

UPPER CLATFORD PARISH COUNCIL  
MINUTES OF A MEETING  
HELD ON WEDNESDAY 12<sup>TH</sup> JANUARY 2022  
AT 7.30 PM IN  
THE KING EDWARD VII MEMORIAL HALL

MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING

Present:	Parish Cllrs P Heslop (Chairman), Cllr R Bennett MVO, , C Eyre, , N Shah, A Lockhart, C Williams, A Wilson, TVBC Cllr M Flood, HCC Cllr D Drew Minutes – C Emmett Clerk & RFO
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1	<b>Apologies for Absence</b> Cllrs S Kennedy, H Folkard-Tapp, D Coole	
2	<b>To receive and accept declarations of interest</b> Nil	
3	<b>Public Participation</b> There was 1 member of the public present. He was invited to speak by Chairman but declined. A further joined during item 6. He was at that point offered the chance of speaking but stated he was attending to hear matters regarding the Platinum Jubilee and to expand on that if Council so wished.	
4	<b>To approve the minutes from the Parish Council Meeting held on 8<sup>th</sup> December 2021</b> The final draft presented corrects PV 62 figure in Item 9 fig and the link at item 8 for Waste. Acceptance proposed by Cllr Bennett, Seconded by Cllr Williams. Agreed by all. The Chairman signed the document for the record.	
5	<b>To receive the Clerk's progress report since the meeting held on 8<sup>th</sup> December 2021</b> 9.3 Precept submission. <b>Pending</b> [Afternote: Submitted on 17 Jan 22] 9.4. Project Expenditure Survey. CCE, DC, RB. <b>Pending but not urgent.</b> 10.1.1. BBPF Inspection. Confirmation from AW. <b>Complete</b> 10.1.1. Playing Field Equipments. RB to see if self-help servicing is practical. <b>Pending</b> 10.1.2. AVPF. CW to confirm when Dec inspection is completed. <b>Complete</b> 10.2. Sports Field. Commission track and car park design. <b>Pending</b> 12.2.2. Speed Monitor. Six monthly analysis of stats when available.	
6	<b>Planning - Review decisions since last meeting and recommendations from the Planning Committee</b> Cllr Shah stated that only one tree application had been submitted during this period to which no objection was raised. <ul style="list-style-type: none"> <li>21/03641/TREEN : Malt Barn, Upper Clatford. T1 - Ash - Pollard by up to 40%, T2 - Ash - Fell, T3 - Willow - Pollard by up to 30%. No objection submitted.</li> </ul> <p>He informed all that several new documents pertaining to 21/03028/FULLN, the Conservation and Ecological Enhancement Scheme had been submitted after our objection had been registered. It was agreed that these did not address our issues but were aimed at objections from the Conservation Officer and Archaeologist. He asked if there was a need for a further submission and it was generally agreed not after exploring:</p> <ul style="list-style-type: none"> <li>Establishing whether listed or scheduled monument status might be possible for the remnant water meadow features.</li> <li>Sustainability Plan. The intent looks better but the figures are opaque and could be clearer. It was decided that this was possibly commercial sensitive, and it was for TVBC rather than the Parish to pursue.</li> <li>Footpath. It was noted that a 'Permissive Way' was rescindable by the landowner and that perhaps the Council should perhaps support the argument for Public Footpath status to ensure it remained a Public Right of Way. Screening might overcome nearby residents' objections. <b>It was agreed that an additional submission be made.</b></li> <li>Northern Area Planning Committee. Email correspondence had indicated that this item had been 'called' and was on the agenda for 27 Jan 22. [Afternote: Cllr Flood confirmed by email that it was not on the agenda. There were only 2 applications on the agenda: 19/01485/FULLN, Land at Picket Piece and 19/02639/FULLN 18 Nestor Close, Andover]</li> </ul>	NS
7	<b>Borough Councillors to provide a monthly report (Cllrs Flood &amp; Coole)</b> Cllr Flood reported on the following:	

