



**ABBOTTS ANN PARISH COUNCIL**  
**Minutes from the Meeting**  
**held on Thursday 7<sup>th</sup> September 2017 at 19:00**  
**at the Community Centre, Burghclere Down, Andover**



<b>6</b>	<p><b>Borough and County Councillors Reports</b></p> <p>Cllr Flood reported:</p> <ul style="list-style-type: none"> <li>• Temporary swimming pool is on track to open on 29<sup>th</sup> September.</li> <li>• TVBC have won the Wessex Region for Small Business Awards.</li> </ul> <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> <li>• 3000 responses to HCC Balancing the Budget consultation – responses are being reviewed.</li> <li>• HCC has contributed to a new till system for Abbots Ann Shop Association.</li> <li>• Cllr Gibson has agreed to put in new bus shelter at St Johns Cross.</li> <li>• Salisbury Lane at Over Wallop is to be closed and traffic will be diverted via Kentsboro.</li> </ul>	
<b>12</b>	<p><b>Item 12 brought forward</b></p> <p><b>Review of Handbells Ownership</b></p> <p>Cllrs previously approved a grant of £650.00 for the purchase of hand bells on condition that ownership stayed with the Parish Council so that the bells would remain available for the community. The Parish Council insurance company are not prepared to cover the bells unless stored on council property, making them virtually unusable. The Parish Council voted to keep the new community bells with the existing PCC owned ones and accept that they would not be insured if lost or stolen. This decision will be reviewed annually and the bells will be added to the asset register. Proposed Cllr Abram, seconded Cllr Doherty, voted 5 for, 1 against – proposal carried.</p>	
<b>7</b>	<p><b>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications: Proposed Cllr Abram, seconded Cllr Teasdale.</b></p> <ul style="list-style-type: none"> <li>a) 17/02101/TREEN – T1 – Yew Tree – Fell. Lanes End, 64 Duck Street, Abbots Ann – <b>No Objection – All agreed.</b></li> <li>b) 17/02166/TREEN – T1 – Willow – Pollard to 8m. The White Bungalow, Duck Street, Abbots Ann. – <b>No Objection – All agreed.</b></li> <li>c) 17/02176/FULLN – Erection of detached double garage – Staddles, Old Salisbury Road, Abbots Ann – <b>No Objection – All agreed.</b></li> </ul>	
<b>8</b>	<p><b>Andover Business Park</b></p> <p>Cllrs to discuss next steps regarding ANPR system and the FOI joint statement received from HCC/TVBC.</p> <p>An extended discussion was held and concerns raised that there was differing information in the joint statement from that published by Goodmans for appeal. Both Cllr Gibson and Flood agreed to raise this for action to be taken to clarify the situation. Agreed that Abbots Ann should be represented in a Steering group set up between the parishes, to obtain the data from the ANPR system and respond to the Goodmans appeal, ideally with one representative from each parish. Agreed that Cllr Hayter to be the representative for AAPC with Cllr Abram to deputise when needed.</p>	<b>Cllr Hayter</b>
<b>9</b>	<p><b>Highways – Junction improvements to St John’s Cross</b></p> <p>Cllrs to discuss the planned works to St John’s Cross</p> <p>Cllrs discussed the works and agreed it was a start to improve the junction. It was reported that there was fast traffic between Farleigh School and St Johns Cross and that traffic calming in that area could be beneficial. Cllr Gibson agreed to ask for a form of traffic calming. Cllr Hayter to write to Farleigh School to request their support for traffic calming.</p>	<b>Cllrs Gibson/ Hayter</b>
<b>10</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>a) Double yellow lines at Bulbery – Lines have recently been painted at Bulbery. The consultation for this was sent out in 2016 but not received by AAPC so were unaware of it. Clerk has confirmed TVBC Highways now have the correct email address for the PC. The correspondence was noted and it was also commented about the poor quality of the line painting.</li> </ul>	
<b>11</b>	<p><b>Section 106 Funds</b></p> <p>Cllrs to consider a wish list for the Section 106 payments received.</p> <p>It was agreed to focus on improvements to the play area at Burghclere Down and improvements to The Green as projects to apply for S106 funding. Cllrs Teasdale and Wells to provide information for the projects.</p>	<b>Cllrs Wells/ Teasdale</b>

