

## Minutes

### Meeting of Ampfield Parish Council : Monday 17 April 2023

Held at Ampfield Village Hall, 7:00pm to 8:00pm

#### Present

##### *Members of Ampfield Parish Council:*

Vice Chairman Graham Roads (Chairing)  
Cllr Patricia Carter  
Cllr Martin Hatley  
Cllr Chris Ling  
Cllr Julie Trotter

##### *Others*

Kate Orange, Clerk/RFO

#### Apologies

3962. Apologies were received from Chairman Bryan Nanson, Cllr Julian Jones & Cllr Kate McCallum.

#### Previous Meeting

3963. The Minutes of the Meeting of Meeting of Monday 13 March 2023 were agreed and copies were signed by the Chairman.

#### Declarations of Interest in Business on the Agenda for the Meeting

3964. Vice Chairman Graham Roads noted that he had the role of Secretary of the Friends of St Marks. No other Councillor had any interest to declare in any of the business on the agenda for the Meeting.

#### Public Participation

3965. There was no public participation.

#### Minutes of Planning Committee

3966. The Council noted receipt of the Minutes of the Planning Committee of 12 December 2022.

#### Election

3967. Test Valley Borough Council had advised that the election for Ampfield Parish Council was "uncontested": the number of candidates was equal to the number of seats therefore polling would not take place. The existing Council was in place until 4 May 2023. Existing Councillors, plus new Member Jason Reeves, would make up the new Council. The Clerk awaited further instructions from Test Valley Borough Council, but would write to Jason Reeves with details of the next Meeting.

#### Financial Matters

3968. *The Council received the bank reconciliation to the end of March 2023.*  
RESOLVED

3969. *The Council received the calculation of working capital to the end of March 2023.*  
RESOLVED

3970. It was agreed that the following payments should be made:

<u>Details</u>	<u>Amount, £</u>
Water supply, pavilion/ARG	35.07
Cleaning at pavilion and allotments, 2022	819.60
Use of Village Hall year to 31 March 2023	240.00
Interment fee: reimbursement for over-payment	49.00
Clerk: reimbursement of expenses incurred on behalf of Council	33.00
Staff costs	822.07
<b>Total (including VAT)</b>	<b>£1,998.74</b>

RESOLVED

3971. It was noted that the following payments had been made between Meetings:

<u>Details</u>	<u>Amount, £</u>
Planning fee, pre-application advice	144.00
Loan, ARG	3016.16
Electricity	48.84
TVBC grounds maintenance instalments	300.87
Staff costs (pension)	58.93
<b>Total</b>	<b>£3,568.80</b>

RESOLVED

3972. It was noted that the Council had received the following income:

<u>Details</u>	<u>Amount, £</u>
Interest	428.16
HCC rent of ARG for school	25.00
Burial ground, interment (requires reimbursement of £49)	190.00
<b>Total (including VAT)</b>	<b>£ 643.16</b>

RESOLVED

3973. The Council received the report of expenditure against budget to the end of March 2023.

RESOLVED

3974. The Clerk reported that the internal audit would take place at the end of April, and this would be followed by the external audit.

3975. The Clerk noted that the Council had been awarded a Borough Councillor grant (via Cllr Martin Hatley) of £1,000 for the relocation of the telephone kiosk. This would appear in the accounts for April 2023.

### **Chapel Wood Burial Ground**

3976. Vice Chairman Graham Roads reported on Burial Ground matters:
- Cllr Ling was arranging the details of a new sign, which would be in a composite material. He was resolving the choice of colours.
  - Cllr Roads would purchase 6-8 posts for renewing the demarcation of the consecrated and unconsecrated areas.
  - Cllr Ling had compared the extent of the civic and ecclesiastical parishes and identified 7 properties that were in the ecclesiastical parish but not in the civic parish.
3977. *It was proposed to adopt the revised Regulations for the Burial Ground.*  
RESOLVED
3978. *It was proposed to adopt the revised list of Charges for the Burial Ground.*  
RESOLVED
3979. *It was agreed to go to invite tenders from three companies, for the clearance of rhododendron and other unwanted vegetation, and removal of rubble and assorted materials at the unconsecrated ground in the burial ground.*  
RESOLVED
3980. *The Council noted two interments of ashes, which required double plots to for the surviving spouses. The Clerk would write to the families, confirming the reservations.*
- *Mr Leslie Richards (ashes)*
  - *Mr Paul Cummins (ashes)*
- RESOLVED
3981. The Council noted with reference to APC Minute 3882, the estimate from the funeral director was £4,000. Costs associated with the Memorial were to be confirmed.

