

Minutes

The Minutes of the Annual Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 12th January 2009 commencing at 7.30pm.

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

1568 Apologies for Absence

Apologies for absence had been received from Mr G. J. Choules who was unable to attend due to work commitments and from Mr. M.D. Hatley who was required to attend a meeting at Test Valley Borough Council.

1569 Minutes

The Minutes of the Meeting held on Monday, 10th November 2008, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

1570 Matters Arising from the Minutes

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

1571 Declarations of Interest

Miss Rothwell declared an interest in the Village Hall as she was Chairman of the Village Hall Management Committee.

1572 Public Participation

There were 2 members of the public present at the meeting until the item at paragraph 1577.

1573 Composition of Council

Council noted the information and advice from the Head of Administration at Test Valley Borough Council (TVBC) and agreed to continue with a membership of 11 Councillors. The situation would be reviewed before the next elections in 2011, or when Council chose to seek Quality Status, whichever was earlier.

1574 Recreation Ground

1574.1 Fund raising for the pavilion

The Fund Raising Sub-Committee had met for the first time on 24 November 2008 and minutes had been circulated. Terms of reference for the Sub-Committee had been drawn up by Mr Nanson and were approved by Council.

1574.2 Football development and the movement of electric cables

Mr Clark summarised the position with regard to the movement of overhead electric cables in the south-west corner of the Recreation Ground. Negotiations with Scottish & Southern Energy (SSE) had reached a successful conclusion and their original estimate had been reduced by £2000 to just over £6000. SSE had also agreed to pay their own legal costs. The current proposal was for the cables to be laid underground but placed nearer the perimeter which would avoid digging up the soil where the football pitch was to be marked out. Mr Harris of Gosport Farm had agreed that alterations to the cables could also take place on his land.

Council reviewed expenditure to date and the forecast to March 2009. This was considered to be an important project which would remove any safety concerns and optimise the future use of the Recreation Ground. It was agreed, therefore, that the costs could be covered by a combination of diverting expenditure from other items, use of reserves and from grant funding. Council voted unanimously in favour of proceeding with the project.

1574.3 Improvement of the western hedge

Clearing out and replanting some of the hedge making up the western boundary of the Recreation Ground was due to start before the end of the winter months. However, the immediate task was to cut out and clear a section of the southern hedge by the end of February as part of the re-positioning of the cables. Mr Clark would organise suitable machinery and a small working party.

1574.4 Playground inspection rota

Playground inspections had been carried out weekly for the past year. The playground was new and there had been few problems or incidents to report in that time. A reduction in frequency during the quieter, winter months had been proposed. Zurich Insurance and TVBC had been approached about the proposal. There had been no objections provided that the situation was monitored and the frequency increased if there was any deterioration. Council agreed to reduce the frequency of inspections from weekly to fortnightly during the months of November to March, or to Easter, whichever was earlier. Weekly inspections would be carried out at all other times.

Chapel Wood had been subject to monthly inspections by Mr Roads. It was agreed that the two inspections would be brought together under a common regime. Some members who inspected the playground had agreed to conduct reviews of Chapel Wood. Mr Roads would draw up procedures and accompany new inspectors. The Clerk would draw up a new timetable to cover both tasks.

1574.5 Summary of incidents

The Clerk had reviewed findings from the year's playground inspection reports. It was agreed that a "no dogs" sign would be bought for placement on the gate at the new entrance. It was also agreed that a height restriction notice would be bought for the barrier at the new entrance. Mr Clark would attend to the hole by the old pedestrian gate when the digger was available for moving earth. Ampfield Cricket Club would be asked to remove the old plastic chairs and concrete seat from the Recreation Ground. It was agreed that a bin would not be installed within the playground unless there was a significant increase in litter in the summer.

1575 Freedom of Information Act – new Publication Scheme

Council noted that information under the new Publication Scheme was now available on the website (www.ampfield.org.uk). Council approved the initial Publication Scheme Guidance Document. Some items had to be developed further and the Clerk would report to Council when these were ready for consideration. The Clerk would also clarify the need for a register of Gifts & Hospitality.

1576 Asset Maintenance Schedule

Mr Clark had been developing a schedule with related details for the maintenance of the Parish assets. This would be ready for Council to consider by the meeting in May 2009.

