

**ABBOTTS ANN PARISH COUNCIL**  
**Minutes from the Meeting**  
**held on Thursday 3<sup>rd</sup> December 2020 at 19:00**  
**via the Zoom platform.**

Present: Parish Cllrs: A Jordan (Chairman), G Howard (Vice Chairman), A Jones, C Wallis, C Coffey, P Roberts.  
 Borough Cllrs D Coole, M Flood and County Cllr A Gibson.

Members of the Public: 5

Minutes: Mrs C L Cotterell – Parish Clerk

Meeting started at 19.01

AGENDA ITEM	MINUTES	ACTION
<b>1</b>	<b>Chairman's Opening Remarks</b> Chairman welcomed all to the meeting and advised all present that the meeting was being recorded and may be recorded by members of the press and public.	
<b>2</b>	<b>Apologies for Absence</b> – Apologies were received from Parish Cllr Perkin.	<b>NOTED</b>
<b>3</b>	<b>Declarations of Interest – None.</b>	<b>NOTED</b>
<b>4</b>	<b>Cllrs to agree the minutes to be an accurate record of the meetings held on:</b> a) 5 <sup>th</sup> November 2020 – Full Council Meeting – Proposed Cllr Roberts, seconded Cllr Howard, voted 4 for, 2 abstentions. b) 19 <sup>th</sup> November 2020 – Extraordinary Meeting – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.	
<b>5</b>	<b>Actions/Updates</b> Cllrs to note actions and updates already published and any further updates provided.  <u>Play Areas</u> – Cllr Coffey reported she had circulated an email updating on the play area questionnaire and the Playdale viral coating for play equipment. The Chairman asked Cllr Coffey to provide a proposal regarding the viral coating for the next agenda.  Cllr Roberts reported about the Dingwall appeal hearing, the meeting appeared to focus on what is actually there, several people spoke including residents and Cllr Flood. An outcome is anticipated within 6 weeks of the hearing date.  <u>Amenities</u> – Cllr Howard reported – Church Path Fence - Cllr Flood has agreed to provide a supporting note for the Community Asset Fund application so it can be submitted before 1 <sup>st</sup> January 2021, outcome of the application should be known by 5 <sup>th</sup> March. Churchyard Paths – the site planning notice has been posted and will be up for 3 weeks. Cllr Howard thanked Ray Lucas for his hard work on these two projects.  Cllr Jordan updated that he had circulated an email informing Cllrs he was encouraging community groups to bid for grant allocations on money in the budgetary line. The bids expected will probably exceed the £5000.00 in the budget for this year.	<b>NOTED</b>  <b>Cllr Coffey</b>
<b>6</b>	<b>Abbotts Ann Community Land Trust Update</b> Cllrs to receive an update from Abbotts Ann Community Land Trust.  John Barlow of the CLT gave a summary of the report of the consultation carried out and thanked Ray Lucas and Beth Deacon for their work. The results showed overwhelming support for the project and also identified some issues. The CLT are still consulting with others including the school, Test Valley housing department, builders, architects, housing association, vendor and lawyers. A second community consultation will take place with final plans. The consultation document is available to view on the CLT website: <a href="https://aaclt.abbottsann.com/">https://aaclt.abbottsann.com/</a>  Cllrs gave thanks to CLT for their excellent work and confirmed the PC will encourage engagement with the community.	
<b>7</b>	<b>Borough and County Councillor Reports</b> Cllrs to note Borough and County Councillor reports.  Cllr Flood reported: <ul style="list-style-type: none"> <li>• Test Valley car park charges remain free until 10<sup>th</sup> December then revert to £1 for 2 hrs, free after 4pm Mon – Sat and free Sundays/Bank Holidays.</li> <li>• Indoor Popup Festive Market is taking place in the Chantry Centre each Saturday in December.</li> <li>• Andover Christmas and artisan market is on Sunday 13<sup>th</sup> December.</li> <li>• Pre booking for the Christmas Grotto is essential – details on TVBC and Chantry Centre websites.</li> <li>• Free Business school available online this December – details available: <a href="http://www.popupbusinessschool.co.uk/Hampshire">www.popupbusinessschool.co.uk/Hampshire</a></li> <li>• Cllr Flood confirmed that the Church Path Fence funding application needs community support, Cllr Flood has been asking parishioners for their views.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Bus shelter – Residents have expressed concern over books/toys which have been left in the shelter at Bulbery – Cllr Flood will ask TVBC to remove the items and may put a notice in there to ask people not to leave items.</li> </ul> <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> <li>• There may be media reports about HCC accounts not being signed off, it is a technical adjustment.</li> <li>• Full report has been circulated with a highways report. The new Highways team at Hook are very responsive. Cllr Gibson has mentioned sewerage issues on Monxton Road to them.</li> <li>• A RTI on Salisbury Road today, pictures have been forwarded to PC. Requests for speed reduction have been received and Cllr Gibson has escalated it to HCC.</li> <li>• Sports Pavilion – Cllr Gibson happy to provide introduction to HCC department for help with planning issues for access to sports field.</li> </ul>																									
