ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting held on
Thursday 3rd November 2016 at 19:00
at Abbotts Ann War Memorial Hall

Present: Parish Councillors A Hayter (Chairman), T Abram (Vice Chairman)
Mrs S Bleeker, Mrs L Haigh, C Teasdale, M Doherty, Borough Councillor Mrs M Flood.

Members of the Public: 7

Minutes: Mrs Clare Cotterell – Clerk
Meeting started 19.02

AGENDA ITEM		ACTION
1	**Apologies for Absence** Apologies received from Cllr Wells, County Councillor Gibson and Borough Councillor Stallard.	**NOTED**
2	**Declarations of Interest -** None	
3	**Cllrs to agree the minutes to be an accurate record of the meeting held on 6th October 2016:** Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed except Cllrs Abram and Doherty who were not present at the meeting on 6th October.	
4	**Actions to be reported:** Clerk reported from the meeting held on 6th October 2016: Item 5 – Small Grants funding - Clerk has asked Cllr Haigh to assist with this. Item 9 – Pensions - Pension report completed and now circulated. Item 10 RoSPA report – Contacted TVBC for quotation but have had no response. Contacted Vitaplay from Winchester, who were recommended by Stockbridge Parish Council. Arranged an onsite meeting and quotations for the remedial work have been circulated. They also highlighted a couple of issues not shown on the ROSPA report: 1. Timbers on the multi-unit at Bulbery have moved and there are now some finger trap hazards. 2. Noted that the overhanging branches in the WMH play area are very low and have confirmed that the minimum distance should be 1.8m from the ground. Vitaplay provide quarterly inspections which will cover small repairs/cleaning/fixing loose bolts etc and have requested a quotation for this. Quarterly inspections will not replace the required ROSPA Annual inspection. Abbotts Ann Fencing have quoted for repair to gate and fence between the cob wall and the village hall. £80.25 + VAT. I have accepted this quote and the work should be completed shortly. They also pointed out that the fence between the hall and the fence by the road, on the left as you come into the car park, is very unstable and suggest it will need 3 x posts and top rail replacing. They will provide a quote for this. Item 13 – Budget has been updated for review. Banking update – in progress to switch bank accounts. Red telephone box – a volunteer has offered to paint the box. Some suggestions have already been received for its future use. Emergency power out packs are now located in the shop. Tender for the Maintenance contract to be added to next agenda. Village action plan has been circulated to be added to next agenda.	**Ag item** **Ag item**
5	**Public Participation -***This item will be limited to 15 minutes, unless directed otherwise by the Chairman* – None.	
6	**Borough and County Councillors Reports** The Clerk read Cllr Gibson's report: 1. The traffic calming at the St John's Crossroads. I believe that the plans were sent to you but I have given a hard copy to Cllr Flood. The proposals are designed to slow the traffic through the crossroads and we will have to see if they are effective. The work will be undertaken very soon. 2. 20 mph trial. The trial in a number of villages is ongoing. I have asked that Abbotts Ann be put on the list for the next phase. At the moment, no date has been set for	

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	the second phase. I will update you again next month. 3. The traffic monitoring at the Co-op site on the A303 is now functioning fully. The system came back on line about 6 weeks ago. Cllr Hayter has asked to see the data from the system and I have forwarded a request and I am awaiting a response. Cllr Hayter also asked how the money is being spent. I am told that while HCC collect the data, the decision is taken by TVBC although I would guess that a portion will go for Highways work. This data has also been requested. Cllr Flood reported: 1. Informed that 16/01512/OBLN at Andover Business Park is on the NAPC Agenda – meeting to be held on 17/11/2016. 2. A343 St Johns Cross Bus Stop lay by – Investigating the possibility of improvements for passengers many of whom are school children en route to school. 3. A343 Salisbury Road/St Johns Cross – Barred routes monies/Andover Business Park – Decisions on spending these monies are made by officers of HCC Highways in consultation with TVBC. HCC produced a list of general highways works in Test Valley after a request by Cllr Stallard. Cllr Flood has asked for more information regarding the priorities allocating fines and the areas where monies were/are being spent. 4. Boundary Changes – 3 boundary changes: Parliamentary, HCC and Test Valley in progress and all at different stages of the process. Anna Ward and hence Abbotts Ann Parish will be within Test Valley constituency should the proposed Parliamentary Constituencies changes by approved by Parliament. The Local Government Boundary Commission has determined that an electoral review of TVBC's electoral arrangements should take place. There are two parts: a) determining the Council size and b) the number, names and boundaries of the wards and number of councillors to be elected in each. TVBC Full Council sits on 9th November to consider the recommendation to make a submission, that the number of elected councillors for TVBC be reduced from 48 to 43. Agreed Cllr Haigh to speak at the Northern Area Planning Committee on behalf of Parish Council regarding application 16/01512/OBLN. Cllrs will provide wording and Clerk will inform TVBC.	**Cllr Haigh/ Clerk**
7	**Planning and Tree Work applications – Cllrs to propose a response to be submitted to TVBC relating to the following applications: Proposed Cllr Abram Seconded Cllr Teasdale.** a) 16/02398/ADVN – Display of 2 banner advertisements in wooden frame structures – Andover Garden Centre, Salisbury Road, Little Ann Bridge – **No objection** – A**ll agreed**. b) 16/02347/FULLN & 16/02348/LBWN – Reinsertion of barn doors previously boarded over and addition of glazed door behind barn doors including repainting of the barn to darker green – Faircroft, 43-44 Monxton Road, Abbotts Ann – **Object** on the grounds that it is not in keeping with the character of the building and surrounding buildings – **All agreed.** c) 16/02370/FULLN – Conservatory to rear – 29 Hibiscus Crescent, Andover – **No objection** – **All agreed.** d) 16/02537/FULLN – Demolition of single storey dwelling and erection of new dwelling with integral garage, existing drive extended and widened entrance – Staddles, Old Salisbury Road, Abbotts Ann – **No objection** - **All agreed**. e) 16/02595/FULLN – Internal and external alterations providing a new bedroom – Meadow Cottage, Duck Street, Abbotts Ann – **No objection** – **All agreed**. f) 16/02533/TREEN – T1 Sycamore – Fell. T2 Beech – Fell – Kallehult, Church Road, Abbotts Ann – **No objection** – **All agreed.**	
8	**Proposal to review Trees within the Parish** Cllrs to review the trees and apply for Tree Preservation Orders on those not covered. Discussion held regarding TPOs in conservation area. Agreed to review existing TPOs and whether more needed - to be reviewed. Cllr Hayter to place notice into Parish magazine for interested parties to join working group to review a tree strategy within the Parish.	**Cllr Hayter**