1577 Financial Matters

1577.1 Accounts for payment

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

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
Godwins Solicitors - freehold of Chapel Wood	851.00
Audit Commission- audit fees for 2007/08	460.00
Sheenmicro Management- web space and maintenance	57.50
Panasonic Uk Ltd- copies printed & hire	61.41
D Matthews - office expenses 11th November 08-10th January 09	57.85
D Matthews - January salary	504.13
HM Revenue & Customs - January payments	180.72
D Matthews- February salary	504.32
HM Revenue & Customs - February payments	<u>180.52</u>
	<u>2857.45</u>
<u>Payments made between meetings:</u>	£ (inc. VAT)
Cllr Roads- plants & bulbs for Memorial and Chapel Wood	54.00
Westcotec - speed limit sign	4136.00
Stadia Sports- goals and nets for Recreation Ground	1227.88
Ampfield Village Hall - hire from 4/11-25/11/08	48.00
PR Milani - hedge cutting at Recreation Ground	88.00
Caroway- re-design entrance to Rec Ground	6110.00
Cllr Clark- parking fees for transport seminar	3.50
Itchen Valley Trees	<u>850.00</u>
	<u>12517.38</u>

1577.2 Income

Receipts for the period had been just over £1100; this was made up mostly of a VAT refund and fees from the Burial Ground. Bank interest had plummeted due to falling rates.

1577.3 Anticipated Expenditure

Members had reviewed expenditure against budget for the period April-December 2008 and the forecast to March 2009 under item 1574.2.

1577.4 Insurance

The new football goals and nets had now been insured. The claim for the vandalised notice board at Beechwood Crescent had finally been submitted and payment was awaited. The Clerk would arrange for the speed limit sign to be insured as soon an arrival date was known.

1577.5 Risk to Investments

Interest rates were so low that it was difficult to identify a suitable place for cash deposits. The higher rated bonds and similar products, which were available to private individuals, were not open to organisations such as Parish Councils. The Clerk would investigate other accounts available and report back to Council in May after the year end accounts had been completed.

1577.6 Replacement photocopier

The contract for the rented photocopier would end in March and a replacement would need to be identified. The Clerk had attended a session run by Healeys who managed the contracts and dealt with the suppliers approved by Hampshire County Council. Council confirmed that it was preferable to rent rather than to buy a photocopier and that, subject to costs, a scanner and computer link should be part of the new package. The Clerk would discuss with the supplier and advise Council of the costs and features available.

1577.7 Donations

It was agreed that Council would donate £200 to the Dial-a- Ride scheme operated by Test Valley Transport Services . It was also agreed that a donation of £60 would be made to Ampfield Parochial Church Council towards the running costs of the Messenger.

1578 Parish Assembly 2009

It was agreed that the next Parish Assembly would be held on Monday 20th April 2009. Mr Nanson would prepare a project plan for completion of the Parish Newsletter and Mr Clark would review the distribution list. Council was very pleased to note that the Parish Newsletter for 2008 had received the best local council magazine award by the Hampshire Association of Local Councils. Mr Clark would prepare an article for the local press. Council noted the availability of a Design Service by Hampshire County Council.

1579 Purchase of Speed Limit Reminder Sign

The speed limit sign had been delivered to TVBC by the manufacturers in December. It was expected to be in its first location on the Baddesley Road before the end of the month.

1580 Freehold of Chapel Wood

Council was delighted to note that the Parish now owned the freehold of Chapel Wood and expressed their gratitude to the owners of Hursley 2000 Ltd for their generosity. The Clerk would write to advise Zurich Community Insurance of the change and seek clarification about whether this affected the insurance cover in any way.

1581 General Correspondence

1581.1 Hampshire County Council (HCC) Circulars

Servicing of Panasonic Photocopiers
Inroads- Highway News from HCC and Amey

1581.2 Test Valley Borough Council

Register of Electors- electronic updates
Housing Strategy 2008-2011
Summary Statement of Accounts for 2007/08

1581.3 Other Correspondence

Hampshire Association of Local Councils (HALC) - Local Council News – Issue 227
Autumn 2008
South East England Regional Assembly- Update issue 15
Test Valley Community Services- notice of extraordinary meeting
Communities & Local Government – Consultation on code of recommended practice on local authority publicity. The Chairman would review the document and produce a draft reply for Councillor comment. The subject would be put on the agenda for the March meeting.
Correspondence between Sandra Gidley MP, Liz Purkiss and Chairman of Ampfield Parish Council re street lighting on Baddesley Road
Reply to Mrs Smith about the burial of ashes in Ampfield Burial Ground
Letter of thanks to Mr & Mrs Herbich for their work on the Memorial garden
Burial Ground map dated 31 December 2008

1582 Reports

1582.1 Planning Committee

The following applications had been commented on after discussion on:

25 November 2008

08/02651/OUTS

08/02604/TPOS

08/02669/FULLS

Beech Hollow Baddesley Road
Oakwood House, Straight Mile
40 Baddesley Road

11 December 2008

08/02785/TPOS

08/02824/TPOS

08/00475/OUTS

34 Hook Road
33 Flexford Close
Land at Abbotswood

1582.2 Finance Committee

There was nothing new to report.

