

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14<sup>th</sup> November 2011 commencing at 7pm.

PRESENT: Miss M.I. Rothwell (Chairman) – Presiding  
Mr E.H. Butcher, Mr A. Clark, Mr J.A. Jones,  
Mr B.W. Nanson, Mr G.C.A.Roads, Mr D. Stevens,  
Mr M Hatley from 7.50pm (para 1822)

PCSO Jo Cole was in attendance from 7.35pm for the item on Rural Area Policing (para 1822)

### 1815 Apologies for Absence

There were no apologies for absence.

### 1816 Minutes

The Minutes of the Meeting held on Monday, 12<sup>th</sup> September 2011, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

### 1817 Matters Arising from the Minutes

There were no Matters Arising which were not covered by items on the agenda.

### 1818 Declarations of Interest

It was noted that Mr Hatley had a continuing interest in the Village Hall as Treasurer of the Village Hall Management Committee. It was also noted that Mr Butcher, Miss Rothwell and Mr Roads were members of the Friends of St Mark's Church.

### 1819 Public Participation

There were no members of the public present at the meeting.

### 1820 Possible Developments in the Parish

Council noted that the Planning Committee had held a meeting on 7<sup>th</sup> November 2011, in public, in response to the approach from Bays Curry McCowen LLP about a possible development at the southern end of Green Pond Lane. Residents from Green Pond Lane and nearby properties had been invited to attend. The

proposal was at a very early stage and no plans had been made. Minutes from the meeting could be viewed on the parish website at [www.ampfield.org.uk](http://www.ampfield.org.uk).

No application had yet been submitted by the Perbury Group, nor any further information received, about the proposed development in Morleys Lane.

1821 Electoral Boundary Changes

The Boundary Commission had undertaken a review of Parliamentary boundaries and had made initial proposals for change which would result in Ampfield & Braishfield ward being moved into the Eastleigh Constituency. Council concluded that the proposal was not acceptable as it seemed to be a primarily arithmetical calculation and did not take into consideration the geographical, social and commercial linkages to Romsey and the surrounding countryside. It was agreed that the Chairman would make these points in response to the Boundary Commission's consultation exercise. The Clerk would advise Braishfield Parish Council of the views expressed.

1822 Rural Area Policing

PCSO Jo Cole advised Council about the most frequent crimes currently being committed in southern Test Valley. These included theft of heating oil and diesel fuel, and of metal. Such thefts were often harder to prevent in rural areas and farmers and property owners were encouraged to join the various volunteer and "watch groups", record serial numbers and take photos of items at risk. The price of metal continued to rise; loopholes in the law in scrap yard dealings meant that the sale of stolen items was difficult to trace. Churches remained vulnerable and precious items should be moved inside the buildings. There would be no public counter at Romsey Police Station from March 2012 but the station would still be manned 24hrs a day, as before.

1823 Ampfield Recreation Ground

1823.1 Maintenance

Rabbit holes had been filled up with loam and grass seed had been applied to repair the playing surfaces but substantial damage had recurred as the creatures continued to forage on the Recreation Ground. Ampfield Golf Club had kindly given permission for access to their land to help deal with the rabbit population. Test Valley Borough Council (TVBC) had been asked to trim the weeds along the western and southern perimeters to facilitate access by the pest controller.

### 1823.2 Condition of football pitch

Ampfield Football Team had only played twice on the Recreation Ground since the start of the season due to the increasing problems caused by the rabbit holes. Attempts prior to matches to fill up the holes had been very time consuming and had not always met with the referees' approval. Alternative playing venues had been sought.

### 1823.3 Improvements to pavilion base area

An invitation to tender, to improve the area around the concrete base, had been issued to 3 local firms. It was agreed that the tender from TAB Landscapes be accepted. It was also agreed that the project could go ahead. Mr Nanson would seek approval in principle from TVBC that S106 funds could be used although, if necessary, Council would fund from Recreation Ground reserves.

Ampfield Crusaders Cricket Club had appointed Mr A Wilson as their new President. A 5-year plan was being developed which would include plans for youth facilities. Attempts to attract local children to the club had not been very successful and the response from Ampfield Primary School had been poor.

### 1823.4 Risk assessment

It was noted that the risk assessment for the Recreation Ground had now been completed and signed by the Chairman and Vice-Chairman of the Council.

