

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting held on
Thursday 2nd March 2017 at 19:00
at Burghclere Down Community Centre



Present: Parish Councillors A Hayter (Chairman), T Abram (Vice Chairman)
Mrs L Haigh, C Teasdale, M Doherty.
Borough Councillor G Stallard, County Councillor A Gibson

Members of the Public: 3

Minutes: Mrs Clare Cotterell – Clerk

Meeting started 19.00

AGENDA ITEM	ACTION
<p>1 Apologies for Absence Apologies were received from Cllrs Bleeker, Wells and Borough Cllr Flood.</p>	NOTED
<p>2 Declarations of Interest – None</p>	
<p>3 Cllrs to agree the minutes to be an accurate record of the</p> <p style="margin-left: 20px;">a) Extraordinary meeting held on 31st January 2017 – Proposed Cllr Haigh, seconded Cllr Abram, all agreed.</p> <p style="margin-left: 20px;">b) Ordinary meeting held on 2nd February 2017 – Proposed Cllr Teasdale, seconded Cllr Abram, all agreed.</p>	
<p>4 Actions/Updates to be reported:</p> <p><u>Clerk's actions from last meeting:</u> Item 4 - investigated signs for clearing up after dogs - TVBC Animal Welfare Officer will provide an example sign for review with wording added "please use bin provided". Item 6 - Copy of HCC letter regarding Red Post Lane sent to Cllr Gibson, response received from HCC Highways and has been circulated to Cllrs. (patching machine will be deployed soon/drainage works ordered/not a strong case for further review of speed limit on Red Post Lane).</p> <p><u>Updates:</u> The dog bin has been installed at The Green and added to the fortnightly emptying schedule. The WI confirm they are very happy for the Nursery School to plant up and display welly boots outside the hall. Clerk to respond to nursery school that there are no objections to their request. Cllr Haigh updated that she hoped the design plan for The Green, will be completed in time for display at the Parish Assembly. Cllr Hayter has obtained an extract of Land Registry documents confirming the Parish Council is the registered owner since 1947 of the sports field. Clerk will publish the document on the website.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
<p>5 Public Participation -<i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i> None.</p>	
<p>6 Borough and County Councillors Reports</p> <p>Cllr Stallard reported:</p> <ul style="list-style-type: none"> • Council Tax increase is £5 for a band D property equates to 3.8%. Cllr Stallard congratulated AAPC on having one of the lower precepts in Test Valley. • Leisure centre – There was a closed session debate about providing a temporary swimming pool during replacement of leisure centre – the vote was 18/17 in favour of providing a temporary pool. • St Johns Cross – after concern from residents the TVBC Clean Team has cleared up the bus stop area. • A Great British Spring Clean taking place on 3rd March in Andover – Details on the Keep Britain Tidy website http://www.keepbritaintidy.org/home • Tramps ball taking place on Friday 5th May at War Memorial Hall. <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> • Highways – Amey are no longer the HCC maintenance contractor – Skanska have won the tender which starts in August – There has been capital expenditure for new technology in the form of large machines for repairing roads. – There are no speed limit changes at all. • Council tax increase is 4.99% - 3% to adult services 1.99% is the agreed increase. • Devolution – Minister has backed no split for Hampshire but Hampshire will need to work closely with districts. County elections take place on 4th May 2017. • Grants – There may funds available after election in May – Cllr Gibson has spoken with Highways about St Johns Cross and will request any spare money at the end of the year towards this. • Andover Library– will be upgraded to a community hub. • ANPR – Cllr Gibson is still waiting for data and suggested putting in a FOI request 	

