

## Minutes

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

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

### 1956 Apologies for Absence

Apologies had been received from Mr M Hatley and Mr Butcher who had other commitments.

### 1957 Minutes

The Minutes of Meetings held on Wednesday, 24<sup>th</sup> October and on Monday, 12<sup>th</sup> November 2012, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

### 1958 Matters Arising from the Minutes

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

### 1959 Declarations of Interest

There were no declarations of pecuniary interest.

### 1960 Public Participation

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

### 1961 Ampfield Recreation Ground

#### 1961.1 Maintenance

The weather had been particularly wet and very little maintenance had been possible over the main winter months. However, the persistent wet weather had tested the drainage system and it remained effective.

### 1961.2 Repairs to pitch

An outbreak of molehills had occurred and the pest controller had been called in; things now seemed to be under control again. The grass had started to re-grow over the holes dug up by rabbits and the damage was much reduced; the contractor had been stood down for the rest of the winter. There had been a few instances of bullocks getting into the Recreation Ground from the lower field and causing some damage to the pitch. Council had been advised that the fence would be repaired in the Spring by the tenants using the field.

### 1961.3 Area behind the concrete base

Arrangements to level out the uneven surface to the east of the playground in the Recreation Ground had not proved practicable. As this area could present a risk to users alternative solutions would be sought. It was confirmed that timbers from Chapel Wood were available to shore up earth and rubble should that approach prove satisfactory. It was agreed that Mr Clark would take forward the improvements to that area.

### 1961.4 Inspection summary

An annual review of the outcomes of the regular inspections of the Recreation Ground had shown that damage to the pitch by animals had been the most persistent problem. A new rota for inspections throughout 2013 would be issued by the Clerk later that week. It was agreed that minor works to the playground surface and equipment would be undertaken in the coming months by Mr Clark and Mr Nanson.

## 1962 Chapel Wood

### 1962.1 Friends of Chapel Wood (FOCW)

The Friends of Chapel Wood had met in December. The working party had been well attended with 11 people working on removing rhododendron from the western side of the Burial Ground, keeping the paths clear and removing duckweed from the pond.

### 1962.2 Work in the Woodland

It was intended to have a bonfire in January to get rid of the arisings which had accumulated with the clearance of the Rhododendron. It had not been possible to link the "Greening Day" with the planting of the Jubilee Oak.; arrangements would now be made for the Oak, and other new trees, to be planted in the Spring. Mr Clark had had the brass plaque for the Oak made up; a suitable backing would be applied to make it ready for use in March.

### 1962.3 Burial Ground

Now that the vegetation on the western side of the Burial Ground had been cleared, it was agreed that arrangements would be made to have the whole ground surveyed so that the area could be properly marked out. As this might necessitate the movement of a memorial bench Mr Roads had advised the family concerned. Water levels presented a problem in some parts of the ground where drainage was poor; it was agreed that a substrata survey would be explored to assess drainage possibilities. Eligibility for burial would be reviewed again to help ensure that the best use could be made of the available space. It was agreed that Miss Rothwell, Mr Roads and the Clerk would review the criteria, discuss the situation with the Revd. Gilks and report back to Council with any proposals for change.

### 1962.4 War Memorial

It was agreed that an up-to-date evaluation of the American Airmen War Memorial would be acquired for insurance purposes.

## 1963 Financial Matters

### 1963.1 Accounts for payment

It was proposed by Mr Nanson, and seconded by Mr Jones, (with the exception of the cheque for £5.66 which was proposed by Mr Roads), that the following accounts be paid:

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
B Nanson-lock repairs	5.56
Southern Water-Rec Grnd usage	33.80
Messenger advert renewal	15.00
Ampfield Village Hall-hall hire-Feb-Dec 12	522.00
Redington Electrical Services-projector installation	880.00
G Phelps- pitch repairs-Rec Ground	44.00
Ampfield Village Hall-fire extinguisher re-charge	72.03
Office Expenses-D Matthews	50.15
P Reynolds-internal audit services	335.00
TVBC-speed sign management	770.00
January salary-D Matthews	540.16
HMRC-January payments	150.25
February salary-D Matthews	540.16
HMRC-February payments	<u>150.25</u>
	<u>4108.36</u>

