

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 11th July 2011 commencing at 7pm.

PRESENT: Miss M.I. Rothwell (Chairman) – Presiding
Mr E.H. Butcher, Mr A Clark, Mr B.W. Nanson,
Mr G.C.A.Roads and Mr D. Stevens

1783 Apologies for Absence

Apologies had been received from Mr D.J.E.Gilks, Mr J.A.Jones and Mr M.D. Hatley who had other commitments.

1784 Minutes

The Minutes of the Meeting held on Monday, 16th May 2011, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

1785 Matters Arising from the Minutes

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

1786 Declarations of Interest

It was noted that Mr Hatley had a continuing interest in the Village Hall as Treasurer of the Village Hall Management Committee. It was also noted that Miss Rothwell and Mr Roads had recently become members of the Friends of St Mark's Church.

1787 Public Participation

Two members of the public were present; one for the entire meeting and the other for a short period to receive an update on the situation with the possible development at Morleys Lane.

The Chairman adjourned the meeting to allow the Parishioner, who had written to Council about the desirability of providing access routes from the site of the possible development into Knapp Lane, to outline the idea. Council noted the contents of the letter and agreed to bring it to the notice of the developer.

(**Afternote:** After the meeting the Parishioner withdrew agreement for the letter to be passed onto the developer.)

Concern was then expressed about the loss of wildflowers in the churchyard with the view that this had come about because of the mowing methods used and the amount of grass cuttings left on the ground. It was explained that maintenance of the woodland and the churchyard was done through a combination of professional contractors and volunteers and it was not always easy to accommodate particular approaches. However, it was recognised that the western area contained older graves which were less likely to be tended and might, therefore, lend themselves better to a wild-life meadow. This would be raised with the Friends of Chapel Wood at their AGM.

The meeting was resumed at 7.14pm.

1788 Public Consultations over proposed Development at Morleys Lane

A public consultation over 3 days at 2 locations had been held by Pegasus Planning Group about the possible development opposite the Village Hall in Morleys Lane. Responses to the questionnaires completed at the sessions would be analysed and made available on the Pegasus website along with the key findings from the Housing Needs Survey conducted the previous summer. The link would be shown on the home page of Ampfield's website at www.ampfield.org.uk.

It was agreed that, should the developer want to continue with the proposal and request a public meeting, this would best be held the middle/end of September before any planning application was submitted. It was agreed that any such meeting would be organised by the Planning Committee with the developer's representative in attendance to ensure that Parishioners were given the opportunity to understand and comment upon the possible development in order to help ensure that any subsequent development proposal took account of the needs and wishes of the Parish. In the meantime, Miss Rothwell would be happy to speak to anyone who wanted to put forward a personal view.

Having talked to a number of Parishioners, Mr Roads emphasised the need to provide opportunities for people to air their views equally; meetings should be held in an environment where participants could speak openly and where a consensus of views could be sought.

1789 Ampfield Recreation Ground

1789.1 Drainage

There had been some improvement to the condition of the ground following a rainy spell but damage caused by rabbits continued with the

southern part of the ground most badly affected. It would not be possible to play football while deep holes and ruts existed. Council agreed to the estimate of £550 from the drainage contractors to apply 6 tonnes of loam plus sand and grass seed to help repair the damage. Weather conditions were critical to its success. Grant funding for this additional expenditure would be sought.

1789.2 Maintenance

The spring feed had recently been applied and the weeds would be flayed again by Test Valley Borough Council (TVBC).

1789.3 Football pitch size

An estimate from TVBC of £250 to measure out a reduced pitch size, remove the goal sockets and place in new positions and to mark out the new pitch compared favourably with £400 for supply new goal sockets plus approximately £200 to fit etc. It was agreed that the work should go ahead.

1789.4 Improvements to pavilion base

As requested, Ampfield Crusaders Cricket Club had put forward a detailed proposal to improve the area around the pavilion base. Council was aware that the facilities for spectators were poor and that the portakabins were in need of improvement. With the exception of the replacement of guttering, the proposal was agreed. Costs would be in the region of £3500 with about £3000 of that expected to come from Section 106 funding. Council would own the project and make all purchases.

1789.5 Rent

The new licence to play cricket had set the rent for the current financial year at £1600. The Cricket Club had been losing members. As in the previous year, and in recognition of the improvements needed in the facilities and ground, it was agreed that the rent should be discounted by 50% to £800 for this year.

1789.6 Risk assessment

Mr Roads had attended the annual Local Council Advisory Services (LCAS) seminar. The need for an up-to-date risk assessment of the whole Recreation Ground was acknowledged. It was noted that Council had a duty of care even in their capacity as landlords. It was agreed that Mr Nanson, supported by Mr Clark and Mr Roads, would devise and conduct

an assessment. The need for the sports clubs to carry out and confirm inspections was agreed.