	<p>1. TVBC targeted emails. The council has launched a new email update system. The system allows regular useful information to be sent out to those who choose to subscribe and can be personalised as users select their preferences. Events, bin collection dates and countryside information are just some of the updates being sent out. Sign up for emails at <a href="http://www.testvalley.gov.uk/emails/">www.testvalley.gov.uk/emails/</a> You can unsubscribe at any time</p> <p>2. Andover-Vaccination Centre. Vaccinations at Andover's Chantry Centre are continuing thanks to the Primary Care Network, alongside support from Test Valley Borough Council. Walk- in vaccination available for those eligible, see: Find a walk-in coronavirus (COVID-19) vaccination site - NHS (<a href="http://www.nhs.uk">www.nhs.uk</a>)</p> <p>3. Land South of Bury Hill Ring. This is now in TVBC ownership and Council officers have now started to develop a management plan and will be consulting locally. The area should prove to be a useful countryside amenity for parishioners from Andover and surrounds.</p> <p>The Chairman thanked her for her report.</p>	
8	<p><b>County Councillor to provide a monthly report</b> Cllr Drew reported on:</p> <p>1. <b>Apply now for grants to run February half term holiday activity and food programmes across Hampshire in February 2022</b> Community and voluntary organisations that can support struggling families by providing healthy food and activities for children and young people outside of school times, are invited to apply for funding to deliver holiday activity and food schemes, during February 2022's half term. Hampshire's connect4communities programme is using Department for Work and Pensions Household Support funding to provide activities and food, for school age children and young people over the spring half term. Across Hampshire, there are over 29,000 children and young people who are eligible for free school meals who can take part in fun and healthy activities, local to them and held within a safe, warm environment. <a href="https://www.hants.gov.uk/News/20211230haffeb">https://www.hants.gov.uk/News/20211230haffeb</a></p> <p>2. <b>Hampshire Trading Standards issues checklist to spot unsafe toys</b> Hampshire County Council's Trading Standards Service is reminding parents and carers to follow a toy safety checklist to help children to stay safe. The most common 'fails' include copycat toys that mimic popular brand-name products, or items that could be a choking or strangulation threat to a small child. This includes flat or button batteries and strong magnets, which if swallowed can be fatal." <a href="https://www.hants.gov.uk/News/20212312xmastoyscheck">https://www.hants.gov.uk/News/20212312xmastoyscheck</a></p> <p>3. <b>Hitting the Cold Spot - Staying safe and well – top tips to support the elderly and vulnerable</b> Hampshire County Council is asking anyone supporting an older or vulnerable person to ensure they are well prepared for winter, by taking a few simple steps to help keep them safe and well. "Being prepared during the cold season is especially important for the elderly and vulnerable and is even more so with the increase in COVID cases and concerns over the prevalence of the Omicron variant. Knowing what support is available in advance can make all the difference if you need to step in to support someone." <a href="https://www.hants.gov.uk/News/20211221HelpVulnAdultsPrepWtr">https://www.hants.gov.uk/News/20211221HelpVulnAdultsPrepWtr</a></p> <p>4. <b>New free weight loss programme aims to help Hampshire shape up for life</b> A new 12-week weight management programme has been funded by Hampshire County Council for residents who want to achieve a healthier weight. Offering free professional support either in-person, through regular online meetings or via a mobile app, Shapeup4life Hampshire is available to anyone with a body mass index (BMI) of 30 or above and combines exercise and food choices to make positive lifestyle changes rather than a prescriptive diet. The new service forms a key part of the Hampshire Healthy Weight Strategy 2022 to 2026, which aims to change current trends in the prevalence of excess weight and obesity. <a href="https://www.hants.gov.uk/News/20211210-weight-plan">https://www.hants.gov.uk/News/20211210-weight-plan</a></p> <p>5. <b>Highways Update.</b> A highways update was provided and Cllr Drew highlighted pot-hole filling statistics and the naming of Gritter vehicles by local school children. Cllr Eyre asked about the continuing barriers around open manholes in Watery Lane. <b>Cllr Drew will find out more and try and hasten work and barrier removal</b></p> <p>The Chairman thanked him for his report. Cllrs Drew and Flood left at this time.</p>	Cllr DD
