

## **Minutes of the Amport Parish Council meeting held on Monday 18<sup>th</sup> October 2021, 7.30pm at Monxton & Amport Village Hall**

Present: Cllr C Harris – Chairman, Cllr S Coke - Vice Chairman, Cllr A Montagu, Cllr T Grimshaw, Cllr Mrs T Hawkings-Byass, Cllr W Hawkings-Byass, Cllr Mrs S Richardson, Cllr Mrs D Stephenson & Cllr Mrs S Baker.

Also present

Mr T Hartigan (non voting member)  
Test Valley Borough Councillor Mrs Maureen Flood  
Heather Bourner – Parish Clerk  
Two members of Upper Clatford Parish Council  
0 Members of the Public

### **1 Apologies:**

Apologies for absence had been received from TVBC David Coole, HCC Chris Donnelly & Caroline Unwin-village correspondent.

### **2 Declarations of Interest**

There were no declarations of interest.

### **3 Public Participation**

No public were present.

### **4) Presentation regarding neighbourhood plans.**

Two members of Upper Clatford Parish Council attended the meeting to share details of their experiences while creating a neighbourhood plan.

They confirmed that after gathering evidence from the whole community about what they wanted in the parish a decision was made to draw up a Neighbourhood Plan which would sit alongside the TVBC Local Plan and be considered by the planning authorities when planning applications are made. They already held a Village Design Statement which was updated although this is a supplementary document and while it can be considered alongside planning applications it does not carry any legal weight.

They said while there was considerable work to do to complete the plan it was a very valuable exercise. One highlight was engaging with the community, finding out what the local community wanted and establishing the skills base within their community. It was essential to have good communication streams such as an up-to-date website, social media pages and digital survey programs. It was essential that a large percentage of the population engaged with surveys to produce informed outcomes. They had taken advice from other Parish Councils who had completed a plan and also were supported throughout the process by TVBC. They said that they had initially experienced some resistance from a small group who did not want to engage with the process and had also started by attempting to carry out all the work needed themselves. This had proved very difficult and subsequently a consultant was engaged with funding available via grants to meet costs. They recommended a consultant be engaged from the outset who, along with TVBC will guide the entire process.

The process had taken three and a half years to complete but had been hindered by the pandemic. The result was a plan guided by parishioners which protected open spaces which they valued and gave details of the sort of building they wanted to see in the parish to inform any planning applications submitted.

Cllr Stephenson thanked the representatives for their overview. They offered to attend any public meetings in Amport if a decision was made to draw up a plan.

Following this a full discussion took place about next steps and all agreed in principle to start the process when it was imperative that the Parish Council engage with all parishioners across the entire parish. Cllr Stevenson agreed to approach a recommended consultant to discuss the next steps and will report back to the November meeting of the Parish Council.

### **5 Minutes of previous meetings & matters arising**

**Resolved:** The minutes of the meetings held on 20<sup>th</sup> September were confirmed as a correct record and signed by the Chairman. Proposer Cllr Coke seconded Cllr Baker. All in favour.

## **Matters arising**

A request had been received from the church for a financial donation toward the purchase of a new lawnmower. Work is ongoing to engage with the community and obtain funding from various groups.

The appointments committee have met and produced an advertisement for the current vacancy for a Parish Councillor. The advertisement has been posted to the website and on notice boards around the parish. It is hoped co-option can take place at the November meeting.

Cllr Harris confirmed the Village Hall Management Committee were working on obtaining quotes for the required works now that the CIL funding had been approved. Dates for demolition are not yet known. The oil tank has been condemned and subsequently the boiler that provides heating cannot be activated. Temporary space heaters are available. After a short discussion it was agreed to hold meetings in 2022 at the Sea Scout Hall in East Cholderton. The Clerk will arrange this.

The owners of The Hawk are working with the Parish Council and HCC Highways to improve the parking available at the pub. There are proposals to create further parking on the green area on the opposite side of the road, on land which they own.

Cllr Harris confirmed several households have signed up to the proposal to upgrade the broadband provision for those households on the Abbotts Ann exchange. It is hoped the same will be available to those on the Weyhill exchange in due course.

## **6 Specific reports**

**Principle & Process-**Cllr Coke confirmed he had reviewed data protection, data breach, GDPR privacy statement & complaints policies. These had been circulated to all Councillors. Cllr Baker proposed all these were adopted; this was seconded by Cllr Harris. All in favour.

He had also reviewed the new standing orders and finance regulations which are based on NALC models and the Cllrs Model Code of Conduct which is a national document. Cllr Harris proposed these be adopted which was seconded by Cllr Stephenson All in favour

**The Fen & Green- Cllr Harris** reported that a volunteer has stepped forward to help with the Watercress & Winterbournes project to enhance the biodiversity in the fen and along the Pillhill Brook. Cllr Richardson proposed planting a quantity of daffodil bulbs on the village green which was agreed. She reported some benches need repair and Cllr Hawkings-Byass agreed to carry out these repairs. He has repaired the goal mouths and reseeded the damaged areas, he has also repaired the goal posts but confirmed new nets will be required.