1582.3 Footpath Warden

Mrs Birtwistle had advised that the Forestry Commission had now done some work in the woods which included the clearance of trees from FP14 and BW12; the area was improved although still very muddy.

1582.4 Test Valley Association of Parish Councils (TVAPC)

There was nothing new to report.

1582.5 Hampshire Association of Local Councils (HALC)

There was nothing new to report; HALC updates were available on their website.

1582.6 Public Transport & Highway Liaison (PT&HL)

Mr Clark reported that some rail stations would no longer sell tickets in extended periods although this was not thought to have much effect on local stations. Problems with bus services in the east of the Parish continued and it was recognised that better use of the services that existed would help users make their journeys.

1582.7 Ampfield Countryside Heritage Area

There was nothing new to report.

1582.8 Campaign to Protect Rural England

There was nothing new to report.

1582.9 Village Hall Liaison

A meeting was due to be held on 20 January 2009 to discuss arrangements for the next event which was a musical evening with Mas y Mas on 28 February.

1582.10 School Governor

Mr Butcher reported that pupil numbers were expected to increase to about 52 in September; optimum numbers were, however, in the region of 60-70 pupils. Work continued in updating the School website.

1582.11 Tree Wardens

A book for Tree Wardens had been received from the Tree Council.

1583 Parish Plan

Mr Nanson had circulated a paper showing progress made on the Action Plan to January 2009. Councillors would pass any comments or additions to Mr Nanson who, together with Miss Rothwell, would finalise the report for the Parish Assembly.

1584 Highway Matters

1584.1. Speed Limits

Council was very pleased to note that all new speed limits agreed under the Village 30 scheme had now been introduced across the Parish.

1584.2 Safer Routes to School

A questionnaire would be sent to parents in January to help provide input to a fresh submission from Ampfield Primary School under the Safer Routes to School project.

1584.3 Condition of road surfaces

The pothole outside Kingfisher House in Knapp Lane was very large and had become a safety hazard. It had already been reported to Highways but the Clerk would raise it again.

1584.4 Jermyns Lane junction

There was nothing new to report

1584.5 Baddesley Road bridge and the movement of the bus shelter

The bus shelter on Baddesley Road, which had to be moved as part of the works on the bridge, could be used elsewhere in the Parish. It was likely that the shelter could be dismantled and moved to a suitable storage location by the contractors when the project got underway in the Summer. The Clerk was in correspondence about it with a representative of Mott Gifford, the consultants working on the project.

1584.6 Fly-tipping

It was noted that there had been several instances of fly-tipping including old washing machines left at the Straight Mile and at Hookwood Lane; the relevant team at TVBC had been notified.

1585 Test Valley Borough Council

Mr Hatley was not at the meeting.

1586 Chapel Wood

1586.1 Friends of Chapel Wood

The Friends of Chapel Wood had met on two occasions to clear duckweed from the pond and to continue the coppicing of Holly. Bluebells had been planted near the pond and more daffodils had been planted by the Burial Ground.

1586.2 Work in the Woodland

It had been noted that Scottish & Southern Energy had done some pruning of the Lebanese Cedar. It was agreed that bracken would no longer be cut in the Autumn as this presented some health hazards; new shoots would be pulled up in March/April.

1586.3 Burial Ground

Council noted the burial map as at January 2009, and the extracts from burial register, provided by the Revd. Gilks. Burial and related fees would be increased by between 3 % and 4% in line with Parochial Fees from 1st January 2009. Council noted the need to decline the request for burial of ashes from an individual who did not meet the eligibility criteria established under the management agreement for the Burial Ground.

1587 Date of Next Meeting

It was noted that the next meeting of the Council would be held on Monday, 9th March 2009 in the Village Hall, Ampfield commencing at 7.00pm.

1588 Closure

The meeting closed at 9pm.

Chairman.....

Date.....

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