

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14<sup>th</sup> September 2015 commencing at 7pm.

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

### 2280 Attendance and Apologies for Absence

The Chairman welcomed Julie Trotter to her first meeting as a Councillor. Apologies had been received from Martin Hatley. Council noted and approved Miss Rothwell's absence.

### 2281 Minutes

The minutes of the meeting held on Monday, 13th July 2015, having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2282 Matters Arising from the Minutes

There were no matters arising.

### 2283 Declarations of Interest

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

### 2284 Public Participation

No members of the public were present.

### 2285 Ampfield Recreation Ground

#### 2285.1 Maintenance items and inspections

The cricket season had come to an end and the general maintenance of the Recreation Ground would reduce during the autumn and winter months; grass cutting and filling in of rabbit holes would now be done only when needed. Large holes to the south side of the ground, first thought to be badgers, were now accepted as being dug by foxes. The hedge along the A3090 had been cut and the

arras rails on the playground fence continued to be repaired or replaced. The second half of the new sign about the cricket club was now in place. A local business had used the Recreation Ground for a staff fun day which had been very successful. A risk analysis had been requested and undertaken.

#### 2285.2 Taking forward the new pavilion project

Allan Clark would lead in setting up a project board to take forward the building of a new pavilion. The aim was to have a pavilion ready for the 2017 season. An informal meeting had been held with the cricket club about the nature and construction of a new pavilion. Bryan Nanson and Allan Clark would sit in on a meeting arranged by the cricket club with a provider of prefabricated buildings to gain information about such structures.

### 2286 Chapel Wood

#### 2286.1 Friends of Chapel Wood and Work in the Woodland

Work had continued in clearing the pond area of unwanted vegetation and saplings to increase light and to improve the condition of the pond. Earlier photographs of the area had shown that there had been a good line of sight from that part of the woodland to St Mark's Church and it was hoped to restore it. Council agreed the proposal to seek planning permission to remove 2 large Birch trees which were obscuring the view and were not material to the woodland. The annual business meeting of the Friends of Chapel Wood would be convened shortly. The condition of fences and signs would be reviewed and repaired as necessary in September. Work on the replacement dipping platform was progressing, albeit slowly. The next stage was to cost out the job and to seek funding. Some members of the team who had worked on the original platform had been contacted and had agreed to help with the replacement.

A recent incident involving the removal of wood from Chapel Wood had been satisfactorily addressed and resolved by Graham Roads. It was agreed that, in future, removal of unwanted wood would require Graham Roads' consent and would be done preferably when the monthly working party was in attendance. Any contribution from parishioners, in exchange for the wood, would be gratefully received.

#### 2286.2 Burial Ground

Since the Burial Ground had been opened, the marking out of new graves had not always been consistently in line with existing plots. This had resulted in the divergence of rows as the left hand side of the Burial Ground had begun to fill up. The September working party would start to mark out the remaining section of the rows to bring them into line and to help ensure new graves were correctly positioned.

2287 Financial Matters

2287.1 Accounts for payment

Council noted the 6-month contract payment to TVBC for ground maintenance. The invoice was higher than at the same time last year due primarily to increased grass cutting as a result of drier weather. Council agreed to pay the mileage claim from Graham Roads which was presented at the meeting. It was proposed by Julian Jones, and seconded by Graham Roads (with the exception of the cheque for £11.25 for Mr Roads, which was seconded by the Chairman) that the following accounts be paid:

<b>Cheques to be signed at meeting</b>	<b>£ inc VAT</b>
TVBC 6-monthly ground maintenance contract	2219.12
Office Expenses 13 July - 14 September 2015 - D Matthews	15.88
G Phelps - Rec ground maintenance - 3 April - 4 Sept 2015	816.00
D Matthews- September Salary	581.93
HM Revenue & Customs- September payments	<u>152.48</u>
	<u>3785.41</u>
Mileage -Cllr Roads - presented at meeting	11.25

**Payments made between meetings**

Konica Minolta - copier hire 24/7-23/10	128.88
Konica Minolta - copies taken 24/4-23/07	5.88
C Hoare Tree Services - Beech across path	72.00
C Hoare Tree Services- crown lift Beech	432.00
TP Watts Plumbing - fix outside tap on Rec Ground	78.00
Interface (MJC) Ltd - work on PC memory problems	80.00
EPR - ecology report	352.80
BDO LLP - external audit for 2014/15	<u>240.00</u>
	<u>1389.56</u>

2287.2 Receipts and anticipated payments

Council confirmed the list of payments made between meetings. Receipts for July and August had been £2854.74 the majority of which was due to a VAT refund. The bank accounts at 14<sup>th</sup> September stood at £47,078.05 of which £33,250 was in named reserves. Budget & actual expenditure figures had been issued prior to the meeting. Expenditure for the year to end August remained modest at under 22% of budget (excluding the purchase of the second defibrillator for which funds were received in the previous financial year). Expenditure would increase in September when loan payments were due and when legal fees were paid. The guarantee

made by the Financial Services Compensation Scheme, of deposits up to £85,000 should a bank be unable to meet its financial obligations, was being reduced to £75,000 on 1<sup>st</sup> January 2016. Public authorities are excluded from this guarantee except for what is described as “small local authorities”. The Clerk would confirm with TSB if that applied to Ampfield Parish Council.

