

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 9<sup>th</sup> November 2015 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman)  
Allan Clark, Pete Edwards, Martin Hatley, Julian Jones, Graham Roads, David Stevens and Julie Trotter

### 2308 Attendance and Apologies for Absence

Apologies had been received from PCSO Jo Cole. Council noted and approved Miss Rothwell's absence.

### 2309 Minutes

The minutes of the meeting held on Monday, 12th October 2015, having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2310 Matters Arising from the Minutes

There were no matters arising.

### 2311 Declarations of Interest

There were no declarations of pecuniary, or personal, interests.

### 2312 Public Participation

No members of the public were present.

### 2313 Ampfield Recreation Ground

#### 2313.1 Maintenance items and inspections

Maintenance was minimal during the winter months and the playground inspections had been reduced to one per fortnight. A parishioner had requested that the ban on dogs on the Recreation Ground be removed once the cricket season was over. Martin Hatley pointed out that some beaches allowed dogs in the winter months and this appeared to work well. Initial thoughts were that there were enough places to walk dogs in the parish including Chapel Wood,

Wingham Lane and woods at Knapp Lane. Also it was intended to allow dogs on the new village green at Morleys. The majority of councillors were not in favour of the amending the present policy.

(**Afternote:** following a second, similar request from another parishioner it was decided to put the subject on the agenda for the February 2016 meeting for consideration and invite the parishioners concerned to come along.)

#### 2313.2 Taking forward the new pavilion project

Allan Clark had issued a paper which made proposals for taking forward the new pavilion project on the Recreation Ground. He ran through the key elements of the paper including the poor facilities currently available to the cricket club, the need to move the playground and the requirement for a parking area. The proposals to research the provision of a new pavilion on a design and build basis, and to form a group to deal with potential contractors and grant applications were accepted. It was also agreed that advice would be sought from Borough and County Councillors. It was noted that any new pavilion was not intended to be an alternative venue to the Village Hall for room hire. Target opening date was Spring 2017. Martin Hatley advised that if funds were not to be used for their original purposes, and the agreement of the developer was acquired, S106 monies could be allocated to a different category. For example, if the railings intended for the stretch of pavement along the A3090 from Morleys Lane to Knapp Lane were not to go ahead then the funds could be transferred to other transport projects such as a cycle way. All proposals, plus the need for any amendments to the original planning permission, were agreed.

#### 2314 Chapel Wood

##### 2314.1 Friends of Chapel Wood and Work in the Woodland

Worked continued in clearing the pond area of unwanted vegetation and saplings in order to re-instate the view from that part of the woodland to St Mark's Church. It was intended to have a bonfire in November or December, depending upon the weather, to deal with the piles of arisings. It was agreed that Ampfield Parochial Church Council could hold their "gathering the greens" event in the woodland.

##### 2314.2 Burial Ground

The cutting-back of Rhododendron would continue on the left hand side of the Burial Ground. Council agreed to get a fresh quote from Itchen Valley Trees for shredding. Agreement had already been given to a quote of £440 for clearance of roots and other unwanted vegetation from the extreme left hand side of the Burial Ground. Council agreed to the purchase of around a dozen box plants to replace losses in the cruciform hedge; cost would be approx. £60.

## 2315 Financial Matters

### 2315.1 Accounts for payment

It was proposed by Julian Jones, and seconded by Graham Roads that the following accounts be paid:

<b>Cheques to be signed at meeting</b>	<b>£ inc VAT</b>
Office Expenses 15 September - 9 November 2015	63.89
DekGraphics @ the Printroom- 730 newsletters	182.00
Konica Minolta - copier hire	128.88
Konica Minolta - copies taken	7.33
D Matthews- November Salary	581.93
HM Revenue & Customs- November payments	152.48
D Matthews- December Salary	581.93
HM Revenue & Customs- December payments	<u>152.48</u>
	<u>1850.92</u>

### **Payments made between meetings**

There were no payments made between meetings

### 2315.2 Receipts and anticipated payments

Receipts for November had been small at £17.04. It was concluded that a £15 payment from a local company had not been intended for APC but was payment to the Parochial Church Council for advertising space. The Clerk would advise the company concerned. The bank accounts at 9<sup>th</sup> November stood at £53,612.36 of which £33,250 was in named reserves. Council noted the bank reconciliation for October 2015. Budget & actual expenditure figures had been issued prior to the meeting. Expenditure for the year to end October was approx. 54% of budget (excluding the purchase of the second defibrillator for which funds were received in the previous financial year). Portfolio holders would review payments in early December, forecast expenditure to the year end and make a provisional budget for 2016/17 for Council to consider at the January meeting. Council noted and approved the expenditure related to the supply of electricity to the defibrillator outside the Village Hall.

### 2315.3 Finance Strategy

Graham Roads had revised the Financial Strategy paper which he had issued to members in October. The paper concentrated on proposals for the management and investment of, and the accounting for, the S106 monies relating to the development of Morleys Green. APC had committed itself to service and maintain the open and wooded areas surrounding the residential site including

allotments, carparks, play areas and perimeter boundaries. Proposals included the need to follow Government guidance on local authority investments which advised a conservative approach, to “ring fence “ the monies on receipt and to record and track separately expenditure on Morleys. Additional and separate interest-bearing accounts should be opened to maintain clarity and to ensure the protection of the Financial Services Compensation Scheme. The Strategy would be reviewed after 12 months. Members voted 7:1 in favour of the proposals. Allan Clark voted against.

