

## Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 13<sup>th</sup> February 2017 commencing at 7pm.

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

### 2504 Attendance and Apologies for Absence

Apologies had been received from Martin Hatley.

### 2505 Minutes

The minutes of the meeting held on Monday, 9th January 2017, having been circulated previously, were confirmed by the meeting and signed by the Chairman.

### 2506 Matters Arising from the Minutes

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

### 2507 Declarations of Interest

Julie Trotter declared a personal interest in Morleys Green, and also in the Village Hall as she was a Trustee and member of the Committee. Margaret Rothwell declared an interest as a representative and Trustee on the Village Hall Committee.

### 2508 Public Participation

No members of the public were present.

### 2509 Financial matters

#### 2509.1 Accounts for payment, income and anticipated expenditure

Council authorised the renewal of the annual subscription to the Community Network Volunteer Group who had been helpful in matters to do with Chapel Wood. With the exception of payment for VDS postage which was seconded by

Margaret Rothwell, 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>
Allbrook Pest Control	90.00
February salary - D Matthews	558.27
February payments to HMRC	155.09
Godwins Solicitors - new lease Village Hall	455.40
Community Network Volunteer Group - renewal of Subs	38.00
DekGraphics- reprint VDS questionnaire, leaflet & envelopes	310.00
TVBC - ground maintenance contract - October - December 2016	1,216.87
Konica Minolta -prints taken 24/10/16-23/01/17	15.86
CLlr Road - stamps for VDS review	2.88
Village Hall - contribution to operating costs 2016/2017	210.00
Southern Water	<u>9.85</u>
	<u>3,062.22</u>

**Payments made between meetings**

January salary - D Matthews	558.47
January payments to HMRC	154.89
NEST pension - Council's payment for January D/D	<u>22.04</u>
	<u>735.40</u>

Council noted and approved the cheques and payments made between meetings. The bank statement for January had been circulated prior to the meeting. Receipts for January had included the Community Asset Fund payment of £9,176.50 towards the purchase of the freehold of the Village Hall. The bank accounts at 12<sup>th</sup> February stood at £165,466.84 of which £18,418 was in named reserves, and of which £1,225 was set aside for refundable allotment deposits. It was noted that the majority of funds in the bank accounts were intended for ground maintenance of the open spaces on the Morleys development.

The Nationwide fixed rate account, into which £60,000 of the monies set aside for the ground maintenance of the Morleys development had been deposited, had matured on 10<sup>th</sup> February 2017. It was agreed that this would be transferred to an instant access account whilst the timing of availability of funds for the pavilion remained uncertain. It was expected that up to £8,250 would have been spent on maintenance and allotments at Morleys by the end of the financial year. This amount would be transferred to Council's bank account shortly.

2510 Annual Assembly & Newsletter

Pete Edwards had issued a paper prior to the meeting which put forward a timetable for the production of the annual report. Council agreed the timetable, proposed content and lay-out of the annual report. It was noted that there were only 6 weeks to final proof stage. Pete Edwards would contact authors individually about their contribution.

2511 Pavilion

2511.1 Progress

The Chairman had written to Allen Build and Development, who had won the contract to build the new pavilion, and had authorised the purchase of materials. The builder was expected to be on site by 20<sup>th</sup> February 2017. The cricketers had removed their possessions from the container and had moved the scorer's hut. Martin Hatley would arrange for the removal of the container and the portakabin from off the pavilion base. It was likely that the builder would use the portakabin for those working on site and would remove it offsite when the work was complete. The container would be moved alongside the other one on the western boundary and used for storage. It was agreed that the cricketers could use some of the space for their own storage; it was also agreed that Council should specify the types of items that could be stored there. Allan Clark would find temporary storage for the postcrete bags which were currently in the container.