#### 2287.3 External Audit

The external auditor had returned the Annual Return and related statements without comment; that section of the document giving the auditor’s view was presented to Council who then approved and accepted the Annual Return. Notice of conclusion of the audit, together with sections of the Annual Return, had to be displayed on notice boards to advise local electors of when they could examine the accounts. The notice was put up on 4<sup>th</sup> September 2015 and would be taken down after 14 days.

#### 2288 Village Hall update

2288.1 In the absence of Miss Rothwell it was agreed that Bryan Nanson would attend the next meeting of the Village Hall Management Committee (VHMC), as Council’s representative, on 28<sup>th</sup> September.

The meeting went into closed session for commercial in confidence reasons at approx. 7.45pm.

*Please note that para 2288.2 is commercial in confidence.*

The meeting returned to open session at approx.7.55pm

#### 2289 Correspondence and Communications

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

Booklets from the Hampshire Association of Local Councils about their services had been received and distributed to members. A newsletter from Council’s insurance broker highlighting issues to be considered before the onset of winter had also been distributed. A letter from a resident, asking about the soil to be used for allotments and gardens on the Morleys development, had been referred to the Development Director at Perbury.

#### 2290 Reports from Portfolio Holders

There had been no known objections to the proposed changes by Hampshire County Council (HCC) to the junction at Jermyns Lane and the A3090 which would, amongst other things, prohibit driving in the spur between the Lane and the Straight Mile north services road. Council had been consulted about the

changes and had supported them, and had also lobbied for some sort of refuge for pedestrians at that very difficult junction. Putting the plans into action was a long process and no work was expected before early 2016. Pete Edwards would get some feedback from local residents about the placement of the Speed Limit Reminder sign at its new location in Pound Lane.

A complaint from a resident about overgrown hedges and shrubs encroaching on the footpaths around Hocombe Wood Road and Hook Road had been investigated by Pete Edwards. As these were private gardens the responsibility lay with the householders and there was little Highways could do about it. Pete Edwards would meet up with the resident concerned and discuss it further. A questionnaire from HCC about the Lengthsman scheme, and how users would react to cuts in financial support, had been completed. It was confirmed that Council would continue to use any reduced scheme but would not fund any shortfall. Ampfield Countryside Heritage Area (ACHA) had been in discussion with Hampshire County Council and the Forestry Commission to have 2 new permissive footpaths established - one from near the Burial Ground through the woods to just opposite Potters Heron, and the other running alongside Outwood Lodge and coming out on Jermyns Lane. It was agreed that Graham Roads could take forward discussions with the parties concerned. Revisiting the Keble Way walks continued and details were being written up for posting on the website. David Stevens would respond to Local Policing queries on behalf of Council.

#### 2291 Planning

The Chairman thanked Allan Clark for the work and time he had put into the research, discussions and meetings needed to consider and respond to the application for a gypsy pitch on land east of South Holmes Copse. There had been a great deal of resident interest in the application and Council's response to TVBC had been comprehensive. Some members of Council had met with Caroline Nokes MP to discuss the general situation with applications for gypsy pitches and how the law was being interpreted. There had been recent press releases about changes to planning policy in this respect but it was unclear what was meant and what effect it might have.

#### 2292 Morleys Development – including allotments

A paper by Julian Jones and David Stevens, outlining the criteria and rules under which the Ampfield Allotment Holders Association (AAHA) would operate at Morleys, had been circulated prior to the meeting. Discussions had taken place with several allotment groups; it was thought helpful at one stage to link up with a Winchester allotment association but this did not prove to be of much benefit and was not taken up. Although additional information was needed to cover the usage and maintenance of the toilet and storage buildings, Council agreed the proposed rules and operating processes of the allotments. Julian Jones and David Stevens

would update the paper in the next few weeks ready for confirmation at Council's October meeting and then publication in the autumn newsletter (para 2293). In principle the allotments were expected to be self-funding although some support might be needed in the early stages. Members of Council were due to meet with the Perbury Group shortly to clarify various issues about the operation and handover of the allotments.

Graham Roads had attended a responsible dog ownership workshop which was built on the premise that dogs were part of people's lives and needed to be fitted in. It was expected that some of the residents of Morleys would have dogs and some thought needed to be given to how that might affect the green spaces and other public places. It was noted that dog "poo" could be placed in bags into the normal public bins and TVBC would empty them.

2293 Autumn Newsletter

Council discussed the paper put up by Pete Edwards about the content and timing of an autumn newsletter to be sent to all households. It was agreed that the main item would be the allotments with supporting updates on other planning issues. Those interested in allotments would be asked to register with the Clerk after which information packs would be sent out. It was also agreed that information from Hyde Housing about shared ownership properties at Morleys would be referred to in the planning update. Other articles of interest might include the Village Hall, changes to the Jermyns Lane junction, the proposed new pavilion and activities of the ACHA. Content and timings would be ratified at Council's October meeting. It was confirmed that the newsletter would be 2 sides of A3 folded and in colour, and that it would be professionally printed. Estimated costs were £160 for 650 copies. It was also confirmed that Pete Edwards, as editor, would have the final say on content and appearance. In Miss Rothwell's absence, Julie Trotter agreed to write the Village Hall article.

2294 Test Valley Borough Council

Councillor Hatley was not at the meeting.

2295 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 12th October 2015 at 7pm in the Village Hall, Ampfield.

2296 Closure

The meeting closed at 9.10pm.

**Chairman**.....

**Date**.....