9	<b>Finance:</b>	

	<p><b>1. To receive and approve the financial statement for 1 December 2021 – 31 December 2021</b> The Clerk had circulated the monthly statement prior to the meeting. Comments</p> <p>1.1. The Account and Bank Statements reconcile.</p> <p>1.2. There is £42,901 in the bank of which £20,000 is in Earmarks and £6,001 is in Gen Reserves.</p> <p>1.3. That there has been an uplift of £1050 to the trees budget line due to a parishioner payment to cover the agreed contribution for work in AVPF. This transfer was made on 6 Jan 22.</p> <p>Acceptance was proposed by Cllr Wilson and seconded by Cllr Bennett. Agreed by all. Cllr Williams signed the Financial Statement.</p> <p><b>2. Payments made since the last meeting</b> Payments authorised at the last meeting have been made but PV 65 was reduced to £24.76 which is SSEs corrected figure based on the actual meter readings.</p> <p><b>3. To approve payments to be made</b></p> <table> <tr> <td>66 C Emmett (Salary &amp; Exp)</td><td>2244</td><td>£372.98</td></tr> <tr> <td>67 HMRC (PAYE)</td><td>2245</td><td>£90.80</td></tr> <tr> <td>68 One Two Tree (AVPF trees)</td><td>Bacs</td><td>£1,710.00</td></tr> <tr> <td>69 Business Stream (Pav Water)</td><td>Bacs</td><td>£24.21</td></tr> <tr> <td>70 H F-Tapp (Cllr Travel Exp)</td><td>Bacs</td><td>£23.2</td></tr> <tr> <td>71 TVBC (GM - Village areas tbc)</td><td>Bacs</td><td>£4446.02</td></tr> <tr> <td>72 TVBC (GM031a - Spots F Grass)</td><td>Bacs</td><td>£565.54</td></tr> </table> <p>It should be noted that invoices for GM raised in Oct 21 were not received and payment has been hastened by TVBC. PV71 is marginally higher than anticipated as it includes 50% of the non-grass element of works at the sports field.</p> <p>Acceptance was proposed by Cllr Lockhart, seconded by Cllr Eyre. Agreed by all.</p> <p><b>4. Future Meetings Covid Guidance and Scheme of Delegation</b> The Chairman briefed that HALC had recommended fewer meetings and asked what Cllr views on this were and whether the existing delegations made last year were still agreed or needed amending. Delegations are:</p> <p>3.1. Salary – Clerk has standing authority to pay agreed salary.</p> <p>3.2. Overtime, Office Expenses – As approved by Chairman monthly</p> <p>3.3. Grounds Maintenance (incl sports field) and Dog Bins, Street Lighting – Clerk for TVBC contract and HCC Lighting as approved (within budget limits)</p> <p>3.4. Footpaths, Tree Maintenance, Street Lighting, Pavilion Running Costs, BBPF/AVPF. Clerk to pay with approval of Chairman or Portfolio Holder (within budget)</p> <p>3.5. Subscriptions, Projects – Chairman (within budget limits)</p> <p>3.6. Transfer from Reserves – Full Council NO DELEGATION</p> <p>Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman. Two authorised signatories will still be required on cheque of bank transfer. No decision was made regarding future meetings, but it was agreed that the delegations should remain in place as proposed by Cllr Shah and Seconded by Cllr Bennett.</p> <p><b>5. Solar Farm – Community Benefit</b> Cllr Heslop stated that we continue to pursue the owners and developers but that no breakthrough had yet been achieved. There was a discussion about statute of limitations and reasons for re-setting the clock.</p> <p><b>6. Future Parish Budgets / Precept Survey.</b> Cllr Eyre stated that he had not progressed with this. While it was accepted that it was not urgent Cllr Bennett agreed to assist Cllrs Eyre and Coole develop the survey, probably in March.</p>	66 C Emmett (Salary & Exp)	2244	£372.98	67 HMRC (PAYE)	2245	£90.80	68 One Two Tree (AVPF trees)	Bacs	£1,710.00	69 Business Stream (Pav Water)	Bacs	£24.21	70 H F-Tapp (Cllr Travel Exp)	Bacs	£23.2	71 TVBC (GM - Village areas tbc)	Bacs	£4446.02	72 TVBC (GM031a - Spots F Grass)	Bacs	£565.54	