#### 2315.4 Pensions & payroll options

The Chairman had issued an options paper prior to the meeting setting out Council’s obligations under the new workplace pension legislation and making recommendations on how best to take it forward. Given the personal and sensitive nature of the discussion the Clerk left the room at 7.40pm. Council agreed to accept the recommendations which provided for any pension scheme to be offered from April 2016 (rather than the later, mandatory date of April 2017), that the whole salary be used for pension purposes, that any scheme move to full payment without staging and that the government’s NEST scheme be adopted as pension provider. It was agreed that the manual payroll system would continue. It was noted that the estimated annual cost of the pension scheme would be in the region of £270. The Chairman would write to the Clerk setting out the agreed provisions.

#### 2316 Village Hall - progress

2316.1 The purchase of the Village Hall was nearing completion. Members of Ampfield Parish Council (APC) had had a productive meeting with officers of the Village Hall Management Committee (VHMC), a note of which had been circulated to all Members. Bryan Nanson had issued a paper prior to the meeting which outlined the current situation and sought confirmation of the expenditure involved. The meeting went into closed session for commercial in confidence reasons at approx. 7.50pm.

#### *2316.2 This paragraph is commercial-in-confidence*

The meeting returned to open session.

2316.3 Martin Hatley had spoken to the TVBC valuer and their lawyer. Confirmation was needed that the assets of the Ampfield W.I. had been transferred properly to the county association before the Ampfield branch ceased to function. Clarity about ownership was essential. The lease was considered to be of value and the VHMC would have to be convinced of the advantages in surrendering it. The Charity Commission would also want to be convinced. Once the TVBC lawyer had reviewed the existing lease any deficiencies could be identified and improvements suggested. These might include a longer term for the lease. It might be sensible to separate the Trust Instrument from the actual lease.

These issues should be taken to the Charity Commission first. The lawyer's observations would be available shortly.

2317 Correspondence and Communications

A list of items received on paper and electronically is at Annex A.

Items on the list of communications which needed further discussion had been included under agenda items.

2318 Reports from Portfolio Holders

Martin Hatley had arranged for Wolfgang Bopp of the Harold Hillier Gardens to be the guest speaker at an Ampfield Countryside Heritage Area (ACHA) talk scheduled for 7<sup>th</sup> March 2016 at the Village Hall. The event would be publicised in the December Messenger. The Boxing Day Walk would go ahead as usual. Graham Roads had had discussions with TVBC's Tree Officer Team about the need to protect a number of trees planted around the heritage area. It had been noticed that a tree had already been damaged near the entrance to the paddocks opposite the Potters Heron.

Pete Edwards would attend the Economy Transport & Environment event held by Hampshire County Council (HCC) on 11<sup>th</sup> November 2015. Subjects to be covered would include HCC cost saving targets and the possible impact of the Hampshire & Isle of Wight devolution proposals. The disappearance of the Chapel Hill road sign had been reported to Highways. Martin Hatley thought that there were probably 6 wooden road signs around the parish which had either disappeared or were in need of repair. The wood had rotted; recycled plastic was the likely replacement material.

There was little to report from the Local Action Group except the theft of sanitary ware from the Morleys site.

2319 Planning update

Allan Clark thanked everyone for their input to the considerations about the planning application for a dwelling on Land adjoining Hook Wood, Hook Road. The decision on the application for a gypsy site on Land to the East of South Holmes was awaited.

2320 Morleys Development – including allotments

Now that councillors had been able to get on site at Morleys it was clear that the initial figure of 20 plots had been optimistic. Perbury had agreed to move some of the hedging to outside the allotment perimeter to save space. After the paths through the centre of the area, and those needed to mark out individual sections, had been laid it would be easier to calculate the number of plots available. Once the allotments had been established for a period and were working well, any need for additional plots could be addressed. Council agreed the timeline of events which meant that applications would close on 31st January 2016, plots would be allocated on 8<sup>th</sup> February, payments would be due by 19<sup>th</sup> February and allotment holders would be on site by 20<sup>th</sup> February.

Julian Jones and David Stevens would consider how best to conduct the draw to identify those who would get a plot and how the waiting list might be drawn up and used. They would then get on site, take measurements and fix the plot dimensions. It was agreed that the Clerk would write to the 23 parishioners who had registered their interest and let them know about the time scale and the need to draw lots. The Chairman had met with representatives of the TVBC Ground Maintenance Team to establish what needed to be done to keep the Morleys site in good order. It was expected that the developer would be ready to leave the site early in the New Year and hand it over to APC.

2321 Parish Assembly

The date for the 2016 Parish Assembly was confirmed as Monday, 25<sup>th</sup> April.

2322 Remembrance Sunday

The Chairman thanked Pete Edwards and Graham Roads for sorting out the road signs ready for the Remembrance Day ceremony. The War Memorial garden, which had been maintained by Mr & Mrs Butcher for several years, had looked lovely as usual. They had indicated earlier in the year that they would not be able to continue with the maintenance work and so Council would need to make other arrangements. Graham Roads kindly offered to take on the work. It was agreed that the Chairman would write to Mr & Mrs Butcher on behalf of Council to thank them for all their hard work.

2323 Test Valley Borough Council

Martin Hatley had had an informative and helpful meeting about land supply with Brandon Lewis, Minister of State for Housing & Planning. The key issue was that the process could be manipulated by developers who get permission to build but do not complete the project and then continue to acquire new sites. It was important to protect Test Valley from unwanted development. The planning portfolio at TVBC had been split so that he could concentrate on policy and housing numbers. Funds leftover from the building of the footbridge on Baddeley

Road could be used for “dropped kerbs” and to sort out some problems by the bus stop where the road had sunk and often filled with water. Cllr Hatley also gave an update on devolution issues.

2324 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 11th January 2016 at 7pm in the Village Hall, Ampfield.

2325 Closure

The meeting closed at 9.00pm.

**Chairman**.....

**Date**.....