1789.7 Playground equipment

Mr Nanson had met with Chris Dodd of Playground Services to discuss options for introducing a new piece of equipment to the playground suited to the slightly older age group of 10-12 year olds. Available land to the eastern side of the playground was quite limited and, allowing for clearance and other safety issues, would probably only have room for one item. A sum of around £3000, which would be grant funded, would be used as a starting point; if a range of items were possible, children at Ampfield School would be asked to choose a favourite. It was also agreed that Mr Nanson would arrange for the repairs to the see-saw and to the metal gatepost at the eastern end

1790 Chapel Wood

1790.1 Friends of Chapel Wood

The June working party, which concentrated on clearing bracken and on general maintenance, was slightly fewer in numbers than usual due to the need to help out with the fete. The next working party was not until September although an adhoc session might be organised before then to keep the bracken down and to clear weeds from the yew hedge. The annual meeting would be held by the end of August.

1790.2 Work in the Woodland

The need to train volunteers was emphasised at the LCAS seminar (see para 1789.6). Mr Roads would ensure at the next meeting of the Friends of Chapel Wood that volunteers were aware of the risk assessment and understood how to use the tools safely. A response from the Small Grants Scheme was awaited about new sign posts for Chapel Wood. A quote had been received and accepted from C Hoare Tree Services to fell the leaning Beech tree. The work would take place on 21st July 2011. Mr Butcher would ensure that Ampfield School's Parent Teachers Association contacted the Clerk about arrangements to hold their summer BBQ in the glade behind St Mark's Church. The Clerk would inform the tree contractor about the event as work on the Beech tree was due to take place the day before.

The Parochial Church Council (PCC) had had to find a new venue for the summer fete and had stated a preference to use the grounds of St Mark's and the glade in Chapel Wood. This would start from the summer of 2012. Council agreed to the request to use Chapel Wood. It was noted that a risk

assessment and working plan would need to be drawn up in good time and it was agreed that Mr Roads would take this forward with the PCC.

1790.3 Burial Ground

Trenches for planting the box hedge in the autumn had been completed; suppliers would be contacted in the next couple of months.

1791 Assets including bus shelters and notice boards

There had been no progress with the replacement of the door on the Flexford Road notice board. It was noted that a risk assessment and maintenance schedule should be available for all assets; this would be undertaken once the work on the Recreation Ground risk assessment had been done (para 1789.6). Mr Hatley had reported before the meeting that work was well in hand with the new bus shelter on Baddesley Road. There was some work to be done by Highways on the “step down” area after which the shelter could be ordered. The contractor who was to replace the ceiling in the brick bus shelter at Green Pond Lane would complete the job by the end of August.

1792 Financial Matters

1792.1 Accounts for payment

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

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
Digley Associates Ltd-playground inspection	42.00
Southern Water-Rec Grnd Dec10-June 11	19.61
Office Expenses D Matthews	58.09
Hampshire Playing Fields Association-subscription	40.00
July salary- D Matthews	536.32
HMRC July payments	158.92
Sharp Electronics (UK) Ltd-photocopier hire	79.87
Hedleys Solicitors - pavilion lease & cricket licence	858.00
August salary- D Matthews	536.32
HMRC August payments	<u>158.92</u>
	<u>2488.05</u>
 <u>Payments made between meetings</u>	
Broker Network Ltd-insurance renewal	1094.82
NALC -LCR- magazine subscription	<u>15.50</u>
	<u>1110.32</u>

1792.2 Income and anticipated expenditure

The need to pay for the drainage project before the grant from Viridor was received had distorted income and expenditure figures for the first quarter but average expenditure for the period was 10% of budget which was typical for the early part of the financial year. A key item of expenditure had been the payment to Hedleys solicitors for essential work on the pavilion lease and the cricket licence.

1792.3 Annual Return

The Audit Commission had queried the amount outstanding on the loans for the Recreation Ground and the Burial Ground shown on Council's Annual Return as it did not match that of the Public Works & Loan Body. This was due to an oversight and the discrepancy would be noted on the Annual Return when it was sent back.

1792.4 Mileage rates

Mr Nanson advised Council that HM Revenue & Customs had now published a standard claim rate of 45 pence per mile which was an increase of 5p over the previous figure. Council agreed that this new rate should be applied to both Councillors and staff, for the first 10,000 miles, when travelling on official business.

1792.5 Public Open Space Review

TVBC had started a review of Public Open Spaces as defined by the Borough Local Plan and linked to Developer Contributions accessible through Section 106 funds. The closing date for contributions was 16th September 2011. It was agreed that Mr Nanson and Mr Roads, together with the Clerk, would complete the exercise.

