

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 8th October 2018 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman) - Presiding
Pete Edwards, Martin Hatley, Julian Jones,
David Stevens and Julie Trotter

2780 Attendance and Apologies for Absence

Apologies had been received from Allan Clark, Graham Roads and Margaret Rothwell.

2781 Minutes

The Minutes of the meeting held on Monday, 10th September 2018, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2782 Matters Arising from the Minutes

Council had written to two parishioners on 19th September to clarify the situation with regard to parking on the verge on a designated clearway. The opinion given at the September meeting was that that would be illegal, however, further research had indicated this was not the case as long as the carriageway itself was not obstructed. Correspondence had continued with concerns being raised about parking on pavements. Martin Hatley had raised these issues with Highways Officers and was seeking clarification.

2783 Declarations of Interest

Julie Trotter declared a personal interest in Morleys Green, and also in the Village Hall, as she was a Trustee and Member of the Committee.

2784 Public Participation

No members of the public were present.

2785 Finance matters

2785.1 Accounts for payment, receipts and anticipated expenditure

It was proposed by Julian Jones, and seconded by Martin Hatley, that the following accounts be paid:

Cheques to be signed	£ inc VAT
JN Landscapes Ltd- Morleys hedge maintenance along A3090	582.00
September salary - D Matthews	612.84
September payments to HMRC	175.59
HCC County Supplies - items for pavilion	101.52
AceLiftaway - stone removal	52.20
JN Landscapes Ltd- Morleys open spaces maintenance Aug-Sept	1590.00
Zip Imagesetters Ltd - VDS graphic design	<u>2118.00</u>
	<u>5,232.15</u>
Payments made between meetings	
PWLB - Rec Ground loan	3,016.65
NEST pension payments September 2018	
D/D	<u>24.19</u>
	<u>3,040.84</u>

Council confirmed and approved the cheques and payments made between meetings. It was agreed that the Data Protection Registration fee could now be paid by direct debit. The Clerk would arrange it. It was noted that the 6-monthly payment on the Recreation Ground loan had been paid. Receipts for the month of September had been boosted by the 2nd instalment of the Precept of £17, 877.50. Excluding construction and fitting out costs for the Pavilion, expenditure to end September 2018 was £15,018; this represented 18.4% of the annual budget. In adjusting the budget to £57,464 by setting aside the proposed transfers to reserves of £24,000, expenditure was 26% of budget. Bank balances on 9th October 2018 stood at £142,033.52 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at £ 66,806.64.

2785.2 External audit

The external audit had been completed and the comments made were presented to Council for information and discussion. The external auditor raised an issue on the accounts as the outstanding loan figure shown did not match that of the PWLB. The loan payment fell due on 31st March. The PWLB had been inconsistent over year-end payment dates and had changed their approach after Ampfield Parish Council had completed and closed its accounts. This in turn meant that the external auditor did not agree the year end cash balance which was affected by the loan payment. It was noted that the situation would not arise again for a few years until the Easter public holiday fell again at the end of the financial year thus moving payments into the following year. The Clerk would discuss with the internal auditor what adjustments would need to be made in next year's accounts to bring it in line with the external auditors' views. Notices had been

published advising parishioners that the accounts had been completed and were available for inspection.

2785.3 Insurance renewal

Council's insurance cover was coming to an end. Came & Co, Council's insurance broker, had reviewed the market for best fit with parish councils and proposed that a new policy be taken out with Inspire. The new premium would be £1911.08 taking account of the discount offered with a 3-year deal as before. This was less than a 2% increase in premium over the previous year and took account of the significant increase in Council's assets following the building of the pavilion. It was agreed that Council would accept the new proposals. The Clerk & Chairman would take it forward once satisfied the cover offered was acceptable.

2786 Recreation Ground and project progress

2786.1 Ground maintenance

A bag of soil had been bought for repairs. It was thought that use of the unofficial access from the White Horse carpark to the Recreation Ground, would be less damaging to the ground than other possible entry points when the old wooden pavilion was removed and a new carpark built. Permission from the White Horse would have to be sought. However a barrier of some sort would have to be erected to stop unauthorised access. Martin Hatley would do some research on the costs of various barriers. There was a large mound of debris next to the access point in the carpark; it was likely that vermin were around there. Attempts would be made to find out who owned it and get some idea of removal costs.

2786.2 Removal of Wooden Pavilion and Car Park Construction Project

After submission of the original bid for a grasscrete carpark, the contractors had been asked to also quote for tarmac. Two quotes had been received and the third was awaited. Rather than wait a further month before meeting to review submissions and award the contract, it was agreed that a tender valuation group would be convened as soon as practicable to which all councillors would be invited. It was noted that the next Community Asset Fund application deadline was 16th November.

2787 Morleys Management

2787.1 Ground Maintenance

The cutting back of overhanging branches, and clearing away vegetation encroaching on the pavement, had been carried out very quickly by Council's Morleys contractor. That stretch of vegetation would now be kept under review and included in the ground maintenance contract. The repeated parking of works vans in the non-designated parking bays had caused some concern. There was no obvious solution to it.

2787.2 Allotments

Julian Jones and Davis Stevens were meeting with allotment holders the following evening. Rental renewal was due in October. It was known that one allotment holder would give up their plot for family reasons. Another plot had been uncultivated for some time and had been the source of complaint from other allotment holders. This was being brought to a conclusion through the agreed process. Taking everything into account there could be 3 plots which could be made available to people on the waiting list.

2788 Data Protection Regulations

Council agreed to adopt the new email addresses @ampfield.org.uk. Those who preferred to use existing addresses could set up a Rule to have the emails transferred over. David Stevens would continue to help those who needed support.

2789 Newsletter proposals

Council considered and agreed the list of topics suggested for the Autumn newsletter. At this stage it was not thought likely that there would be any space for an entry on the Village Hall. It was agreed that Pete Edwards would take forward the production of the newsletter as outlined.

2790 TVBC Open Space Document

TVBC's Planning Policy Team had recently conducted an update of the Public Open Space Audit in Ampfield Parish. This had been done through a combination of desk based studies and site visits. Their findings had been circulated to Council prior to the meeting. It was agreed that Members would review the document and assessments made of individual spaces and give any comments to the Chairman who would respond on behalf of Council.

2791 Burial Ground

Council confirmed its decision, made by email, to permit the placement of ashes of a family member into an existing grave plot. As it was consecrated ground, members of St Mark's ministry team would be in attendance.

2792 Date of next meeting

The next meeting of the Council would be held on Monday, 12th November 2018 starting at 7.00pm in the Village Hall, Ampfield.

2793 Closure

The meeting closed at 8.10pm.

Chairman.....

Date.....