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	<p>after next meeting if no data forthcoming.</p> <p>Cllr Abram commented that potholes reported in December in Cattle Lane had not been repaired. Cllr Abram to pass the report number to Cllr Gibson to investigate.</p>	<p>Cllr Abram/ Cllr Gibson</p>
7	<p>Recycling Stars</p> <p>Cllr Stallard to update Cllrs on the Recycling Stars Scheme and recycling in Test Valley</p> <p>A briefing note was circulated to Cllrs outlining Test Valley's waste collection arrangements. Cllr Stallard requested that the Parish Council sign up to support the Recycling Stars initiative and promote recycling. All agreed that the Clerk sign up and add Cllr Haigh as the contact.</p> <p>There was further discussion regarding recycling generally in Test Valley, Cllr Stallard confirmed that progress had been endorsed for collecting thin plastics (PTTs) but that Test Valley were likely to choose not to add kerb side glass collection. (Highlighted wording amended and approved on 06.04.2017)</p>	<p>Clerk/ Cllr Haigh</p>
8	<p>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.</p> <p>a) 17/00221/TREEN – Fell 1 Malus – Higlins Piece, Duck Street, Abbots Ann – This item withdrawn as already decided</p> <p>b) 17/00252/TREEN – Reduce crown to 7m, tree height to 12m and crown height to 10m of weeping willow – Beech House, Duck Street, Abbots Ann – This item withdrawn as already decided</p> <p>c) 17/00210/LBWN – Replacement bathroom window – Shilling Cottage, Monxton Road, Abbots Ann – No objection, all agreed.</p> <p>d) 17/00320/FULLN & 17/00321/LBWN – Demolition of detached garage & erection of single storey extension – Rose Cottage, 48 Dunkirt Lane, Abbots Ann – No objection, all agreed.</p> <p>e) 17/00365/TREEN – Reduce lowest branch – Horse Chestnut T1. Reduce & thin canopy, reduce lowest branch – Horse Chestnut T2. Reduce canopy – Horse Chestnut T3 – Church Meadows, opposite St Marys Church, Church Lane Footpath – No objection, all agreed.</p> <p>f) 17/00348/FULLN – Single storey extension – Abbots Edge House, 27 Cattle Lane, Abbots Ann – No objection, all agreed.</p>	
9	<p>Sports Field Management Committee (SFMC)</p> <p>Cllrs to review and accept a proposal from the SFMC regarding its constitution and relationship with the Parish Council.</p> <p>Chairman of the SFMC gave overview and brief history of SFMC –</p> <ul style="list-style-type: none"> • Structural survey of pavilion has been carried out. Conclusion is building is sound and with remedial work could last 20 years, although it is a single skin building. • Use of the building and income has increased this year. • Storage could be improved with the possible sale of the tractor. • Funds raised are £24,100.00 new pavilion fund and approximately £900.00 in maintenance account. Accounts are audited each year by a qualified accountant. • SFMC would like to be a standalone committee and pay the Parish Council a peppercorn rent for the land and buildings. • A draft constitution, a report and a copy of the structural survey will be circulated to Cllrs. <p>Cllr Stallard advised that a grant from Test Valley's Community Asset fund could be available for refurbishment. Cllr Gibson advised that funds could be available from HCC for building works.</p> <p>It was agreed that Cllrs Hayter and Bleeker, as liaison councillors, will meet with SFMC and come back with a proposal to a future meeting of the Parish Council. Cllr Abram agreed to join the SFMC as a representative of the Parish Council.</p> <p>Cllr Gibson left the meeting at 20.15</p>	<p>Cllrs Hayter/ Bleeker/ Abram</p>
10	<p>Annual Parish Assembly (21st April 2017)</p> <p>Cllrs to agree details for the Annual Parish Assembly:</p> <p>Cllr Abram to organise refreshments – amount up to £120.00. Cllr Hayter to invite village organisations and to arrange display boards. Clerk to post notices of Parish Assembly on website, noticeboards and in magazine.</p> <p>Agreed a 5.30pm set up time and Assembly start time of 7pm.</p>	<p>Cllrs Abram/ Hayter/ Clerk</p>