<b>8</b>	<p><b>Planning - Cllrs to propose responses to be submitted to TVBC relating to the following applications:</b></p> <ul style="list-style-type: none"> <li>a) 20/02777/TPON - T1 Tree of Heaven - Raise the crown over the road by 4.5m, cuts no greater than 35mm, reduce the lowest lateral limb towards the property by up to 2m, remove major deadwood as indicated in the attached photo - 23 Kingsmead, Anna Valley – <b>No Objection</b> – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</li> <li>b) 20/02847/FULLN - Change of use from light industrial to use the premises for vehicle repairs and sales - Little Park Farm, Unit B, Farm Road, Little Park – <b>No Objection</b> – Proposed Cllr Jordan, seconded Cllr Roberts, voted 4 for, 1 against and 1 abstention. <u>Proposal carried.</u></li> <li>c) 20/02910/VARN - Variation of Condition 1 (Approved plans) of Planning Permission 14/02482/FULLN - (Erection of single-storey side extension to provide lounge and wood store, single storey front extension to add additional bedrooms, family/play room, one-bedroom granny annexe and shortened garage for storage and erection of porch) To allow for additional windows and enlarged front porch - The Herons, Church Road, Abbots Ann – <b>No Objection</b> – Proposed Cllr Jordan, seconded Cllr Jones, all agreed.</li> <li>d) 20/02597/FULLN - Replace footpath paving with asphalt - St Marys Church, Church Lane Footpath, Abbots Ann – <u>Cllrs to note only – Abbots Ann Parish Council is the applicant.</u></li> </ul>	<b>Noted</b>																								
<b>9</b>	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) Cllrs to approve the Financial Statements for 1<sup>st</sup> to 30<sup>th</sup> November 2020 – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</li> <li>b) Cllrs to approve the following payment schedule – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</li> </ul> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>Clerk office/expenses (Sept)</td> <td style="text-align: right;">£49.83</td> <td>Salaries/Pensions</td> <td style="text-align: right;">£940.82</td> </tr> <tr> <td>Larkstel Ltd (Grds Main-Sept)</td> <td style="text-align: right;">£422.00</td> <td>SLCC Professional Fees</td> <td style="text-align: right;">£110.00</td> </tr> <tr> <td>Larkstel Ltd (additional works)</td> <td style="text-align: right;">£1,140.00</td> <td>Reimburse Cllr Jones (bulbs)</td> <td style="text-align: right;">£474.48</td> </tr> <tr> <td>Payroll Services (1/2 year)</td> <td style="text-align: right;">£40.50</td> <td>PCC funding request (clock)</td> <td style="text-align: right;">£215.00</td> </tr> <tr> <td colspan="4"><u>Bank Balance as at 30<sup>th</sup> November 2020 - £65,633.43</u></td> </tr> </tbody> </table>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerk office/expenses (Sept)	£49.83	Salaries/Pensions	£940.82	Larkstel Ltd (Grds Main-Sept)	£422.00	SLCC Professional Fees	£110.00	Larkstel Ltd (additional works)	£1,140.00	Reimburse Cllr Jones (bulbs)	£474.48	Payroll Services (1/2 year)	£40.50	PCC funding request (clock)	£215.00	<u>Bank Balance as at 30<sup>th</sup> November 2020 - £65,633.43</u>				
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<b>10</b>	<p><b>Grounds Maintenance Contracts</b></p> <ul style="list-style-type: none"> <li>a) Cllrs to review the Part 1 Grass Cutting contract with TVBC and approve any amendments required – Cllrs resolved to continue with the contract with TVBC for grass cutting for 21/22 with no amendment to the contract. TVBC will confirm costs for 21/22 in February – Proposed Cllr Jordan, seconded Cllr Jones, all agreed.</li> <li>b) Cllrs to review Part 2 Grounds Maintenance contract with Larkstel Ltd and approve any amendments required – Cllrs resolved to include the recommended amendments to the contract, including tidy up hedges/vegetation at Bulbery 3 times a year, and approved the price increase for 21/22 to £6,450.00 + VAT – Proposed Cllr Jordan, seconded Cllr Jones, all agreed.</li> </ul> <p>Cllrs noted 3 points for action by the Contractor – Notifying the Clerk when trees require trimming to 3m, removing ivy from trees and clearing moss from the tarmac footpaths – Clerk to remind contractor.</p>	<b>Clerk</b>																								
<b>11</b>	<p><b>Budget/Precept 2021-22</b></p> <ul style="list-style-type: none"> <li>a) Cllrs to review and approve the budget for 2021/22 in line with the 5-year rolling forecast – After discussion it was decided to defer the approval of the budget to the next meeting and allow further amendments to the draft document.</li> <li>b) Cllrs to approve a precept demand for 2021/22 – Item Deferred.</li> </ul>	<b>Deferred</b>  <b>Deferred</b>																								