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10	<p><b>Playing Fields</b></p> <p><b>1. To report the Monthly Monitoring of Play Park Equipment</b></p> <p>1.1. Cllr Wilson stated that he had inspected and tested equipment in BBPF on New Year's Day and remarked on the design of the seesaw which appeared to work better with more weight.</p> <p>1.2. Cllr Williams reported that all was serviceable in AVPF but noted there were some stray brambles near the swings.</p> <p><b>2. Anna Valley Playing Field.</b> Nothing further reported.</p>																						

	<p>3. <b>Balksbury Bridge Playing Field</b> It was agreed that a contractor should be employed to <b>clean the wet pour surfaces.</b></p> <p>4. <b>Sports Field</b></p> <p>4.1. It was noted that the interim patching of the track had been completed but that puddling was still occurring between the track and pavilion 'patio' due to high water tables. Drainage of this area should be covered in the track and cark design survey to be commissioned.</p> <p>4.2. Liaison with UCYFC regarding contribution and fees had not yet taken place</p>	Clk       Clk  Clk																														
11	<p><b>Trees and Open Space</b></p> <p>1. Land Purchase Request 17 Valley Mead (Mr Paterson-Williams). The request to purchase Parish land opposite the house was discussed. It was agreed that it formed part of our public open space and, in line with previous such requests, it should be refused</p> <p>2. Trees in AVPF have been pollarded as agreed less the 2 at entrance. These were to be removed due to disease identified by the tree surgeon.</p> <p>3. Hornbeam on The Green. Cllr Bennett reported that the location has been agreed with the nearest resident and TVBC will be planting it shortly.</p>	       Clk  Clk																														
12	<p>1. <b>Footpaths Highways and Pillhill Brook</b></p> <p>2. <b>Cllrs to report any footpath issues</b></p> <p>2.1. Access track No 1 The Green. A request has been received from a resident on The Green regarding repairs to the access track. The Clerk has responded stating it is not a Parish Council responsibility and requested a copy of the deeds to confirm the rights of access. Clerk to seek update from parishioner.</p> <p>2.2. Tree Stump in middle of Path 3. Cllr Bennett stated that he had discussed this with the Countryside Ranger who will look at it with a view to having it removed.</p> <p>2.3. Footpath 2 Hazard. Concerns were raised about the potential slip hazard on footpath 2 and the danger posed by the very close barbed wire fencing. Cllr Bennett agreed to discuss with the Countryside Ranger.</p> <p>3. <b>Road Safety</b></p> <p>3.1. Speed Indicator Data has been provided by the manager, Mr Williams</p> <table><tr><th>Location</th><th>No Vehs</th><th>Av Veh/day</th><th>Max Speed</th><th>Av Speed</th><th>% &gt; 40mph</th></tr><tr><td>Foundry Rd E bound</td><td>11746</td><td>653</td><td>52</td><td>24</td><td>0.3</td></tr><tr><td>Foundry Rd W bound</td><td>9359</td><td>520</td><td>75</td><td>26</td><td>0.7</td></tr><tr><td>Balksbury Br Rd S Bound</td><td>5617</td><td>562</td><td>55</td><td>27.7</td><td>1.2</td></tr><tr><td>Balksbury Br Rd S Bound</td><td>5318</td><td>532</td><td>63</td><td>32</td><td>6.15</td></tr></table> <p>Cllr Bennett agreed to liaise with the Manager to see if data for vehicles travelling over 30mph could be obtained and to see what date/time analysis can be achieved of cars doing excessive speeds.</p> <p>3.2 <b>SID Linx Tablet.</b> A charging fault exists. The tablet is to be returned for repair/replacement under warranty.</p> <p>4. <b>Report any Street lighting issues</b> Nothing reported.</p> <p>5. <b>Pillhill Brook</b> Cllr Heslop reported that there had been several instances of drains overflowing in Anna Valley/Little Ann and a tankering operation due to failure of the pump repairs at Little Ann Pumping Station The Forum is next due to meet on 17 Jan 22. He agreed to raise the issue of a collapsed sewer in Manor Rise.</p>	Location	No Vehs	Av Veh/day	Max Speed	Av Speed	% > 40mph	Foundry Rd E bound	11746	653	52	24	0.3	Foundry Rd W bound	9359	520	75	26	0.7	Balksbury Br Rd S Bound	5617	562	55	27.7	1.2	Balksbury Br Rd S Bound	5318	532	63	32	6.15	   