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11	<p>Correspondence</p> <p>a) Email and letters - Electoral Review of Test Valley: Warding Arrangements – Cllr Stallard confirmed TVBC’s submission to the boundary commission will be ratified on 23.03.17 – Cllrs agreed to wait for the June consultation to make comment.</p> <p>b) Email – Update on External and Internal Audit arrangements - Cllrs were updated on the new External auditors for 17/18 – PKF Littlejohn. A discussion was held regarding the current internal auditor and whether to change internal auditor for 17/18 – Clerk to investigate options for internal audit for 17/18.</p> <p>c) Letter – Hampshire Police & Crime Panel – Cllr Hayter to complete responses online – closing date 03.03.2017.</p> <p>d) Letter – Housing White Paper & Consultation – This correspondence was briefly discussed and noted by Cllrs.</p> <p>It was noted that correspondence had been received from a resident that “countryside” was missed under the portfolios agreed. It was suggested that the resident could speak at a future meeting to clarify.</p>	<p>Clerk</p> <p>Cllr Hayter</p> <p>Noted</p>																		
12	<p>Burial Ground Reservation Applications</p> <p>Cllrs to consider any applications received to reserve burial plots in the Burial Ground – One application to reserve a burial plot had been received – After discussion Cllrs approved to accept this application from a non-resident. Proposed Cllr Abram, seconded Cllr Doherty, all agreed.</p>																			
13	<p>Finance:</p> <p>a) Cllrs to approve the Financial Statement for 1st to 28th February 2017 – Proposed Cllr Teasdale, seconded Cllr Doherty, all agreed.</p> <p>b) Cllrs to approve the following payments to be made</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>1153</td> <td>Clerk/office expenses</td> <td style="text-align: right;">£64.37</td> </tr> <tr> <td>1154</td> <td>Clerk/RFO Salary</td> <td style="text-align: right;">£-</td> </tr> <tr> <td>1155</td> <td>SLCC – CiLCA Training</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>1156</td> <td>TVBC – dog bin installation & purchase</td> <td style="text-align: right;">£379.33</td> </tr> <tr> <td>1157</td> <td>A Hayter – reimbursement land registry</td> <td style="text-align: right;">£50.40</td> </tr> </tbody> </table> <p>Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>c) Cllrs to approve Payroll Services Contract for 2017/18 – Agreed to accept new payroll contract for 2017/18 at £81.00 to be paid in two halves. Clerk to complete documentation and return. Proposed Cllr Doherty, seconded Cllr Teasdale, all agreed.</p>	Cheque	Payee	Amount	1153	Clerk/office expenses	£64.37	1154	Clerk/RFO Salary	£-	1155	SLCC – CiLCA Training	£300.00	1156	TVBC – dog bin installation & purchase	£379.33	1157	A Hayter – reimbursement land registry	£50.40	<p>Clerk</p>
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14	<p>To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding contractual matters. Proposed Cllr Abram, seconded Cllr Haigh, all agreed.</p> <p>Cllrs to review revised quotation bids for the Maintenance Contract.</p> <p>Cllrs reviewed the summary of the revised anonymous bid information provided by the Clerk.</p> <p>Clerk recommended to the council that they request the successful contractor provide a Method Statement for Safe Working Practices for this contract and that the contractor hold Public Liability cover of £10m. Cllrs agreed this should form part of the contract. Draft contract will be circulated and approved at the next meeting.</p> <p>Cllrs agreed to accept the bid of Contractor A priced at £9340.00 which is to be awarded subject to contract. Proposed Cllr Teasdale, seconded Cllr Abram, all agreed.</p> <p>Clerk to inform contractors by letter.</p>	<p>Ag Item</p> <p>Clerk</p>																		
15	<p>The Next Meeting of the Parish Council will be held on 6th April 2017 at War Memorial Hall, Abbots Ann.</p>																			

Meeting closed at 21.01

Minutes were amended, approved and signed by the Chairman at the meeting held on 6th April 2017