**Communications Cllr Baker-** reported information is going on the current website but that the new PC website is now being built. She said the Parish magazine is seeking more information for its publication and proposed that all councillors write a small profile regarding themselves which can be published and also be added to the new website in due course.

She also proposed holding parish surgeries perhaps at local cafes. Cllr Baker will organise a date and location for November, Cllr Harris will also attend.

**Footpaths- Cllr Mrs Hawkings-Byass** confirmed all paths were in good order and one blockage on the footpath near the A303 has now been cleared.

**School Liaison – Cllr Baker** said she is working with the school and the PTA to set up initiatives to get the school involved in the community. She said the school wish to create a garden in the informal allotment area of the graveyard and will be seeking support from the Church and Parish Council with this initiative.

**Highways –** There were currently several issues in the parish, speeding, parking at school, and parking at The Hawk. Currently this responsibility is vacant but will be reconsidered after co-option of a new Councillor. In the meantime, Cllr Grimshaw proposed he carry out some work to develop a business case for installing temporary speed signs in the parish which would gather speed and traffic volume data. The project is likely to cost £5000 in the long term. Consultation with the community about proposed sites would be needed and then HCC will have to consider these during a site visit which costs £250.00. Cllr Harris seconded the proposal. All Councillors were in favour.

## **7 Southern Water over pumping & water quality**

Cllr Grimshaw had circulated a full report which can be viewed on the Parish Council pages of the community website and can be seen at appendix 1

## **8 Solar Farm Plans**

Cllr Montagu confirmed discussions regarding the financial community benefit from this scheme are taking place between the developers and the three Parish Councils affected. An offer has been made however this is less than expected and negotiations are now taking place.

## **9 Avenue of Trees**

Tim Hartigan reported on the quote received from the company who will supply the trees. The quote totals £15,616.50 and is for the supply and delivery of the trees for the community to plant. The committee will meet shortly to review progress and finalise a plan for funding and planting which will be communicated to the community.

## **10 Clerks report**

The Clerk confirmed she had started work to create a dedicated website for the Parish Council. Cllr Baker was gathering photographs and all documents will be posted in PDF format. The hosting company will need to connect the completed website to the domain name owned by the PC. It then becomes a live Parish Council website hosted on the server at the IT company. GDPR consent is required by the Clerk from every councillor before any information can be published.

Dedicated email addresses have been set up for all councillors. All had been able to access these and it was agreed Councillors will use this service for all Parish Council correspondence once the new website is live.

After some difficulties HMRC have finally provided the necessary access codes and all required submissions have now been made.

HALC have confirmed they can deliver training to the whole Parish Council. A session from 10.00am to 2.30pm would cost £800. Individuals attending a specific course would be charged £95 each. It was agreed a course should be set up early in the new year.

She confirmed she had contacted the local PCSO requesting he visit the school to view issues with parking at school drop off and pick up times. He confirmed he has recently written to all schools introducing himself and plans to visit all those for which he is responsible which includes Amport. He will address this issue at this point.

Potential meeting dates for 2022 were discussed. To avoid Easter, it was agreed the April meeting should take place on Monday 11<sup>th</sup> April. The Annual Parish meeting will take place on the 16<sup>th</sup> May and follow immediately on from the AGM.

It was agreed there will be no meeting in December 2021.

Finally, she confirmed that in line with her contract hours worked had been recorded for the first three months of employment. Average hours working in the period equated to 32 per month. Cllr Grimshaw proposed additional hours worked above the contracted 26 should be paid now which was seconded by Cllr Coke. Cllr Baker proposed the Clerks paid hours should be increased to 32 per month to reflect the additional work carried out. This was seconded by Cllr Coke. All In favour. The situation will be kept under review.

## **11 Queens Platinum Jubilee 2022- Planning Celebrations**

Cllr Richardson reported lots of people in Amport and the surrounding communities have expressed interested in organising events to mark the Queens Platinum Jubilee. These events can be supported by the Parish Council. It is hoped a grant from TVBC will be available. Details will be published in due course.

## **12 Finance**

The bank balance as 30/09/2021 was as follows:

Lloyds treasurers £16665.79

Lloyds deposit £12220.95

### **Payments**

**Resolved:** that the following payments be approved,

H Bourner salary	£299.92
HMRC	£75.00
H Bourner exp.	£68.03

H Bourner add hours	£204.76
HMRC	£51.18

Retrospective

Ray Welch	£267.00
Electric DD	£6.66
Business stream	£25.98

### 13 Borough & County Councillor Reports.

HCC Chris Donnelly had sent apologies as had TVBC David Coole.

#### TVBC Councillor Maureen Flood reported as follows

Waste Collection

In the coming years, the landscape of waste collection systems across Hampshire and indeed across the country will see considerable change. On Tuesday, October 19th, Test Valley's Cabinet will consider a proposal to change our waste and recycling collections that will see glass, most plastics and food waste collected from your bins by the end of next year.

TVBC: Andover cultural regeneration plans

Proposals approved at a 29th September cabinet meeting will see TVBC invest more than £200k in town centre events over an initial 18-month period. The Council will work closely with partners to drive up footfall to support businesses and encourage economic recovery post-pandemic, paving the way for the upcoming town centre regeneration following the adoption of the masterplan in 2020.