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	<p>on the Parish Website at <a href="https://www.upperclatford.com/community/upper-clatford-15048/events/">https://www.upperclatford.com/community/upper-clatford-15048/events/</a></p> <p>3. <b>Cllrs to Report on other meetings</b> Cllr Eyre spoke about informal meetings regarding the pub, The Crook &amp; Shears, and suggested it might be a more attractive proposition to potential landlords if an agreement could be made with the Village Hall regarding use of their car park. This would allow 'brown signs' to be placed on feeder roads potentially leading to increased patronage. Cllr Heslop, a former Chair of the Village Hall Committee, spoke on the need for the Hall to meet the 'best use' charity rules and balance the needs of Hall users. He agreed to discuss the possibility of a rental of 10 spaces with the Hall Committee</p>	PH
14	<p><b>Correspondence and E mail</b></p> <ol style="list-style-type: none"> <li>21 Dec. HALC. Community Governance Review Campaign. Views sought on Councils' desire to increase membership and procedural difficulties.</li> <li>27 Dec. Parishioner (LS). Ownership of land above School House. Directed to HM LR</li> <li>27 Dec. Parishioner (DP-W). Enquiring about a piece of land for purchase. Copied to Chair for possible discussion at PC meeting</li> <li>30 Dec. Parishioner (JM). Track/Footpath condition at The Green. Directed to HCC Countryside via HCC footpath link. Copied to all Cllrs</li> <li>4 Jan. Parishioner (GR). Enquiry re grazing land. Replied 5 Jan.</li> <li>5 Jan. TVBC Planning Policy. Planning Policy - Nitrate Credit Schemes. Clarification of process. Copied to NS</li> <li>6 Jan. TVBC Planning (KN). 21/03028/FULN Land North of Bury Hill Farm Upper Clatford. Notification that the application has been 'called' and provisionally scheduled for 27 Jan 22. Replied with understanding of 3<sup>rd</sup> party land ownership between track and applicants land.</li> <li>7 Jan. TVBC (KF). Reminder letter + Invoice no's 10049001 &amp; 10049002 (680) – GM invoice Oct 21 not received.</li> <li>10 Jan. Kiya (Stock Must Go). Order No 24135418 - Fault on Linx Laptop Tablet – Return item label</li> </ol>	
15	<p><b>Projects</b></p> <ol style="list-style-type: none"> <li><b>The Queen's Platinum Jubilee 2022</b> Cllr Eyre briefed on the Committee organisation and the plans already developed. He would be acting as the Parish Council's representative and would lead on grants which may need to be submitted and account for by Parish Council.</li> <li><b>Footpath between the Clatfords</b> – Cllr Eyre gave a presentation on a suggested route for the footpath highlighting difficult areas (Road crossing at The Green, by the Old Rectory, Paddock House and adjacent field). He suggested liaison with landowners, a need to identify sources of funding and asked for the Councils approval for he and Cllr Wilson to progress this. The Chair stated that this was already an ongoing project and agreed that Cllrs could talk to landowners. Cllr Bennett suggested liaising with HCC Countryside Service but commented that the idea muted of a cycle track was not compatible with a footpath on that route as it was too narrow.</li> </ol>	Cllr Eyre
16	<p><b>Chalk Pit Lease</b> The draft underlease permission was approved and signed by the Chair and Cllr Eyre. It includes payment by the primary tenant of an additional £100 rent. The Clerk is to return it to the solicitors.</p>	Cik
17	<p><b>Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 9<sup>th</sup> February 2022</b></p> <p>Nothing at this stage. The Clerk requests any motions or agenda items be submitted to him by Wednesday 2 February 2022.</p>	

The Meeting Closed at 9.30pm