

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14<sup>th</sup> March 2016 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman)  
Allan Clark, Pete Edwards, Julian Jones, Graham Roads, David Stevens and Julie Trotter

### 2357 Attendance and Apologies for Absence

Apologies for absence had been received from Martin Hatley. Council noted and approved Miss Rothwell's continued absence.

### 2358 Minutes

The minutes of the meeting held on Monday, 8th February 2016, having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2359 Matters Arising from the Minutes

Initial attempts to acquire Outlook software for the laptop had not been successful. It was not a pressing matter and would be pursued later.

### 2360 Declarations of Interest

Julie Trotter declared a personal interest in Morleys Green, and also in the Village Hall as she was a member of the Management Committee.

### 2361 Public Participation

PCSO Jo Cole was in attendance.

### 2362 Community Policing Update

The meeting was adjourned at 7.05pm and PCSO Cole was invited to speak. Overall, the crime rate in Hampshire had gone down in the last 6 months although reported sex crimes had gone up due largely to historic cases. Fly-tipping in the area was a constant problem and there had been 2 recent thefts from garages and sheds on Ampfield Hill and Pound Lane. With the exception of theft from the Morleys Green building site there had been no house burglaries in Ampfield in the

previous 6 months. The Clerk would let PCSO Cole know about future council meeting dates. David Stevens would attend the event on rural crime on 12<sup>th</sup> April at Stockbridge. The meeting resumed at 7.20pm.

## 2363 Ampfield Recreation Ground

### 2363.1 Maintenance items and inspections

Council agreed in principle to renew the maintenance contract with Test Valley Borough Council (TVBC) for the next financial year. Once the green spaces at Morleys had been formally handed over to Ampfield Parish Council (APC) by the developer, the contract would be extended to cover those grass and wooded areas. Possible problems with the cutting the grass next to the new extension at the Village Hall would have to be addressed. The Pest Controller had been engaged to deal with a fresh crop of molehills in the playground. Allan Clark would review the broken arras rails and a rotting fence post in the playground; remedial work would be commissioned if necessary.

### 2363.2 Proposal to roll the ground prior to cricket

Council agreed to roll the cricket outfield prior to the start of the season. An estimate of £72 from TVBC to carry out the work was accepted. The Chairman would advise TVBC.

## 2364 Chapel Wood

### 2364.1 Friends of Chapel Wood and Work in the Woodland

The Working Parties continued with the clearance of unwanted vegetation and the re-establishment of the view from the pond to St Mark's Church. Work would commence on building the replacement dipping platform once the materials had been fully costed. About £2000 from S106 Developer Funds could be allocated to the project.

### 2364.2 Burial Ground

Box plants had been bought to replace those lost from the cruciform hedge in the Burial Ground. These would be heeled in over the summer ready for autumn planting. Council agreed that snowdrops, primroses and other spring flowers could be planted in the Burial Ground in memory of Martin Trotter. It was noted that the burial plan had been updated to show the situation at the end of February 2016. The exercise had brought to light that 2 families had arranged for "double-depth" cremation plots but that this had not been recorded at the time of the first interment; this information was now noted in both the Council and St Mark's records.

2365 Financial Matters

2365.1 Accounts for payment

Council approved the renewal of subscription to the National Allotment Society and the donations to Dial-a-ride and to the Messenger.

It was proposed by Julian Jones, and seconded by Graham Roads that the following accounts be paid:

<b>Cheques to be signed at meeting</b>	<b>£ inc VAT</b>
Came & Company insurance cover allotment buildings	31.63
Office Expenses 7/1-14/3/16 - D Matthews	54.21
County Locksmiths - 5 Tigris keys - allotments	124.98
National Allotment Society - subs renewal	66.00
TVBC maintenance contract - 2nd instalment	1588.82
Ampfield Parochial Church Council - admin fee for Burial Ground	200.00
Test Valley Community Services- Dial-a-ride donation	200.00
Ampfield Parochial Church Council - donation to Messenger	60.00
D Matthews- March 2016 Salary	581.77
HM Revenue & Customs- March 2016 payments	<u>152.69</u>
	<u>3060.10</u>
<b>Payments made between meetings</b>	
Maintenance products bus shelters - Cllr Edwards	50.57
TAB Landscapes - allotment paths	<u>3735.76</u>
	<u>3786.33</u>

2365.2 Receipts and anticipated payments

Council noted and approved the cheques signed between meetings. Receipts for February were £3,404.67, made up mostly by a VAT refund, the rent from the cricket club and allotment fees. The bank accounts at 14<sup>th</sup> March stood at £30,901.71 of which £14,418 was in named reserves. Council noted the bank reconciliation for February 2016. Expenditure to end February, excluding the defibrillator purchase, was 10% over budget; this was due largely to the purchase of the freehold of the Village Hall. The variance was likely to be higher at the end of the financial year when other major expenditure, including loan repayments and the TVBC maintenance contact, would be paid.