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	Cllr Flood left the meeting at 20.25	
9	**Budget Update** Cllrs to review draft budget. Discussion held with suggestions for amendments. Clerk to amend and present for review and approval in December.	**Clerk**
10	**Correspondence** (previously circulated) a) Email – NHT Public Representative Survey 2016. – Cllr Abram to complete. b) Email – Community Transport Questionnaire. – Cllr Abram to complete c) Email – Precept Capping Consultation Response. – This item withdrawn as consultation period has ended. Noted that the Burial Ground Sub Committee meeting will be held on 16th November – Cllrs Bleeker, Hayter and Wells or Abram will attend. Noted email received regarding issues of Churchyard and Burial Ground maintenance and that maintenance contracts will be going out to tender in 2017.	**Cllr Abram** **Noted**
11	**Play Area Maintenance/Repair Quotations** (previously circulated) Cllrs to consider quotations received for maintenance/repair of equipment in play areas. Agreed to accept Vitaplay quotations to repair/replace/clean equipment to play areas – Cost for WMH area £1348.00 + VAT and cost for Bulbery Sportsfield £998.00 + VAT. Proposed Cllr Abram, seconded Cllr Doherty, all agreed. Agreed to apply for planning permission to trim overhanging branches in the play area of WMH to the minimum correct height of 1.8m - Agreed to payment of up to £500.00 once permission received. – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed. Clerk to apply.	**Clerk**
12	**Finance:** a) Cllrs to approve the Financial Statement for 1st to 31st October 2016 – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed. b) Cllrs to approve the following payments to be made. Chq Payee Amount Chq Payee Amount 1125 Clerk expenses £32.43 1126 Clerk Salary £- 1127 HCC Lighting £175.88 1128 AA Fencing £96.30 1129 HALC Training £42.00 1130 D Murphy Grds Main £187.50 Proposed Cllr Bleeker, seconded Cllr Doherty, all agreed. Clerk to confirm location of street lighting with HCC. c) Cllrs to consider funding request from AAV Housing project. Agreed to fund £379.00 – Proposed Cllr Haigh, seconded Cllr Abram, all agreed. d) Cllrs to approve funding Introduction to CILCA Course for Clerk (March 2017) – cost £40.00 and CILCA Registration and Portfolio Courses in 2017 – cost £500.00 Proposed Cllr Abram, seconded Cllr Doherty, all agreed. Cllr Bleeker proposed to extend the meeting by 15 minutes, seconded Cllr Doherty, all agreed.	**Clerk**
13	**To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding Employment matters. Proposed Cllr Abram, seconded Cllr Doherty, all agreed.** Cllrs to review Clerk's hours in relation to studying for CILCA qualification. Cllrs confirmed support for the Clerk to attain the CILCA qualification by ensuring no additional projects are started allowing any spare time to be used for training and study within the current 15 hours per week. The Chairman will hold a weekly meeting to review activities carried out to help identify efficiencies. Cllrs will reconvene to consider progress over time.	**Chairman**
14	**The Next Meeting of the Parish Council will be held on 1st December 2016**	

Meeting closed at 21.15

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