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<b>12</b>	<b>Review of Handbells Ownership (Item moved forward)</b>																									
<b>13</b>	<p><b>Houghton Parish Council</b></p> <p>Cllrs to consider arrangements for sharing of AAPC laptop and telephone costs with Houghton PC. AAPC Clerk has also been appointed to the role of Clerk to Houghton PC. Approved to share office equipment and telephone costs with Houghton Parish Council, division of costs to be arranged by Clerk. Proposed Cllr Doherty, seconded Cllr Bleeker, agreed.</p>																									
<b>14</b>	<p><b>Internal Auditor for 2017/18</b></p> <p>Cllrs to approve appointment of an Internal Auditor for 2017/18.</p> <p>Cllrs reviewed 3 quotations for an internal auditor – agreed to appoint Eleanor Greene for 2017/18 – Proposed Cllr Bleeker, seconded Cllr Doherty, all agreed.</p>																									
<b>15</b>	<p><b>Finance:</b></p> <p>a) Cllrs to approve the Financial Statement for 1<sup>st</sup> to 31<sup>st</sup> August 2017 – Proposed Cllr Doherty, seconded Cllr Abram, all agreed.</p> <p>b) Cllrs to approve the following payments to be made – Proposed Cllr Bleeker, seconded Cllr Abram, all agreed.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>AA Fete Committee</td> <td style="text-align: right;">£144.00</td> <td>BDO External audit</td> <td style="text-align: right;">£240.00</td> </tr> <tr> <td>AA Community Land Trust</td> <td style="text-align: right;">£1500.00</td> <td>Came &amp; Co Insurance</td> <td style="text-align: right;">£1464.90</td> </tr> <tr> <td>DM Payroll Services 1<sup>st</sup> half</td> <td style="text-align: right;">£40.50</td> <td>Countrywide Ltd Aug</td> <td style="text-align: right;">£934.00</td> </tr> <tr> <td>Clerks/office expenses – Aug</td> <td style="text-align: right;">£29.04</td> <td>Clerks Salary – Sept</td> <td style="text-align: right;">£-</td> </tr> <tr> <td>Chq No 12 – Hand Bell ringers</td> <td style="text-align: right;">£650.00</td> <td></td> <td></td> </tr> </tbody> </table> <p>c) Cllrs to consider quotations and approve insurance renewal and payment for 2017/18 – Cllrs agreed to accept the quotation from Inspire of £1,464.90 and review annually – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed.</p> <p>d) Cllrs to approve Clerk’s attendance at SLCC Regional Training Seminar – 1<sup>st</sup> November – cost £59.80 – Proposed Cllr Bleeker, seconded Cllr Teasdale, all agreed.</p> <p>e) Cllrs to review and approve quotation for fencing/clearing vegetation on The Green. Agreed to ask Cllr Wells to review quotations and materials to be used and come back with a recommendation to the next meeting.</p>	Payee	Amount	Payee	Amount	AA Fete Committee	£144.00	BDO External audit	£240.00	AA Community Land Trust	£1500.00	Came & Co Insurance	£1464.90	DM Payroll Services 1 <sup>st</sup> half	£40.50	Countrywide Ltd Aug	£934.00	Clerks/office expenses – Aug	£29.04	Clerks Salary – Sept	£-	Chq No 12 – Hand Bell ringers	£650.00			<b>Cllr Wells</b>
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<b>16</b>	<p><b>Burial Ground applications</b></p> <p>Cllrs to consider applications for Burial Ground plots.</p> <p>Application received from a non-resident to reserve a burial plot. Cllrs considered the application and due to the limited space remaining in the burial ground, that the applicant has not been resident in the parish for many years and application does not fit the criteria in the Regulations, resolved not to approve the application. Asked Clerk to respond to applicant and advise of the possibility of using possible second space in an existing family plot. Proposed Cllr Bleeker, seconded Cllr Abram, all agreed.</p> <p>Agreed to extend the meeting by 15 minutes – Proposed Cllr Bleeker, seconded Cllr Abram, all agreed.</p>	<b>Clerk</b>																								
<b>17</b>	<p><b>Risk Assessments</b></p> <p>Cllrs to approve:</p> <p>a) Mowing risk assessment (Sportsfield and The Green) – Approved with agreed amendment, changing employee/public to contractor/volunteer/public – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed.</p> <p>b) Dog fouling risk assessment – Approved – Proposed Cllr Bleeker, seconded Cllr Haigh, all agreed.</p>																									
<b>18</b>	<b>Next Meeting – 5<sup>th</sup> October 2017 at 7pm – War Memorial Hall, Abbots Ann.</b>																									

**Meeting closed at 21.07**