1793 Correspondence and Communications

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

1793.1 Digital Switchover

The switchover from analogue to digital television would take place in the South & South East of England between February and June 2012. Special provisions were being made for those citizens aged 75 and over. Council agreed to publicise this activity on notice boards, the website and in minutes as appropriate.

1793.2 Mobile Library Service

Following a review of the Mobile Library Service, the location of the unit when it stopped in Ampfield would now be Crampmoor. Details would be placed on the website.

1793.3 Travellers

Information from the Police had been received about various traveller encampments in the area. It was agreed that Mr Stevens would take the lead on activities concerning unwelcome encampments with the support of Council. Mr Stevens and Miss Rothwell would update the current guidance.

1794 Reports from Committees and Portfolio Holders

1794.1 Planning Committee

The following applications had been commented on after discussion on:

24 May 2011

11/01004/TPOS	16 Hook Water Road
11/00984/FULLS	10 Beechwood Crescent
10/01426/FULLS	The Chase Ampfield Hill
11/00634/FULLS	50 Flexford Close
11/01114/TPOS	Forest Lodge, Knapp Lane
11/01120/TPOS	Summergeate, 27 Beechwood Crescent

14 June 2011

11/01183/TPOS	Woodhatch, 46 Baddesley Road
11/01267/TPOS	18 Baddesley Road
11/01232/TPOS9	Hocombe Wood Road
11/01088//FULLS	44 Beechwood Crescent
11/01268/FULLS	50 Flexford Close

8 July 2011

11/01329/FULLS	Hazelwood, Hook Road
11/01377/TPOS	23 Hocombe Wood Road
11/00936/FULLS	Ampfield Par 3 Golf Club
11/01432/TPOS	Brook House, 9 Beechwood Close
11/01360/EXTS	Hookwood Cottage, Hookwood Lane
11/01475/TPOS	25 Hook Road

Council noted that representatives of the Potters Heron Hotel and of Pro Vision Planning & Design had attended the Planning Committee meeting held on 8th July to outline proposals for the building of a new dwelling on land in Potters Heron Close. Council had contacted residents in the Close to seek their views and had put them to the representatives at the meeting. Copies of the minutes of the meeting on 8th July had been sent to residents for information.

Following an appeal by Yellow Dot Nursery against the conditions attached to planning permission by TVBC, Mr. Clark and Mr. Nanson had visited Mrs. Robinson, whose property- Lower Ratlake- adjoined the nursery, on 20th June 2011. As a result Ampfield Parish Council made comments on the case to the Planning Inspectorate; the outcome was awaited.

1794.2 Public Transport & Highway Liaison (PT&HL)

(see para 1795)

1794.3 Village Hall Liaison

The Management committee would be meeting the following week on 18th July 2011. A French evening was being planned for 18th November 2011.

1794.4 School Governor

It was agreed that Council would invite the new Headteacher at Ampfield Primary School to its next meeting on 12th September 2011 so that Councillors could meet him and welcome him to Ampfield. It was thought he might wish to give Council an outline of his plans and ambitions for the School.

1794.5 Safer Neighbourhood-Local Action Group

Mr Stevens reported that the Ampfield /Braishfield/Timsbury Local Action Group had met for the first time in June. The meeting had gone well although they were seeking to recruit more people from the local communities. Discussion included travellers, speeding traffic and anti-social behaviour. The next meeting would be in September.

1794.6 Ampfield Countryside Heritage Area Finance Committee Hampshire Association of Local Councils Website

Footpath Warden
Test Valley Association of Parish Councils (TVAPC)
Tree Wardens/Environment

Nothing new to report.

1795 Highway Matters

1795.1 Condition of road surface in Green Lane

There had been no progress with the road surface in Green Lane; Mr Clark would pursue again with Highways. However, Mr Clark was pleased to report that the overhanging branches had now been cut by Highways.

1795.2 Grit bin at Pound Lane

Problems caused by the proximity of the grit bin to the road at the junction of Pound Lane and the A3090 had been resolved as a local resident had cut the grass on the verge and the bin had been moved backwards.

1796 Test Valley Borough Council (TVBC)

Mr Hatley had reported before the meeting that concerns had been expressed about the apparent inconsistencies of the rulings made recently by the Planning Inspectorate. An example given was the 5-year land bank for development in Southern Test Valley where it had been considered to be adequate at one stage and then subsequently was not. Mr Hatley had also reported that the grass verges outside the Church area and the Potters Heron had now been cut.

1797 Date of the Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 12th September 2011 in the Village Hall, Ampfield commencing at 7.00pm.

1798 Closure

The meeting closed at 8.45pm.

Chairman.....
Date.....