Payments made between meetings

TVBC-maintenance contract + playground mowing	1797.37
Plants for War Memorial-Cllr Butcher	46.79
Plants for Chapel Wood-Miss Rothwell	39.00
Epsom projector-Cllr Nanson	488.98
Brass plaque Jubilee Oak-Cllr Clark	75.00
Digley Associates- Operational & Annual inspections	<u>90.00</u>
	<u>2,537.14</u>

1963.2 Income and anticipated expenditure

Council had considered current and projected expenditure at some length in relation to the setting of the next year's budget, and to the precept calculations, at the Finance Committee meeting which immediately preceded the Council meeting. It was noted that 50% of the costs for the management of the speed sign would be recovered from Braishfield Parish Council. As both readings for water usage had been estimated for the current year, Mr Clark would read the actual meter to determine if there was a significant variance. Income for the period had been just over £1600, most of which was the grant for the projector and laptop. Mr Nanson advised that \$106 monies from developer funds in relation to Green Pond Lane, had been received by TVBC and would be transferred to Council before the year end. Council noted that the internal auditor had started the 9-month internal audit on 9<sup>th</sup> January and was due to complete on 17<sup>th</sup> January; no issues were anticipated.

1963.3 Assets including projector & associated equipment, and the Lengthsman Scheme

The new projector and associated kit had been installed in the Village Hall for community use. Council was grateful to the Big Lottery Fund for the funds allocated; Mr Nanson would complete the project report and consider how best to publicise the grant. Council's interest in the Lengthsman Scheme had been registered with Hampshire County Council (HCC). It was not known, however, if the scheme would continue into the next financial year and what budget might support it. The contract on the printer/photocopier would expire at the end of March. Council agreed that Mr Nanson and the Clerk would identify suitable replacements for consideration.

1964 Budget and Precept 2013/2014

Council agreed the recommendation from the Finance Committee to set a budget of £42,899 for the next financial year 2013/2014. As before, care had been taken

to ensure no increase in the Precept; Council agreed a figure of £32,537 for 2013/2014 which was a decrease of 0.24% over the previous year.

1965 Parish Assembly 2013

The Parish Assembly had been fixed for Monday, 29th April 2013 in the Village Hall, Ampfield. The annual newsletter would be produced as usual; Mr Nanson would prepare the project template. As late delivery of articles had caused problems with the printing schedule the previous year, deadlines for completion and delivery of articles would be adhered to. The 3-year agreement with Watermark Printing to produce the newsletter had now expired. Mr Nanson would prepare an invitation to tender and invite local businesses to bid for the work. Mr Clark would review the delivery schedule.

1966 Health & Safety Policy

The Clerk had used the “round robin” request system at the Hampshire Association of Local Councils (HALC) to identify other councils who had adopted a written health & safety policy. Review of the 3 responses received showed there to be no uniformity of approach. If no other useful information was forthcoming, Mr Roads would prepare a short paper for Council’s next meeting in which he would suggest that the HALC template be adopted.

1967 Communication Policy

Mr Edwards delivered a short presentation on how and with whom Council currently communicated, and made some suggestions for improvements. It was noted that there had been significant changes in how people communicated generally and that electronic methods were likely to become even more widespread. Changes in the parish required quicker responses to issues than had been acceptable previously. It was agreed that the policy would be taken forward by Mr Edwards who would consult with other Members as necessary.

1968 Correspondence and Communications

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

A list of dates and venues, throughout 2013, of Caroline Nokes MP’s “Drop in Surgery” had been received. It was agreed that they would be published on the website. A request had been received from the new Community Development Officer at TVBC for information about activities for children and young people, outside of school hours, in the parish. It was agreed that the Clerk would co-ordinate a response and Councillors would feed in any relevant information from their areas.

