

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 9th March 2015 commencing at 7.15pm.

PRESENT: Miss M.I.Rothwell (Chairman) – Presiding
Mr E. Butcher, Mr A.Clark, Mr P. Edwards,
Mr. M.D. Hatley (from para 2206.3) Mr J. Jones,
Mr B.W. Nanson, Mr G.C.A. Roads and Mr D. Stevens

2199 Attendance and Apologies for Absence

There were no apologies for absence.

2200 Minutes

The minutes of the meeting held on Monday, 9th February 2015 having been circulated previously, were confirmed by the meeting and signed by the Chairman.

2201 Matters Arising from the Minutes

Clerk's Pay 2015 – amendment to minutes

It was noted that the January 2015 minutes failed to record (under para 2188 – Budgets & Precept 2015/16) that the Clerk was asked to leave the room while Council discussed salary provisions. Council agreed that, in line with the agreement reached by the National Joint Council for Local Government Services, the Clerk's salary should be increased by 2% per annum (i.e. by £188 to £8,728) with a non-consolidated, one-off payment of £40.54 due in December 2014.

2202 Declarations of Interest

There were no declarations of pecuniary, or code of conduct, interests.

2203 Public Participation

No members of the public were present.

2204 Ampfield Recreation Ground

2204.1 Maintenance items and inspections

Council had agreed expenditure of up to £200 to replace the old door on the portakabin. On examination it was clear that the door frame and the steps were rotten and presented a safety hazard, and should also be replaced. Mr Hatley had kindly donated a new door and had arranged for its fitting. Council authorized the revised costs of £220.65 (£45.65 for the frame & £175 for fitting door and frame) Mr Clark had secured 2 of the rocky posts in the playground fence. However, the posts continued to deteriorate and further work was needed; Council authorized expenditure of up to £100 for postcrete and screws. It was noted that replacement posts would need to be purchased in the next few years. Council also agreed to the purchase of grass seed and top soil, and to the filling in of rabbit holes, to keep the Recreation Ground safe and playable throughout the summer season.

2205 Chapel Wood

2205.1 Friends of Chapel Wood and Work in the Woodland

An Oak had fallen across a path in Chapel Wood and needed to be removed. A quote of between £80 and £100 had been received from Council's tree contractor to cut the section across the path and remove it. Out of 3 options to deal with a damaged Beech identified following a climbing inspection, the tree contractor had recommended that it be pollarded at a cost of £440. Council agreed to the work subject to Mr Roads seeking to combine the two jobs with an appropriate price reduction.

Council had already agreed to go ahead with the hire of a contractor to shred the piles of arisings created by the cutting back and clearance of Rhododendron ponticum at a cost of £175. Mr Roads would now fix a date to get the work done. Two signposts were in need of attention. Mr Roads would re-attach the sign that had fallen off and Mr Clark would get suitable fixings for the posts that needed attention.

2205.2 Burial Ground

There had been 12 volunteers at the February working party. Work continued to reduce the Rhododendron at the rear of the Burial Ground. The ground had been prepared so that new box plants could fill the gaps in the cruciform hedge. Once the arisings had been dealt with, work could be done by a digger on the unconsecrated strip in the Burial Ground.

2206 Financial Matters

2206.1 Accounts for payment

Council agreed the donations proposed for the Messenger and Test Valley Community Services, and authorised payments to Godwins and the Allotment Society. It was then 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)
Test Valley Community Services donation for dial-a-ride	200.00
APCC – donation to Messenger magazine	60.00
Godwins – search fees for purchase of Village Hall	118.04
Timber & concrete- maintenance work at Rec Ground – Cllr Clark	25.09
National Allotment Society subscription	66.00
Office Expenses 13 Jan-9 March 2015 – D Matthews	49.90
D Matthews - March salary	639.23
HM Revenue & Customs – March payments	<u>178.57</u>
	1,336.83

Payments made between meetings

None

2206.2 Receipts and anticipated payments

It was noted that £2090.52 S106 monies had finally been received. The bank accounts stood at £50,760.78 of which £33,250 was in named reserves. Council reviewed expenditure against outturn. Bi-annual loan payments for the Recreation and Burial Grounds, and the 2nd instalment of the TVBC maintenance contract, had yet to be paid and would noticeably reduce available funds at the year end. The order to purchase 2 defibrillators, to be placed with Wel Medical, was approved.

2206.3 Village Hall

Council went into closed session at approx. 7.45pm to discuss progress with the purchase of the Village Hall.

(Note to Councillors – the paragraph below will not appear on the public minutes listed on the website.)

The Women's Institute (W.I.) and Ampfield Parish Council had agreed a figure of £15,000, subject to contract, for the purchase of the freehold of the Village Hall. Each party would pay its own legal fees. Godwins Solicitors of Winchester had been engaged to handle the transaction. Legal fees had been estimated to be in the

region of £1,500 assuming a straightforward purchase. A grant of 50% of the price had been sought from TVBC through the Community Asset Fund. Support from the community for the purchase of the Hall needed to be demonstrated. Mr Hatley had prepared forms for Hall users and residents to add their signature. These would be made available at the Village Market and the next Heritage talk. Information had been received from the Community Right to Bid Scheme (CRTB) that the W.I. had notified them of their intention to sell the Hall to Ampfield Parish Council. The CRTB process could not be stopped. The initial 6-week period in which any intention to buy could be stated would lapse in early April. The proposed plans for the refurbishment of the Hall were discussed. The Village Hall AGM, followed by a business meeting, would be held on 23rd March 2015. The closed session ended.

