

# Minutes

The Minutes of the meeting of Ampfield Parish Council held in the Village Hall on Monday, 16<sup>th</sup> September 2013 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

## 2028 Apologies for Absence

Apologies had been received from Mr P. Edwards and Mr M.D. Hatley who had other commitments.

## 2029 Minutes

The Minutes of the Meeting held on Monday, 8<sup>th</sup> July 2013, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

## 2030 Matters Arising from the Minutes

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

## 2031 Declarations of Interest

There were no declarations of pecuniary, or code of conduct, interest.

## 2032 Public Participation

PCSO Jo Cole and Mr Chris Sparkes (Parish Lengthsman) were present.

Miss Rothwell welcomed PCSO Cole and Mr Sparkes to the meeting and invited them to speak.

PCSO Cole mentioned the recent, significant burglary in Ampfield which, along with others, had been listed in the regular beat report. The thieves had used a ladder from the property to gain entry. They were thought to be part of a larger gang operating in the region. On a smaller scale many garden sheds were being broken into and these incidents would often not be discovered until the following spring; everyone was encouraged to mark their equipment with identifiers so they

could be reclaimed if recovered. Oil thefts remained a large problem but some funding had become available to help identify stolen oil through dyes. Dyes would be put first into tanks at Churches and Village Halls in rural areas as they were particularly vulnerable. PCSO Cole agreed to bring some crime prevention material for display at the Parish Assembly and possibly the Village Market.

Mr Clark introduced Mr Sparkes. The first Lengthsman session had gone well and Mr Sparkes was due to return to the Parish at the end of September. The next batch of work would include notice boards, street signs and clearance of vegetation. It was recognised that careful consideration would need to be given to work designated for the winter session.

## 2033 Ampfield Recreation Ground

### 2033.1 Maintenance

The rabbit damage had got worse; the number of holes were increasing and getting deeper. The contractor had continued to work on them Saturday mornings before the cricket match. It was agreed that the repair work would continue for a few more weeks and that more grass seed and top soil would be ordered. It was noted that the playground, recreation ground and woodland inspection sheets were now held on the website. The insurance renewal documents had been received and policy changes indicated that weekly inspection of playground equipment would be necessary. The Clerk would query this with Came & Company.

### 2033.2 Cricket developments and risk assessment

An analysis of the number of “sixes” hit, and where they had landed, had been done by the Cricket Club; the risk analysis could now be completed. Responses from the Hampshire Association of Local Councils’ (HALC) round robin on cricket pitches and proximity to play areas were awaited. Ampfield Crusaders Cricket Club (ACCC) would amalgamate with North Baddesley in the 2014 season. Their third team would play at Knightwood otherwise there would be no change to existing arrangements. Mr Nanson would check the current lease and letting agreements to ensure compliance. The Chairman of ACCC had expressed thanks to Council for their support throughout the season. Council noted that the 3 showers in the changing rooms were no longer deemed safe and would have to be replaced. It was agreed, in principle, that a contribution would be made to the cost. This would be determined when the estimate was available.

## 2034 Chapel Wood

### 2034.1 Friends of Chapel Wood

There had been no working parties in the summer months. The AGM had been

held and minutes had been circulated. The risk assessment for the woodland had been reviewed and confirmed.

#### 2034.2 Work in the Woodland

The next working party would concentrate on mending fences, strimming weeds around the Chapel Hill entrance and the pond area, and clearing pathways of encroaching vegetation. As the weed problem around the pond and boardwalk areas was getting worse each year it might be necessary to use glysohate next spring to get it under control. It was noted that Mr Sparkes, Parish Lengthsman had the relevant certificates for spraying weeds; it might be possible to use him for that work during the April/May 2014 visit.

More plants would be bought, including native bluebells, for placing in the Burial Ground area. It was recognised that a larger area of bracken would need to be cut down next year than had been allowed for in the current Test Valley Borough Council (TVBC) Contract. It had been agreed previously that Mr. Roads would get a quote from TVBC for the removal of some, or all, of the Rhododendron ponticum. The invitation to tender for the 4-yearly health & safety inspection of the woodland trees had been issued; the closing date was 18<sup>th</sup> October 2013.

#### 2034.3 Burial Ground

An invitation to tender to survey the Burial Ground had been issued with a closing date of 18<sup>th</sup> October 2013. A review of the drainage issues would be initiated after the survey had been completed and any actions taken. Mr Butcher reported that the hedges had been cut back around the War Memorial and more plants would be bought to improve the area before Remembrance Day in November.

### 2035 Financial Matters

#### 2035.1 Accounts for payment

It was proposed Mr Nanson, and seconded by Mr Jones, that the following accounts be paid:

| <u>Cheques to be signed at the meeting:</u> | £ (inc VAT)    |
|---|----------------|
| EPR Ltd                                     | 2767.80        |
| TVBC GM Contract + rolling+perimter         | 1382.14        |
| Office Expenses-D Matthews 8/7 to 15 /9/13  | 15.30          |
| September salary-D Matthews                 | 556.63         |
| HMRC September payments                     | 156.83         |
| October salary-D Matthews                   | 556.83         |
| HMRC October payments                       | <u>156.63</u>  |
|   | <u>5592.16</u> |

| <u>Payments made between meetings</u> | £ (inc VAT)     |
|---------------------------------------|-----------------|
| TVBC management of speed sign         | 790.00          |
| G Phelps-repairs to Rec Ground        | 218.75          |
| HALC- VAT training                    | 72.00           |
| TVBC -grass cutting in playground     | 41.95           |
| Konica Minolta- copier rental         | <u>128.88</u>   |
|                                       | <u>1,251.58</u> |

### 2035.2 Receipts and Anticipated Expenditure

Income of just over £320 in the period had been due to the quarterly rent from the Cricket Club and a new memorial in the Burial Ground. The insurance renewal quote of £1,149.89 had been received; this would be reduced by 5% to £1,092.40 should Council sign a new long term agreement until October 2016. Council had been satisfied with the service from the insurance broker and appreciated that they were the leaders in the parish & town council sector. It was agreed that the long term agreement would be accepted. Changes to the policy included the requirement that where supervision was deemed necessary for any play equipment then that supervision had to be provided. Council noted that no such requirement existed in the playground. Another change required that all play equipment had to be inspected, at least, weekly. As agreement had already been reached that it was sufficient to inspect the playground weekly in the spring and summer but only fortnightly in the winter months, the Clerk would query the change with Came & Company. Mr Nanson agreed to get a quote for refresher training for Councillors from the company that conducted the annual inspections of the playground.