### 2365.3 Banking arrangements & S106 Funding

Council noted that 2 new bank accounts, one with the Nationwide and the other with HSBC, were in the process of being opened to deal with the monies due from the S106 developer funds for Morleys Green.

### 2366 Village Hall

There had been no progress with the grant towards the purchase costs of the freehold of the Village Hall. Council agreed that the Chairman and Allan Clark would represent APC in discussion with Martin Hatley and the Treasurer of the Village Hall Management Committee about the proposed way forward on any new lease. The map board at the Village Hall, which showed footpaths in the parish, had been faded by the sun and was too faint to see. It was agreed that enquiries would be made about its usefulness before any decision to remove or replace it was made. Council agreed that a replacement storage cabinet, to be placed in the Village Hall, could be purchased to house council records. If available second hand cabinets cost approx. £90 and new ones cost approx. £155. Martin Hatley would arrange the purchase.

### 2367 Planning

#### 2367.1 Update.

Attempts to get a Tree Preservation Order placed on an Oak tree planted on the verge of the A3090 opposite the Potters Heron had not been successful. TVBC had concluded that as the tree was on land owned by Hampshire County Council, who was considered to be a “responsible landowner”, there was no need to provide further protection. In addition there were certain planning conditions attached to any development at that site which would provide a degree of protection.

#### 2367.2 Village Design Statement

In a paper circulated to Council Graham Roads had proposed that a working group of 7 people be set up to take forward a project to update the Village Design Statement (VDS). Having been proposed by the Chairman and seconded by Allan Clark, it was agreed that Graham Roads should chair the working group. It was also agreed that Julie Trotter and Allan Clark would be members of the group. The remaining members would be sought by Council from the community.

### 2368 Morleys Development

#### 2368.1 Allotment progress & proposals for expenditure

The Clerk gave an update on the take-up of allotment plots. Allan Clark had investigated the design, availability and cost of compost bins. It was agreed that

he would prepare a flyer for distribution to allotment holders inviting their interest. The artwork on the plot signs had been completed. Council agreed the manufacture of 16 signs which were expected to be ready by the end of the week. Costs plus fixings were estimated to be about £55. It was agreed that a notice board be placed in the kitchen allotment building for the use of allotment holders and Council. It was agreed that Julian Jones would proceed with the purchase of the board, which was expected to cost around £50, and that Allan Clerk would fit it. There was a heater in each of the allotment buildings designed to prevent freezing in the winter months. Allan Clark would check the setting of the thermostats to ensure that they were at the appropriate level.

#### 2368.2 Lease agreements

The development at Morleys was a little behind schedule due to bad weather; not all the green areas were, therefore, ready to be handed over to APC. The developer wanted to get the grass down in the remaining areas and do a first cut before the formal handover and signing of the lease.

#### 2369 Highways

##### 2369.1 Proposal to purchase a speed limit reminder sign

Pete Edwards had circulated a paper prior to the meeting proposing that Council buy a speed limit reminder sign. The sign would be funded from S106 developer funds from the Morleys Development and would replace the existing 5-year old sign which would be used as a backup machine. It would have a data collection facility which would give information about traffic volumes and speed averages. TVBC would still be needed to manage the sign and its movements. Pete Edwards would contact another parish with a sign with a similar data recording facility to find out about operational requirements and the costs involved. Council agreed the purchase of the new sign.

#### 2370 Parish Assembly & Newsletter

A number of articles for the annual report were outstanding; copy was required within the next few days. The Chairman and the Clerk would prepare an agenda for the Parish Assembly and for inclusion in the report.

#### 2371 Correspondence and Communications

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

The “Clean for the Queen” campaign had been very successful with litter pickers volunteering from many areas of the parish. A great deal of litter had been collected over a first 2 weekends in March and most major roads in the parish had been cleared.

2372 Reports from Portfolio Holders

It was noted that the Chapel Hill signs had been replaced.

The Ampfield Countryside Heritage Area's spring talk had been given by Wolfgang Bopp of the Hillier Gardens. It had been an interesting and informative talk and had been very well attended with over 55 people in the Village Hall.

2373 Test Valley Borough Council

Martin Hatley was not in attendance.

2374 Date of next meeting

The next meeting of Ampfield Parish Council would be held on Monday, 11<sup>th</sup> April 2016 at 7pm, and the Parish Assembly would be held on Monday 25<sup>th</sup> April 2016 at 7.30pm. Both meetings would be in the Village Hall, Ampfield.

2375 Closure

The meeting closed at 8.40pm.

**Chairman**.....

**Date**.....