precept proposed. Cllr Kennedy recommended that the users of the sports field, including UCYFC, should pay a regular fee and that this should be in addition to the expected contribution towards the track and car park. She stated the Finance Committee had asked the Clerk to liaise with them. Options were examined and it was agreed that a budget of £49,485 and Precept of £32,195 was necessary. Significantly, the funding line for EMKs was reduced to £7,500 (allocations will need to be re-visited by Finance Committee/Full Council) with replacement of the track and car park being deferred while acknowledging a	Clk
	4.	need to patch repair and carry-out a design and costing exercise prior to fund raising next year. Details of budget lines are at Annex A. This was formally proposed by Cllr Coole, seconded by Cllr Bennett and agreed by 8 with 1 abstention. Parish Appetite for Project Expenditure. In view of this increase in precept, Cllr Eyre proposed undertaking a survey to establish the appetite of parishioners for (funding) future	CCE DC/RB
		projects. Cllrs Coole and Bennett offered to assist with the draft document.	
10	Pla 1.	ying Fields To report the Monthly Monitoring of Play Park Equipment 1.1. Balksbury Playground. As Cllr Wilson was absent, the Clerk was requested to confirm with him the date of the last inspection and the state of the equipment. It was noted that he had suggested by email jet washing the wet pour surfaces and	Clk/AW
		servicing/lubricating swings and seesaw where possible. Cllr Bennett offered to see if self-help lubrication of swings in both park and greasing of the whirligig in AVPF was a more cost-effective option before the Clerk sought quotes. 1.2. Anna Valley Playground. Cllr Williams reported that she had not yet inspected the equipment this month due to the weather and agreed to confirm with the Clerk when	RB CW
	2.	she had done so. Sports Field 2.1. Track Short term repairs in front of the pavilion have been completed and a TVBC Community Grant secured to assist with funding. In the longer term it was agreed to: 2.1.1. Engage a Civil Engineer to survey and design a track and carpark this FY or early next FY to allow: 2.1.2. Tendering/costing in summer 22 for work in early FY 23/24 and fund raising. 2.1.3. Patch repair as necessary in summer 22. 2.2. Boiler. It has been recommended that the boiler be replaced soon but no decision was made on this.	
11		es and Open Space Clir Bennett reported that a fallen tree had been cleared from footpath 3 and that the Conservation Group has returned to Footpath 2 (Cycle path from Andover) to clear ivy from trees. He had met with TVBC regarding the Hornbeam on The Green which will be planted shortly.	
	2.	AVPF Tree Works . The Clerk reported that due to the recent high winds the contractor has been busy and aims to deal with the diseased trees by the entrance before Christmas and the remainder in early January 22. We await more detail on the diseased trees to decide on tree 2 and use in our notice of felling.	
12	Fo c 1.	otpaths Highways and Pillhill Brook Clirs to report any footpath See item 11.	
		 Road Safety 2.1. Twyford Parish Council '20 is Plenty' HALC Proposal. Cllr Heslop recommended support this initiative and engage with HCC when appropriate for the parish roads. 2.2. Speed Monitor. The Speed monitor is currently on Foundry Rd. Cllr Williams reported that K Williams was having problems with the tablet and had not yet got the statistics. It was recommended that a 6-monthly analysis of statistics be undertaken when available. 	
	3. 4.	Report any street lighting issues Nothing reported. Pillhill Brook Cllr Heslop reported that the next meeting of the Forum will be in late December or early January. He also commented that a recent electrical power failure in the Anna Valley / Little Ann area had knocked out the pump at the WPS leading to a backup of drain water and flooding in Kingsmead. S Water have now put a generator at the WPS.	