### **Recreation Ground**

3982. Vice Chairman Graham Roads reported on the amendment of the s106 agreements for the Recreation Ground. Test Valley Borough Council had given some further detail on how the application should be completed. It should be done by the developer, with an accompanying letter from APC to indicate that it supports the amendment. Chairman Bryan Nanson would liaise with the developer.
3983. Cllr Ling reported that the lengthsman had cleared some vegetation at the carpark.

### **Chapel Wood**

3984. Vice Chairman Graham Roads reported on Chapel Wood.
- A Friends of Chapel Wood working party had taken place. Signage was installed. The bonfire was postponed to winter time.
  - There had been a request from a nursery school teacher for smaller branches, to be used for making wigwams and craft. Cllr Roads would arrange from some branches (arising from clearance) to be given.
  - For the path project, the application and fee had been submitted to Test Valley Borough Council for pre-planning advice. We awaited the result of the application for a CAF grant.
3985. *It was proposed that Itchen Valley Trees be appointed to clear a fallen bow (still hanging) in Chapel Wood.*  
RESOLVED
3986. *It was proposed to invite tenders from three companies for the 4-yearly safety survey of the trees in Chapel Wood.*  
RESOLVED

### **Morleys Green**

3987. Cllr Ling reported on the position with the freehold purchase at Morleys Green. There had been no contact from the first purchaser's solicitor since November 2022. The Council deferred making a decision on the collection of ground rent.
3988. Cllr Julie Trotter reported on Morleys Green matters:

- The problems with unauthorised parking at Morleys Green was being monitored. There remained a couple of vans parking over-night regularly.
- The Clerk would ask Test Valley Borough Council for the price of an additional bin to be sited near to the allotments.

### Highways

3989. Cllr Chris Ling reported

- Replacement Perspex sheets had been fitted to the bus shelter on junction of A3090 with Pound Lane, by the lengthsman.
- There was flooding on A3090 at the junction with Pound Lane, because of a blocked drain.
- Reflective signs at the end of the Straight Mile, the footpaths at the Straight Mile and Potters Heron needed cleaning.

### Telephone kiosk

3990. *It was proposed to appoint Dave Reddington to test and if necessary disconnect the electrical supply to the telephone kiosk, prior to its relocation.*

RESOLVED

3991. *It was proposed to accept the tender from Highbridge Engineering for the relocation of the telephone kiosk to the Village Hall.*

RESOLVED

### Spring Newsletter

3992. Production of the Spring Newsletter was almost complete. Photographs could be added. The newsletters could be distributed after 4 May and before the Annual Parish Assembly.

### Reports from Committees and Portfolio Holders

3993. Cllr Ling noted that for the time being he had changed the setting for multi-factor authentication.

3994. Cllr Julie Trotter reported that the windows of the pavilion had been cleaned.

### Correspondence and Communications

3995. There was no correspondence to report.

### Borough Councillor's Report

3996. Borough Councillor Martin Hatley made his final report, as he was not standing for re-election. The elections would take place in the Village Hall, with screens in place for privacy, and voters would need to show ID.

### Date of Next Meeting

3997. The next Meeting of the Parish Council would be the Annual Meeting held in Ampfield Village Hall at 7pm on Monday 15 May 2023. The Annual Parish Assembly would be on Monday 22<sup>nd</sup> May 2023.

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Chairman .....

Date .....