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<b>12</b>	<p><b>Play Areas</b></p> <p>Cllrs to review the current contract with Vita Play Ltd for quarterly inspections/cleaning and consider and approve any action required – After receiving an update from the Clerk, Cllrs reviewed the changes introduced by Vita Play Ltd and expressed their dissatisfaction with the product, the primary reason being the new reporting process is not working in an acceptable or user friendly way for AAPC. Cllrs resolved to instruct the Clerk to commence termination of the contract by giving 28 days written notification, as set out under Clause 2 – Termination of Contract. – Proposed Cllr Jordan, seconded Cllr Coffey, all agreed.</p>	<b>Clerk</b>
<b>13</b>	<p><b>Bus Shelters</b></p> <p>Cllrs to review HCC response regarding replacement of bus shelters and approve a response. Cllrs reviewed HCC’s offer to replace the bus shelters, including the offer of up to £500 annually for repairs if required and re-siting of the noticeboard at Bulbery. Cllr Jordan proposed that AAPC accept HCC’s offer to replace the bus shelters and the transfer of ownership to AAPC under the terms offered, seconded Cllr Roberts, all agreed. Cllrs agreed to canvass the community on the choice of shelter. Cllr Jordan and Clerk to discuss best way to obtain community feedback.</p>	<b>Cllr Jordan/ Clerk</b>
<b>14</b>	<p><b>Census 2021</b></p> <p>Cllrs to review and agree a response to emails received regarding the Census 2021. Cllrs agreed that the Clerk and Chairman would complete the survey and circulate to Cllrs.</p>	<b>Cllr Jordan/ Clerk</b>
<b>15</b>	<p><b>To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding commercially sensitive information. Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.</b></p> <p><u>Cllr Jordan proposed extending the meeting by 30 mins, seconded Cllr Coffey, all agreed.</u></p> <p>Cllrs to review works requested to WMH car park drainage and review and approve a quotation.</p> <p>Cllrs discussed the proposed works and supported the WMH committee request for drainage works. Cllrs reviewed the quotations submitted and resolved to appoint Purbeck Civil Engineering to carry out the works at a cost of £2,934.00 + VAT - Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</p>	
<b>16</b>	<p><b>Next Meeting</b></p> <p>Date of next meeting - Thursday 14<sup>th</sup> January 2021 – 7pm</p>	

**Meeting closed at 21.12**

**These minutes were approved at the meeting held on 14<sup>th</sup> January 2021**