External Committees and Events Report on changes to the website - General updating continuing with several news items and events posted. 2. Cllr Kennedy to report of upcoming events at the Village Hall There will be a film in January 2022, but details are not yet available. There will also be the following Winter Lectures: 2.1. 31 January 2022 - Blick Mead: Exploring the first place in the Stonehenge landscape by Dr David Jacques. 7 February 2022 - A life of Service to Queen, comrades and country by Lieutenant General Sir Freddie Viggers KCB CMG MBE DL 2.3. 14 February 2022 - Re-shaping the future of UK farming by Dr Alison Field Details can be found on the website Events page https://www.upperclatford.com/community/upper-clatford-15048/events/ Clirs to Report on other meetings Nothing reported. 14 Correspondence and E mail 1. 12 Nov. TVBC. Community Governance Review - Romsey Parish (Romsey Town). Extended boundary consultation will begin on Friday 12 November 2021, and run for 11 weeks until 28 January 2021. 2. 12 Nov. TVBC Planning. Draft New Forest SPD Consultation 3. 15 Nov. TVBC. TVAPTC - Draft New Forest SPD Consultation 11 Nov - 10 Dec 21 https://testvalley.gov.uk/planning-and-building/planningpolicy/supplementary-planningdocuments 19 Nov. Sawscapes. Does your Play Area need an Inspection? Copied to AW and CW 25 Nov. CE TVBC (via PH). Letter re Cowdown Renewables Limited - Solar Farm, Andover 26 Nov. E Horbury. TVAPTV meeting - 25 November 2022. Chairman's post meeting notes and HALC AGM papers 26 Nov. TVBC. Register of Electors - confirmation of recipient email. Confirmed 26 Nov. HCC. The Greening Campaign - sign up forms. Copied to Cllrs. 24 Nov. HCC. Invitation - Parish and Town Council Event on Tuesday 7 December 2021 Sent to Cllrs. 10. 29 Nov. HCC. CANCELLATION: Parish and Town Council Event on Tuesday 7 December 2021 (Omicron risk mitigation) 11. 30 Nov. HCC. Follow up email including slides from Community Preparedness Event held on 9th November 2021 12. 1 Dec. HCC (JH). Street Lights. Explains reason for increase of 30% in cost of energy in Oct 20 and reasons why old parish lights are not adopted by HCC. Copied to Fin Ctee. 13. 1 Dec. TVBC. Councillor Community Grant Scheme 2021/22 - CCGS25\100069. Grant 14. 2 Dec. TVBC. Register of Electors for Test Valley Borough Council 2021 (UC only) 15. 3 Dec. TVBC. TVAPTC Minutes from 25 November 2021. Copied to Cllrs 16. 6 Dec. Parishioner (CH). Trees. Please investigate possible dangerous trees at the back of Brook Way. Not PC land. Called to discuss ownership. **Projects** 15 The Queen's Platinum Jubilee 2022 - Cllr Eyre stated that C Barlow had volunteered to Chair a Committee of local volunteers to develop a community celebration plan. Cllr Eyre would act as liaison with the Parish Council. Chalk Pit Lease Work on the sub-lease was delay while ANT changed their solicitor acting on 16 this to Bull & Co. The sub-lease is expected shortly. ANT have confirmed an interest in continuing on the site with a new five-year lease starting December 2022 and agreed next summer would be a good time for the Council to send in a surveyor to carry out a report. 17 Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 12th January 2021. The Clerk requested these be in soonest as he anticipated publishing the agenda before Christmas due to uncertain travel plans 1. Pre-meeting talk by History of Farleigh School buildings by Alison Field (Farleigh School 2. Footpath to Goodworth Clatford - Cllr Eyre 3. Parish Budget/Precept Survey - Draft Document

The Meeting Closed at 9.45pm

UPPER CLATFORD BUDGET & PRECEPT FY 22/23		
Expenditure	Agreed	
Office Expenses	£800	
Clerk Salary	£7,020	
Training	£270	
Councillor Expense/Chairman's Fund	£208	
Legal Fees	£2,000	
Insurance	£1,205	
Audit Charges	£468	
Section 137	£150	
Grounds Maintenance	£9,000	
Footpaths	£100	
Tree Maintenance	£7,800	
Dog Bins	£1,644	
Street Lighting	£2,272	
Pavilion(running costs)	£728	
Sports Field (GM)	£2,100	
BBPF and AVPF	£520	
Subscriptions	£700	
Events/Election – Projects - Website	£0	
Pavilion (Essential Maint)	£5,000	
Reserves Funding	£7,500	
TOTAL EXPENDITURE	£49,485	
INCOME		
Precept (See Below)		
Bank Interest	£3	
Ant Structures Rent (Contract Rate)	£11,335	
Grants (Projects)	£2,500	
Website Sponsorship	£0	
Pav. Running Cost Contributions	£0	
Section 106 Contributions	£0	
VAT Repayment	£3,255	
Transfer from Earmarks	£0	
Village Hall (Grass)	£198	
Total Income	£17,291	
PRECEPT NEEDED	£32,195	
TOTAL INCOME	£49,485	
Band D Dwelling Costs . At the meeting the cost per household was considered using the 20/21 tax base of 645 dwellings. This would have resulted in a Band D annual cost of £49.91. [Afternote: On 13 Dec 21, TVBC issued a revised tax base of 650 band D dwellings for FY 22/23 which reduces the Band D cost to £49.53 (Calc = Precept /650 = £49.53) and increase of £24.62 pa.	£49.91	