### 2035.3 Bank account

It was noted that the changes at Lloyds bank had now taken effect and Council's banker in Romsey was now TSB. There were, as yet, no changes to how the bank operated.

### 2035.4 Office copier/printer

The new Konica Minolta machine had been installed and was working well except that the scan facility was not functional; the Clerk would pursue this with the supplier.

### 2035.5 National pay award

It was noted that the Local Authority National Pay scales had been increased by 1% from 1 April 2013. This would increase the salary bill by £84.

2036 Planning

Mr Clark thanked everyone for their support in dealing with the public meeting, held on 11<sup>th</sup> September 2013, and the issues surrounding application 13/00952/FULLS for 6 gypsy pitches on Ampfield Hill. The public meeting had been well attended with approx. 110 people in the Hall. The vast majority of opinion had been opposed to the application and over 125 objections had been sent into TVBC. It had been a good opportunity to meet and engage with residents. When the Planning Committee met on 12<sup>th</sup> September they had voted unanimously to object to the application. It was agreed that Ampfield's response to TVBC about the application would be placed on the website.

Application 13/01410/FULLS to vary the mix of tents and caravans on the Three Trees site on Ampfield Hill had been considered by Ampfield Parish Planning Committee; a "no objection" decision had been recorded subject to conditions being imposed about the number of months the site would be open, the length of stay and the minimum period within which visitors could return. The applicant was agreeable to the proposed conditions. TVBC were not minded to agree to such conditions and the issue remained unresolved. It was agreed that Mr Clark would write to the Case Officer emphasising the need for the conditions. Examples of other, similar situations would be sought.

2037 Health & Safety Policy

There was nothing further to report; the policy statement had been agreed and signed by the Chairman.

2038 Lengthsman Scheme

The Parish Lengthsman's next visit was scheduled for 30 September – 2 October 2013. A work programme had been drawn up including refurbishment of notice boards and cleaning of street signs in the Chandlers Ford area. If time permitted he would cut back vegetation around Chapel Hill and Jermyns Lane.

2039 Correspondence and Communications

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

It was noted that a former resident had written to thank Council for agreeing to certain burial arrangements. Council had been unable to meet the request from Romsey Town Council to help fund Christmas lights in the town. Council was pleased to receive the invitation from North Baddesley Council to join in a sports development programme but, in view of the limited range of facilities available in

Ampfield, was unable to take part at the present time. The Clerk would write to the Chairman on behalf of Council. Requests from national charities, for support in publicising their work, were frequently received by Council; it was agreed that such requests, however deserving, could not realistically be met.

#### 2040 Reports from Committees and Portfolio Holders

##### 2040.1 Ampfield Countryside Heritage Area

It was agreed that it would be helpful to know about all local Sites of Special Scientific Interest, and similarly designated areas; Mr Roads would pursue this through the Environmental Dept. at Hampshire County Council. It was intended that the Boxing Day Walk would take place this year.

##### 2040.2 Planning Committee

Details of applications considered, and the outcomes, were listed in the Planning Committee minutes located on the Ampfield website [www.ampfield.org.uk](http://www.ampfield.org.uk)  
Please also see update at paragraph 2036.

##### 2040.3 Public Transport & Highway Liaison

Deer signs had been erected on the A3090 and on Pound Lane following issues raised by residents at the Parish Assembly in April.

##### 2040.4 Safer Neighbourhood- Local Action Group

It was agreed that the Police should be invited routinely to all Council meetings. The Clerk would write to them accordingly and give them the dates for the rest of the financial year.

##### 2040.5 Ampfield School

Mr Butcher was pleased to report that Reception Year had been oversubscribed, and that overall pupil numbers had risen from 18 in July 2012 to 43 in September 2013. After many years where the majority of pupils were boys, the ratio of girls to boys had increased to 60:40. The federation of Ampfield Primary School and John Keble in Hursley had been approved. Two new Heads of School would be recruited; Julie Carrington, Head Teacher at John Keble would become Executive Head of both Schools.

#### 2041 Closure of the A3090 for Remembrance Sunday

The Remembrance Day ceremony, held at the war memorial at the end of Knapp Lane, was frequently drowned out by passing traffic. It had been agreed earlier in the year that Council would try to improve the situation by trying to reduce or stop

traffic noise for the short duration of the ceremony. Council had approached the Senior Highways Engineer at TVBC who had requested details about the length and location of the road closure, and a suggested alternative route. It had been noted the previous year that Hursley Village had had their section of the A3090 closed at that time and it was agreed that the Clerk would speak to them about what arrangements they had put in place and report back to Council.

2042 Test Valley Borough Council (TVBC)

Councillor Hatley was not present at the meeting.

2043 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 11<sup>th</sup> November 2013 in the Village Hall, Ampfield commencing at 7.00pm

2044 Closure

The meeting closed at 8.50pm.

**Chairman**.....

**Date**.....