### 1823.5 Playground extension

The playground had now been extended and the new rope swing had been installed. A grant for 50% of the costs had been secured from TVBC. The remaining costs would be recovered from S106 funds when available. Whilst there, the contractor had replaced the rotting post and adjusted the seesaw.

## 1824 Chapel Wood

### 1824.1 Friends of Chapel Wood

Volunteers working in the woodland had received a copy of the risk assessment for Chapel Wood and had signed to show that they had read and understood the contents. It was not now necessary to have safety talks before each working party. Volunteer numbers remained encouraging with 10 people attending the November working party.

## 1824.2 Work in the Woodland

All of the box plants for the cruciform hedge in the Burial Ground had been planted and the area looked very attractive. The contractor was due the following day (15<sup>th</sup> November) to put the wireframe over the plants to protect them from wildlife and to provide a structure around which to clip them in the future. Repairs had been made to the fence as a result of damage caused by the fallen Oak branch, and also to the entrance gate on Chapel Hill. More bulbs had been planted in the glade area and above the fountain. Forthcoming work would include improvement of the vistas from the western side of St Mark's looking towards Keats Restaurant and the Recreation Ground including the removal of laurels and rhododendron. Agreement had been reached with the Tree Officer at TVBC to plant 3 trees which were replacements for those felled in various parts of the woodland. They would be planted in the spring.

The application to the Small Grants Scheme at Hampshire County Council (HCC) for funds towards new signs in the woodland had been approved. Approx. 75% of the costs would be met from the grant. The signs would be put up over the winter months. It was noted that Mr Roads had confirmed with HCC that the paths were permissive and were not rights of way.

A risk assessment and outline plan had been completed by the Parochial Church Council for the Church fete to be held in the woodland in the summer of 2012. Work would start on this straightaway as there were only about 6 working party sessions before the fete and there was much to be done. Discussions with the Forestry Commission continued about the footpath ending at Outwood Lodge in Jermyns Lane and about the unofficial route used by walkers from the Burial Ground through woods to the Potters Heron. A formal letter of request to the Forestry Commission to help open these routes would be written shortly by Mr Roads and the Clerk.

A large branch had broken off close to the main footpath alongside the A3090 at St Mark's. As this could present a hazard to the public it had to be made safe. It was agreed that Mr Roads would discuss with the Parochial Church Council how best to deal with it. It was also agreed that, should it be necessary, that up to £250 could be spent on appropriate tree works.

## 1824.3 Burial Ground

It was noted that Council had agreed to the immediate interment of a former parishioner in the Burial Ground and also to the future burial of the person's spouse. This was in accordance with the eligibility criteria for

burial but the Burial Ground was not large and concerns were growing about the number and potential impact of such requests. As it was important that the needs of existing parishioners could continue to be met it was agreed that the situation would be reviewed. The Chairman would discuss it with the Revd. Gilks in the New Year.

1824.4 War memorial

The War Memorial garden looked very attractive and well-kept and had received many compliments on Remembrance Sunday. Council expressed its thanks to parishioners Mrs Butcher and Mrs Herbich who had worked hard to get the area looking so nice. There had been more damage to the wooden dragons teeth placed at the bottom of Knapp Lane to protect the War Memorial and the grass verges from vehicles. It was agreed that Mr Clark would try to resolve how best to improve the situation with the TVBC Highways Engineer.

1825 Financial Matters

1825.1 Accounts for payment

With the exception of the cheque for £134.00, which was proposed for payment by Mr Jones and seconded by Mr Roads, all items were proposed by Mr Nanson and seconded by Mr Jones as follows:

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
Information Commissioner-data protection renewal	35.00
B Nanson- Ruscrete-loam for repair of rabbit holes	134.00
Playground Services-new play equipment	5432.40
Office Expenses-11 September to 13 November 2011	59.42
St Marks PCC-renewal for advert in Messenger	15.00
Langley Boxwood Nursery-box plants for Burial Ground	449.00
D Matthews-November salary	536.32
HMRC - November payments	158.92
D Matthews-December salary	536.12
HMRC - December payments	159.12
BL Poppy Appeal2011- wreath, poppies & donation	<u>50.00</u>
	<u>7565.30</u>
<u>Payments made between meetings</u>	
SO51 Fabrications-manufacture of goal post sleeves	100.00
TVBC -repairs to Speed Limit Sign	102.00
Digley Associates-annual playground inspection	48.00
Sharp Electronics-hire of photocopier	72.52
PWBS loan on Recreation Ground	3016.65
PWBS loan on Chapel Wood/Burial Ground	<u>2642.99</u>
	<u>5982.16</u>

Prior to the signing of the cheques, Council agreed to renew the advert for placement in the Messenger at a cost of £15. It was noted that no receipt had yet been received for the wreath and donation to the Royal British Legion.

