

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 9th October 2017 commencing at 7pm.

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

2615 Apologies for Absence

Apologies had been received from Margaret Rothwell.

2616 Minutes

The Minutes of the meeting held on Monday, 11th September 2017, having been circulated previously, were confirmed by the Meeting and signed by the Vice-Chairman.

2617 Matters Arising from the Minutes

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

2618 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.

2619 Public Participation

No members of the public were present.

2620 Financial Matters

2620.1 Accounts for payment, receipts and anticipated expenditure

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

Cheques to be signed	£ inc VAT
Came & Company - insurance renewal	1883.68
BDO LLP external audit of annual return	480.00
September salary - D Matthews	581.68

September HMRC	164.80
Data protection registration renewal	35.00
Eon- electricity bill - 29 August to 18 September 2017- pavilion	134.69
Eon- electricity bill - 29 August to 18 September 2017- credit	-134.69
County Locksmith - key sets for pavilion	116.14
Cllr Clark - attendance at workshop Stockbridge - mileage	9.00
F&S Morleys Green Mngt Ltd - allotment share of sewerage & related costs	<u>199.88</u>
	<u>3,470.18</u>
Payments made between meetings	
PWLB - Burial Ground loan D/D	2,642.99
PWLB - Rec Ground loan D/D	3,016.65
NEST pension - Council's payment for August D/D	22.96
NEST pension - Council's payment for September D/D	22.96
Dempster Binning - legal services VH car park	<u>400.00</u>
	<u>6,105.56</u>

Council noted and authorised the insurance premium renewal. A 3-year deal existed until October 2018. The increase of approx £500 over the previous year was due to the addition of the pavilion. Council also noted and approved the payments made between meetings, the most notable of which were the loan repayments for the Burial Ground and the Recreation Ground. The bank statements for September 2017 had been circulated prior to the meeting. Receipts for the month of September had been just under £18,000 the majority of which was the second instalment of the precept. The bank accounts on 8th October 2017 stood at £122,979.84 of which £106,541 was intended for payment of ground maintenance of the open spaces at Morleys Green. Details of budget and actual expenditure to end September 2017 had been circulated prior to the meeting. Setting aside the construction of the pavilion, which was not included in the budget, costs stood at 24% of the annual budget.

2620.2 Direct Debit for Data Protection Renewal

The Information Commissioner's Office had requested that parishes paid their Data Protection renewals by direct debit rather than by cheque. Council had very few direct debits and those that existed tended to be of fixed amounts and with government departments; this would be the case with the payment to the Information Commissioner. It was agreed that a direct debit would be used from 2018.

2620.3 Newsletter printing quote

It was agreed that the quote received for printing of the Autumn Newsletter should be accepted. The service from the company had been very good and the price quoted had been less than that of the previous year.

2620.4 External Audit Report

The Annual Report had been returned by the external auditors without comment. Council approved and accepted the Annual Return and the auditor's certificate. The Annual Return and Notice of conclusion of the audit would be published immediately and remain available for at least 14 days on boards and the website.

2620.5 Assets

It was noted that the signed agreement, confirming the transfer of the red phone box on Winchester Road from BT to Ampfield Parish Council, had been received. BT would remove all the pay phone equipment shortly and Council would get a Notice to Complete. Ownership of the red box would then transfer within 5 days.

The contract for the office printer was at the end of its term. It was noted that the range and volume of Council's printing load no longer required such a large and complex machine. Although quotes from suppliers of rented printer/copiers had reduced significantly over the term of the contract, it was agreed Council's needs could be well met by a modest A4 desktop device, such as the Canon Pixma TS8050. This machine was available from electrical suppliers for about £100. Inkjet supplies would be purchased as stationery.

2621 Pavilion progress

A paper had been issued by Bryan Nanson, prior to the meeting. It was noted that remedial work on the kitchen roller had been completed and that orders for tables and chairs had been placed. The crockery order was being organised by members of the Village Hall Committee to ensure compatibility. There had been a delay in the sign off of the pavilion by Building Control as there was no acceptable disabled access. Once this had been resolved a formal hand over to Council would be arranged and the tea/coffee water heater fitted. In the meantime the building could not be opened up for general public use. The Cricketers would be holding their AGM in the building later that week. Allan Clark agreed to transfer and return some tables and chairs from the Village Hall for the meeting. A formal opening event would be organised for the following year.

There had been no response from Test Valley Borough Council (TVBC) about S106 monies expected to be made available to the project. There appeared to be no process for the transference of funds from Hampshire Highways to a parish council. Martin Hatley was continuing to pursue this. It was recognised that it was important to have this matter resolved before the next budget was set. VAT advice had been sought about the project. An application would be put together to request that HMRC allow Council to use a 7-year average method to ensure that all VAT spent on the project could be reclaimed.

Martin Hatley updated the meeting on progress with the White Horse about the sewerage facilities agreement. A signed agreement and VAT invoice was expected shortly. The Chairman had met with the TVBC Building Inspector to discuss the siting of a new sewerage system and drains.

One of the windows on the west side of the pavilion had been damaged. This was not thought to be due to vandalism but to a stone being thrown up by a strimmer or mower. The builder would replace the window.

2622 Newsletter update

Key subjects in the draft Newsletter included the Village Design Statement review, the pavilion, new Lengthsman's contract and Rights of Way (ROW). It was noted that the new Lengthsman's contract was well supported in the participating parishes. Mention would also be made of dog-walking and related issues. Graham Roads would speak to the Footpath Wardens about contact directly by the public over ROW problems. Everyone was urged to submit their outstanding articles. It was agreed that publication would be a week later than first planned, and would be towards the end of November.

2623 Date of the Next Meeting

The next meeting of the Council would be held on Monday, 13th November 2017 starting at 7.00pm in the Village Hall, Ampfield

2624 Closure

The meeting closed at 7.55pm.

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