1969 Reports from Committees and Portfolio Holders

### 1969.1 Planning Committee

The following applications had been commented on after discussion on:

#### 27<sup>th</sup> November 2012

12/02230/FULLS                      The Oaks, 19 Straight Mile

#### 17<sup>th</sup> December 2012

12/02578/TPOS	The Trees, 22 Beechwood Crescent
12/02392/TPOS	19 Hocombe Wood Road
12/02615/TPOS	The Trees, 22 Beechwood Crescent
TVE004 HCC	Ampfield Primary School, Knapp Lane
12/02586/ADVS	Ampfield Golf Club, Winchester Rd
12/02687/FULLS	Larkspur, 23 Straight Mile
12/02616/TPOS	Walden, Hook Crescent
12/02635/FULLS	Ampfield House, Winchester Road

Council agreed that a meeting of the Planning Committee would not be called to consider the single application to fell a Fir tree on that occasion (12/02744/TPOS). It was understood that the application for development at Morleys Lane would not now appear before the Southern Area Planning Committee until March 2013. It was agreed that the Chairman would write to TVBC to confirm priorities and clarify requirements in relation to any developer funds.

### 1969.2 Public Transport & Highway Liaison

Mr Edwards outlined the consultation exercise being undertaken by HCC following the loss of bus routes which affected parishioners living in Baddesley Road and nearby streets. It was agreed that Council should promote the exercise and encourage parishioners in the streets affected to take part and give their views. A covering letter, signed by the Chairman, would be delivered by Councillors to residents of the mobile homes parks and nearby streets. Mr Edwards had identified the costs of the printing and a sum of £56 was agreed.

Mr Clark, Mr Nanson and Mr Edwards had met with representatives of TVBC and HCC to discuss a range of traffic management issues including Morleys Lane, the Hursley report, safer routes to school and closing the A3090 on Remembrance Sunday. Increased traffic from the Abbotswood development, and its effect on the Jermyns Lane junction, were causes for concern. Changes to the character of the Straight Mile might cause a review of speed limits; it might be helpful to discuss the situation with

Romsey Extra whose boundary cut across the Straight Mile. The Clerk would circulate notes of the meeting. It was agreed that Mr Clark would draft a letter to TVBC seeking a feasibility study to take account of all the traffic management issues raised by Council.

Mr Roads had reported potholes in Knapp lane to Highways.

#### 1969.3 Ampfield School Liaison

There were now 33 children on the register which was a considerable increase from the numbers in September. Ms Carrington, Headteacher at John Keble, Hursley continued as Executive Head at Ampfield spending 2 days a week there. Mr De Silva, Head of Teaching and Learning at John Keble, also spends 2 days a week at Ampfield. The arrangement appeared to be working well.

#### 1969.4 Safer Neighbourhood-Local Action Group

The Group had met on 6<sup>th</sup> December 2012. Although speeding in Ampfield had been discussed it was not considered by the Police to be an especially bad area. The “black box” monitoring was not expected to take place again in Ampfield until 2014 although TVBC could help with speed monitoring if required. The Community Speed Watch Scheme would meet on 5<sup>th</sup> February and Mr Edwards and Mr Stevens would attend to see if it was a suitable scheme for Ampfield.

#### 1969.5 Website

Mr Jones informed Council that the new website was nearly ready and would go live shortly.

#### 1969.6 ACHA

Finance Committee (see paras. 1963.2 and 1964)

Footpath Warden

Hampshire Association of Local Councils

Test Valley Association of Parish Councils (TVAPC)

Tree Wardens/Environment

Village Hall Liaison

There was nothing new to report.

#### 1970 Test Valley Borough Council (TVBC)

Mr Hatley was not at the meeting but had circulated a briefing note of current topics of interest including the suggested timetable for the finalisation, submission, adoption and review of the Local Plan. TVBC Customer Service

facilities would move from the Duttons Road office to the former Magistrates' Court on 4th February 2013. All Southern council meetings would be held in the refurbished Crosfield Hall.

1971 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 11th March 2013 in the Village Hall, Ampfield starting at 7.00pm

1972 Closure

The meeting closed at 8.40pm.

**Chairman**.....

**Date**.....