#### 1825.2 Income and anticipated expenditure

Disregarding budgeted transfers to reserves, expenditure to October 2011 was approximately 46% of budget. Income for the period had been negligible consisting only of bank interest. Details of monies due from S106 Developer funds had been updated and circulated. Monies due from the development on land adjacent to the Golf Club had not yet been paid over to TVBC and could not, therefore, be used to support projects and improvements on the Recreation Ground and in Chapel Wood. In the meantime, Council would have to bridge the gap itself on expenditure on current projects. It was agreed that money in the “parkland” category should be used for Chapel Wood. Mr Roads would consider how best this might be done and an application would be made. Some of the fund would be set aside for the new signs. It was also agreed that the improvements around the concrete base should go ahead, with funds being sought from S106 funds if available.

It was noted that the Open Space Review, which was also linked to S106 funds, had been finalised. During the review a very small patch of open land at Flexford Close had been discovered which was maintained by TVBC.

#### 1825.3 Risk assessment

It was noted that the risk assessment for Finance and Administration had now been completed and signed by the Chairman and Vice-Chairman of the Council. Outstanding items would be tackled in the New Year.

#### 1825.4 Budget preparation

Precept calculations were due to be with TVBC by 3<sup>rd</sup> week in January 2012. Key portfolio holders were meeting on 12<sup>th</sup> December to start the budget process. Predicted outturn figures and a draft budget would be issued prior to the Finance meeting on 9<sup>th</sup> January 2012.

#### 1826 Casual Vacancy

Mr David Gilks had resigned from Council in October. The Chairman expressed her thanks to Mr Gilks for his contribution to Council’s work since 2007. The vacancy had been advertised on notice boards and on the parish website. The

closing date for requests to TVBC to hold an election was the 15<sup>th</sup> November. Should no election be required Council would be able to fill the vacancy by co-option.

## 1827 Correspondence and Communications

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

### 1827.1 Diesel and Oil Thefts

PCSO Jo Cole had explained about the instances and nature of fuel thefts. Council agreed to display the leaflet, which advised how to protect fuel tanks from theft, on the website and on boards.

### 1827.2 Test Valley Healthy Walks

Council had been asked to promote TVBC's Healthy Walks scheme which offered free organised walks in various locations and on different days. It was agreed that the notice could be displayed on boards where space permitted.

### 1827.3 Parish Online

The Parish Online scheme had been launched in 2010 to help Parish Councils manage their business more effectively through the use of digital maps and aerial photography. It provided access to current Ordnance Survey mapping and to facilities to mark items such as community assets on parish maps. Council agreed to subscribe to the scheme whose costs were modest at £20 per annum with an initial £20 set-up fee. It was agreed that membership of the Public Sector Mapping Agreement, which was a pre-requisite to the scheme, would be made in the Clerk's name.

## 1828 Reports from Committees and Portfolio Holders

### 1828.1 Planning Committee

The following applications had been commented on after discussion on:

#### 27<sup>th</sup> September 2011

11/01834/FULLS	Land to the rear of the Potters Heron Hotel
11/01804/TPOS	10 Hook Water Road
11/02088/FULLS	Monkswood, Winchester Road
11/02120/TPOS	46 Beechwood Close

25<sup>th</sup> October 2011

11/02184/TPOS	25 Hook Road
11/02216/TPOS	4 Flexford Close
11/01993/FULLS	11A Beechwood Crescent
11/02039/FULLS	Ampfield Par 3 Golf Club
11/02040/LBWS	
11/02224/FULLS	Forest Edge, Straight Mile

7<sup>th</sup> November 2011

11/02266/FULLS	Field opposite Potters Heron Hotel
11/02451/TREES	Forty Winks 169 Knapp Lane
11/02470/TPOS	Cottonwoods, 23 Hook Road

1828.2 Ampfield Countryside Heritage Area

The Boxing Day walk would take place as usual this year and would leave from the Village Hall and return to the White Horse. The next talk in the new year would be on wildlife found in Churchyards.