2207 Parish Assembly and Newsletter

Mr Edwards had agreed to put together the 2015 spring newsletter. The cover would look similar to previous years but, by using the savings from Mr Edwards work, it was hoped to be able to have colour on the centre pages, as well as on the front and back covers, to add interest. Articles had been requested from contributors with a suggested word size to make them a little shorter than previously; there would be no columns on a page to allow more flexibility in design. At the time it looked like the newsletter would be 16 pages long, shorter than in previous years. Photos had been requested from contributors. Mr Clark would take photos of the developments at Morleys and Broadgate to see if any were suitable for the front cover.

Mr Stevens would invite PCSO Cole to the Parish Assembly which would be held on Monday, 27th April 2015. It would be helpful if she were available for the question and answer section. Ampfield Primary School was aware of the invitation to the Assembly; Mr Butcher would follow this up once their newsletter article had been received. The Clerk would approach the Parish Administrator about a representative from St Mark's. It was hoped that Cllr. Dowden would be able to attend as usual.

2208 Elections 2015

Mr Nanson and the Clerk had attended a session run by TVBC about the processes to be followed for the May 2015 elections. Nomination and consent forms had to be with the Returning Officer's team at TVBC, Andover by 4pm on Thursday, 9th April. Mr Nanson had arranged an appointment on 2nd April to deliver completed forms on behalf of councillors who were intending to stand again. This would mean that the forms could be reviewed by staff at TVBC and any omissions or errors sorted before the deadline. It was noted that councillors had access to the electoral roll of the parish for election purposes. Mr Nanson explained the co-option process should it be required. Mr Hatley advised that a boundary review was due sometime after the May elections.

2209 Correspondence and Communications

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

Miss Rothwell & Mr Edwards would attend an Economy, Transport & Environment event on 26th March and report back any items of interest to Council. An invitation had been received from the National Plant Monitoring Scheme to take part in a survey of wild plants. Mr Roads wanted to take part and monitor plants in the ACHA and in Chapel Wood. Even if the 1km square allocated to him was not within his preferred location, the experience would be beneficial. Miss Rothwell also expressed interest in the Scheme. Council agreed to publicise the Scheme and take part. Mr Roads would make enquiries about how to join.

Hampshire Association of Local Councils (HALC) had produced guidance to members of the public or press who wanted to photograph or record proceedings at any of a Council's public meetings; this was intended to form an annex to Council's standing orders. It had also produced a protocol for general publication. Council agreed to apply the guidance and protocol. Council noted that HALC had also published a members' benefits section on their website. It was agreed that Mr Nanson would respond to HALC's queries about the service. The Clerk had just received a letter from the Pension Regulator about the requirement for Council to be registered under the scheme to supply work-based pensions. It was agreed that Mr Nanson would be Council's contact with the Pension Regulator; this had to be notified by end April 2015. Key date for compliance with the scheme was April 2017. Mr Nanson would investigate what Council's responsibilities were and report back.

Following amendments to the 1972 Local Government Act there was no longer a need for Clerks to require councillors to attend meetings by signed, paper summons delivered to normal places of residence by hand or by post. With the consent of Councillors, a meeting summons could be delivered by electronic means via e-mail. The requirement to give 3 clear days' notice excluding the day of the summons, the day of the meeting and weekends, remained. Council took a vote to determine whether members were content to receive a meeting summons and agenda papers by email with immediate effect. Council voted unanimously in favour of the proposal. Standing Orders would be amended accordingly.

2210 Reports from Committees and Portfolio Holders

2210.1 Ampfield Countryside Heritage Area

A talk had been arranged with Hampshire & Isle of Wight Wildlife Trust (H&IWWT) on 16th March 2015 at the Village Hall. However, H &IWW was no longer able to provide the designated speaker; a replacement was being sought.

2210.2 Ampfield Primary School

A new Head of School at Ampfield - Catherine McElhinney - had been appointed. Pupil numbers remained strong at 51.

2210.3 Allotments & Morleys

Mr Stevens would organize a meeting with Michael O'Brien of the Perbury Group to discuss further the development of the allotments, and report back to Council.

2210.4 Planning

There was still no news about the outcome of the appeal against refusal of permission for a gypsy site on the paddock opposite the Potters Heron. Tree works at Morleys Lane was expected to begin that week; it was likely that traffic lights would be in operation. It was agreed that the setting up of an advisory group to deal with the Morleys development should be placed on the April agenda.

(All planning applications considered by Ampfield Planning Committee, and decisions relating to them, are published in planning committee minutes which can be found on the website at: www.ampfield.co.uk).

2210.5 Transport & Highways

In readiness for Braishfield Parish's withdrawal from usage of the Speed Limit Reminder (SLR) sign Mr Edwards had prepared a new schedule from July 2015 for consideration by TVBC. A meeting had been arranged with Mr Alborough, senior highways engineer, to discuss the proposed new location on Pound Lane. Mr Edwards had reported back to Mrs Goulden about the outcome of the speed survey done in Green Lane by TVBC; findings did not suggest that a speed limit reduction would be beneficial. The order for a new notice board at Flexford Close had been placed. As the hedge had to be cut before the board could be installed, Council agreed that the parish Lengthsman should be asked to quote for the work (up to a cost of £150) or have the work allocated as part of his duties during his next session at the end of April. Once the work was completed it was agreed that a note of thanks should be sent to the owners of the land on which the board was situated.

2211 Test Valley Borough Council

Mr Hatley brought members up to date with various issues in Test Valley. The Former Magistrate's Court continued to be a hub of community services in Romsey. The money received from the sale of the old council offices in Duttons Road far exceeded the original valuation. The additional money received had been used for all sorts of community improvements including the refurbishment of Crosfield Hall.

2212 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 13th April 2015 at 7pm in the Village Hall, Ampfield.

2213 Closure

The meeting closed at 9pm.

Chairman.....

Date.....