It was noted that a quantity surveyor had now been engaged to oversee the construction work. The specification for glass in the south-facing part of the pavilion would need to be amended to make it more suitable for use on a cricket pitch. New building regulations had just been introduced which required more "efficient heating" systems in the construction of new buildings. This meant that the electric system, which had been specified in the plans, could not now be utilised. The builder was meeting with the Chief Building Inspector to find a way forward with this new requirement. Council had the legal right to continue to use the sewage facilities of the White Horse pub. The Chairman and Allan Clark would meet with Mr & Mrs Armstrong to explore any issues. Details of any opening ceremony of the pavilion would be discussed at a later date.

There were some funding uncertainties: the £25,000 grant from TVBC had been applied for but there was no guarantee that it would be awarded, the transfer of the S106 monies originally intended for railings along the A3090 had not yet been arranged and the location of another S106 payment had not yet been identified. The funds that could be made available ranged from £144,000 to £179,000. There was discussion about other sources of funding including formal loans from the Public Works Loan Board and informal loans from funds set aside for Morleys maintenance.

### 2511.2 Formal agreements with the Cricket Club

It was noted that Council currently had 2 agreements with Ampfield and North Baddesley Cricket Club (ANBCC): these were the home team changing pavilion leased at one peppercorn per annum and a licence to play cricket on the Recreation Ground at a cost of £1600 a year (reduced by 50% to £800 because of the lack of a pavilion). The licence, which was for 10 years, started in 2011. ANBCC maintained the square. They were aware of the latest developments on the construction of the new pavilion and had requested a new 10-year licence and a review of the annual charges. It was agreed that some research should be done on typical charges for use of such playing facilities and on the cost of maintaining a cricket square. It was also agreed that any lease should start from 2018 and that the £800 should remain the fee for the current year.

## 2512 Village Hall

### 2512.1 Village Hall Lease

A draft new lease had been reviewed and edited by Council's solicitors and had been circulated prior to the meeting. A response from the Village Hall Committee was awaited. It was noted that Council, under the terms of its own lease, could not sublet the car park to the Village Hall Committee. A sentence had been included at para 4.2 "Users of the Village Hall shall have use of the adjacent car park." to cover this requirement. A grant of £9,176.50 had been received from the Community Asset Fund towards the purchase of the freehold of the Village Hall. A further amount of £239.50 was due. Both Council and the Village Hall Committee had insured the carpark. Council agreed the terms of the draft lease and that the Chairman and the Clerk should sign it on behalf of Council. It was agreed that an estimate of the legal costs likely to be incurred by the Village Hall Committee in approving the lease would be sought. Consideration would then be given to the provision of financial support to help meet those costs.

### 2512.2 Village Hall Signs

Three firms had been asked to provide quotes to produce a sign for the Village Hall and one for the Village Hall carpark. Only two of the three firms had supplied detailed quotes. These had been analysed by Pete Edwards and Julie Trotter who, taking into account the construction of the signs and the costs, recommended that the job be given to Hampshire Printing Services. Council agreed the recommendation; the Clerk would write to the two firms concerned. Pete Edwards would liaise over the erection on site. Allan Clark and Graham Roads would look at how best to remove the old map board which was occupying part of the site of the new car park sign.

2513 Village Design Statement (VDS) Review

The initial response rate to the questionnaire had been disappointing; the questionnaire, together with the explanatory leaflet and returns envelope had, therefore, been re-issued resulting in a more useful response rate of approx. 30%. The review remained on track with an initial draft planned for April, consultation expected to be conducted in the second half of June and a draft VDS to Ampfield Parish Council by the second half of September.

2514 Date of next meeting

The next meeting of the Parish Council would be held on Monday 13<sup>th</sup> March 2017 starting at 7pm in the Village Hall, Ampfield.

2515 Date of January 2018 meeting

The January meeting in 2018 was scheduled for Monday 8<sup>th</sup> January. As this was a very busy time with the setting of budgets and precept, and was close to the holiday season, it was agreed that the meeting date be moved to the following week, 15<sup>th</sup> January 2018.

2516 Closure

The meeting closed at 8.05pm,

Chairman.....

Date.....