Finally, she confirmed individuals can now visit any HCC waste site more than once a week so long as an advance booking is made.

#### 14 Planning

The following decisions by TVBC were noted:

21/02346/TREEN- tree works the Bothy, Furzedown Lane-no objection

21/02410/FULLN-replace fire damaged dwelling, West View, Sarson Lane- permission

**Resolved:** that the planning advisory committee's approval on the following applications were endorsed:

21/02643/AGNN- prior approval for reservoir, Pig Field, Fox Estate- request for application be made

20/02738/FULLN-erect 3 Bed house, Two Hoots, Dauntsey Lane -no objection

21/02629/VARN-variation of approved application 2-5 Amesbury Road, Weyhill- no objection

21/02669/FULLN- two storey extension, Morelands, Cholderton Road- no objection

21/02757/TREEN- tree works Filed House, east Cholderton-no objection

21/02765/FULLN- erect detached garage and garden store-White Cottage, keepers Hill – no objection

#### Update on Amport House

Cllr Harris reported Another Place have now met with Monxton Parish Council to discuss concerns. They have engaged a new transport consultant who has been briefed to complete the necessary work to respond to the detailed feedback received from both the local community and Hampshire Highways. Work to complete this exercise will mean the planning application is likely to go before committee at TVBC in January 2022.

#### 15) Any other business –

None

#### 16) Date of next meeting

The next meeting will be on Monday 15<sup>th</sup> November 2021, 7.30pm at Monxton & Amport Village Hall

## **Appendix 1**

### **Update -Southern Water's Operations in Amport**

#### **Introduction**

This fifth update describes plans, progress and issues since 17 September, when the last brief was posted. This month has seen real progress on electroscan surveys and repair of the network and further planning activity by SW for implementation of their 'pathfinder' project in our area. SW is clearly going through a reorganisation, which will see us have a dedicated 'network manager', which could help with planning information flows. The last week was punctuated by a 'rising main' at Little Ann Bridge and a flurry of associated activity.

#### **Progress**

- SW have surveyed 80% of public sewers and are scheduled to complete by end-Oct 21. They have repaired (lined) 55% of public sewers in our area and these are scheduled for completion by end-Dec 21; this should significantly reduce inundation entering SW's network.
- Pre-season work (e.g. groundwater site and catchment inspections, jetting to clear pipes, WPS equipment maintenance) continues. Such preparation identified a 'rising water main' (leak) at Little Ann Bridge, close to the river. This necessitated the extensive use of tankers for several days, for example at the end of Wiremead Lane in Amport, causing significant temporary disruption on our roads and to residents nearby the works. The repair necessitated the removal of plant and the demolition of a small building. Repairs were effected such that tankering stopped on 15 Oct 21. APC used Facebook to let the 'connected' community know of the temporary work. SW has been advised that for such activities, the community need to know: the issue; the work SW (or others) are undertaking to effect repairs and the impact this may have on the community; the length of time required to complete; and the contact for information or complaints. The Communications Plan will need to be amended by SW.
- SW and the EA have nearly completed the second draft Fyfield Infiltration Reduction Plan (IRP), for review by PCs shortly.

#### **Plans**

- Groundwater reports show that water levels bottomed out recently and are now starting to rise again, after recent heavy rainfall; this leaves us vulnerable to disruption from tankering, perhaps from end-Nov 21. We continue to work with SW to monitor these reports and their predictions for intervention.
- Planning has been advanced for temporary works to reduce disruption at the Mullens Pond site on Wiremead Lane, for example, fencing increased in height to reduce light pollution and noise, and the site connected to mains electricity by end-Dec 21. However, it is now clear that these works will not be completed by end-December (e.g. a lay-by to take tankers off the road and avoid traffic lights).
- The scope and timing of other rehabilitation work (further lining of pipes) will be determined by the surveys. SW has been asked to discuss lining activity with the PC before they are undertaken; this appears to have worked well at Kimpton, where such work is currently underway. APC will discuss this with the Network Manager in the coming days.

- Internal restructuring of SW will affect the way we interact with SW; details are not yet clear. They will have a Network Manager' (Sam Cooper) in place on 18 Oct 21; once we've discussed his role with him, no doubt the effect of the changes will be clearer.
- SW intend to issue a newsletter shortly.

## **Issues**

- SW are committed to describing proposals for sealing of private properties sewage arrangements to seal laterals, a necessary addition to reducing inundation of public pipes. Progress here is painfully slow, currently locked in internal SW discussion over the legal situation.
- The IRP development is critical to maintaining the regulatory framework for SW's operations; completion of the IRP by end-Oct 21 to a standard the PC considers 'fit for purpose' is assessed as unlikely; we continue to work with SW and the EA across the seven parishes to get this right.
- We intend to get the Hampshire County Council Highways (key to resolving surface water inundation of SW's system from the carriageway) and Fyfield Parish Council (who are not yet included), involved in the PPF to mutual benefit; their engagement has not yet been achieved.