1828.3 Hampshire Association of Local Councils

It was noted that the HALC subscription fees for 2012/2013 would be £370. This was an increase of £23 which, in view of the professional advice and information supplied, was considered to be good value.

1828.4 Public Transport & Highway Liaison (PT&HL)

Mr Clark had become aware of an additional bus service, the number 35, which was a school bus intended to take the village children to and from Romsey. Concern remained about the reduction in services based on low usage rates. Mr Clark intended to discuss the whole subject of public transport in the area with HCC. The methods used in surveying the numbers of people travelling on buses would be queried.

1828.5 Safer Neighbourhood-Local Action Group

Council was pleased to hear about issues in person from PCSO Cole and agreed that she would be invited to join Council's meeting in May 2012 so that advice could be sought about dealing with travellers before the season got underway. Mr Stevens advised that the next meeting of the Local Action Group would be in Romsey Police Station.

#### 1828.6 School Governor

Mr Butcher was no longer a member of the school governors but would continue to liaise with Ampfield School on behalf of Council. Concerns about low numbers at the School remained. Initiatives in promoting and marketing the School continued.

#### 1828.7 Tree Wardens/Environment

Mr Roads had read and noted the contents of the Councillor Guide to Flooding issued by TVBC.

#### 1828.8 Village Hall Liaison

The next meeting of the Management Committee would be held in early December. The recent French production had been successful with good attendance numbers.

#### 1828.9 Website

Mr Jones reported that Mr Nanson and the Clerk were now routinely updating basic data on the website; training would continue.

#### 1828.10 Finance Committee

Footpath Warden (see para 1826.2)

Test Valley Association of Parish Councils (TVAPC)

Nothing new to report.

#### 1829 Diamond Jubilee

It was noted that Ampfield Crusaders Cricket Club had a fixture on Saturday, 9<sup>th</sup> June 2012 but could still be free on the following Sunday, Monday & Tuesday to hold a cricket match as part of any Jubilee celebrations. It was noted that the annual Church fete would be held on Saturday, 9<sup>th</sup> June 2012. It was agreed that the situation would be considered again in the New Year.

#### 1830 Highway Matters

##### 1830.1 Condition of road surfaces

The pot holes in Knapp Lane and on Chapel Hill had now been filled in although there was some doubt that the crumbling verges on Chapel Hill had been fixed. Mr Hatley had reported that the footway on Hook Road on the other side to Broadgate Farm was breaking up. Mr Clark had reported that the surface on the slip road on the Straight Mile by the post box was

deteriorating. Following various incidents he had also requested a survey of the condition of the trees on both the north and south service roads. The movement of one of the grit bins to a more suitable location had yet to be done.

#### 1830.2 Speed Limit Reminder Sign

The sign was now back and in working order following repair. Mr Clark would compile a new schedule to come into operation in February 2012.

#### 1830.3 Speeding on Knapp Lane

Miss Rothwell reported that the problems with speeding in Knapp Lane continued. Mr Clark would raise the matter again with the Highways Engineer and arrange a meeting on site.

#### 1830.4 Other matters

Complaints continued to be received about the proliferation of signs at the Golf Club. New large signs had now appeared and those that had been described as “temporary” signs had now been illuminated. The Clerk would write to TVBC Planning Department.

(Afternote: This had been pursued by Mr Hatley on 11<sup>th</sup> November with TVBC.)

#### 1831 Test Valley Borough Council (TVBC)

On behalf of Ampfield Parish Council Miss Rothwell congratulated Mr Hatley on his having served for 30 years as a parish councillor. This was a considerable achievement and the Parish was grateful for his help and advice.

Mr Hatley reported that the new draft Core Strategy for Test Valley, which would form the basis for planning decisions up to 2031, had now been published. It contained a wealth of information about how development would be managed and gave details about the main development sites in southern Test Valley including Whitenap and Hoe Lane. The situation in Ampfield would be much the same as it was now with some minor changes to the settlement boundaries around the Potters Heron and Hookwood and Woodlea areas. The Local Gap between Valley Park and Ampfield would be retained. It was noted that the Village Design Statement would no longer be classed as a supplementary planning document although the Parish Plan would continue to be considered by the planning authority. The consultation period would run from 6<sup>th</sup> January to 17<sup>th</sup> February 2012.

1832 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 9<sup>th</sup> January 2012 in the Village Hall, Ampfield commencing at 7.00pm.

1833 Closure

The meeting closed at 9.45pm.

**Chairman**.....

**Date**.....