

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 14th January 2019 commencing at 7pm.

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

2812 Apologies for Absence

Apologies had been received from Margaret Rothwell.

2813 Minutes

The Minutes of the Meeting held on Monday, 12th November 2018, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2814 Matters Arising from the Minutes

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

It was noted that the date of the February meeting shown on the agenda was incorrect and should have been 2019 not 2018.

2815 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.

2816 Public Participation

One member of the public was in attendance.

2817 Financial Matters

2817.1 Accounts for payment

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

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
Aaron24 - boiler service pavilion	82.80

Office expenses 10 Sept 2018 to 7 January 2019 - D Matthews	107.73
TCV Community Network Renewal - free	0
SWBS - Rec Ground water June 18-Jan 2019	<u>132.17</u>
	<u>322.70</u>

Payments made between meetings

The Play Inspection Company - playground inspection	78.00
December salary - D Matthews	612.84
December payments HMRC	175.59
JN Landscapes - sign removal from Recreation Ground	117.60
JN Landscapes - cutting of allotment hedge with long reach cutters	195.00
JN Landscapes - landscape maintenance at Morleys	894.00
HCC County Supplies - pavilion cleaning materials & sundries	223.81
J Thomas - allotment key & plot refund	75.00
Ampfield Village hall - cleaning pavilion & allotments - Jan - June 2018	437.80
NEST pensions payment Dec 2018 - D/D	56.44
G Phelps - tidy allotment plot 13 before new rental	50.00
Eon electricity pavilion - Nov 2018	36.28
Information Commissioner DP renewal - D/D	35.00
Calor Gas - bulk propane - pavilion	776.16
RBL poppy appeal - wreath for Remembrance Ceremony	50.00
Calor Gas standing charge - D/D	17.99
Cllr Edwards - mileage & ink cartridges	59.07
D Matthews - November salary	612.84
HMRC November payments	175.59
The Print Room - newsletters	224.00
Cllr Roads - mileage & chippings	33.12
Churches Fire Security - pavilion fire extinguishers	18.72
GeoXphere - parish online subs	42.00
Cllr Hatley - replacement gate at Rec Ground	65.70
PKF Littlejohn - external auditors	720.00
GB Signs Solutions - 6 new parking signs - Morleys & allotments	1,404.00
NEST pensions payment Nov 2018 - D/D	56.44
Eon electricity - pavilion December 2018 D/D	<u>123.04</u>
	<u>7,366.03</u>

There were a large number of payments made between meetings as Council did not meet formally in December . Council confirmed and approved the cheques and payments made between meetings. It was noted that after some misunderstanding about advance payment, the order for the Morleys signs had been taken forward. Receipts for the months of November and December 2018 consisted of allotment rentals, cricket licence and a memorial. Excluding construction and fitting out costs for the Pavilion, expenditure to end December 2018 was £35,665; setting aside budgeted contingencies this represented

62% of the annual budget. Bank balances on 14th January 2019 stood at £126,729.19 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at £ 66,806.64.

2818 Budget and Precept 2019/2020

Papers showing the outturn for the current financial year, the proposed budget for 2019/20 and the resulting precept for 2019/20 had been circulated prior to the meeting. Figures were reviewed in detail. Council noted the predicted outturn figure of £105,252 which included £16,586 for the construction of the sewerage treatment plant and some remaining fitting out of the pavilion. The proposed budget figure for 2019/2020 was £60,858. These figures together with anticipated receipts produced a precept of £38,031. This was an increase of 6.37% over the previous year. This would work out at approx. a 2.52% increase per property. Subject to the outturn being in line with the amount predicted, Council agreed the transfer of £28,000 to reserves. The reserve monies would be in the named accounts of recreation ground, elections and general contingency. Council then formally approved the budget and precept. The Clerk would advise Test Valley Borough Council (TVBC).

2819 Ampfield Recreation Ground

2819.1 Car Park Project Update

Efforts continued on securing grants. The Community Access Fund grant was likely to be awarded. It was not expected that the bid for funds from the Community Infrastructure Levy (CIL) scheme would succeed. The Chairman was still working with the LEADER organisation to make a successful bid for support but this required a match contribution from APC with payment up front. It was not yet decided whether it would be the best way forward. The Chairman was meeting with the contractor for the new car park later in the month. He would discuss with him the 3 quotes received for the soil tests.

2819.2 Maintenance matters

Martin Hatley had a metal post which he thought would be suitable for placement at the rear of the White Horse carpark to inhibit unauthorised access to the Recreation Ground. He would take it forward.

2819.3 Cricket Club Mower Store Proposal

The Cricket Club's proposal for additional storage in which to keep their mower had been circulated prior to the meeting. The planning advice from TVBC had indicated that such a structure would be classed as Permitted Development. It was thought that a small container would be less intrusive and be more secure, with little maintenance, compared with a wooden shed. It would be paid for by the Cricket Club. Council agreed that the Cricket Club could proceed subject to the approval of the Chairman and Allan Clark acting on behalf of Council.

Council also agreed that the Cricket Club's request to install a phone line and broadband to the pavilion could go-ahead. Council would want to be involved in the location of the items. There were concerns about the request to seek an alcohol licence and Council decided to defer it for the time being.

2820 Morleys Management

2820.1 Financial review

The Chairman outlined the annual expenditure incurred by Ampfield Parish Council (APC), and the monies transferred from S106 funds towards payment, since Council had taken over responsibility for the maintenance of Morleys Green open spaces and allotments. It was agreed that the Chairman and Clerk would prepare a detailed spreadsheet of the current situation so that Council could see the amount and nature of expenditure, how much had been reimbursed to APC and the likely profile over the coming years.

2820.2 Parking signs

The 6 parking signs intended to help clarify the allocation of parking at the Village Hall, Village Green and the Allotments and been ordered and were due for delivery that week. Council confirmed the agreement, made earlier by email, to accept the quote for installation of the signs from JN Landscapes, contractor for ground maintenance at Morleys Green. Martin Hatley advised that Braishfield Parish Council, who was very experienced in dealing with inappropriate parking, could offer advice.

2820.3 Maintenance contract

The contract with JN Landscapes for ground maintenance work at Morleys Green had come to an end. Council was pleased with the service provided and agreed to the continuation of the contract for another year based on existing rates.

2821 Highways

2821.1 School parking proposals and other parking issues

Members were familiar with the background to the situation whereby the number of cars dropping off and collecting children at Ampfield Primary School had increased to such an extent that it had caused significant problems for nearby residents and had raised concerns for the children's safety. APC had made available to the School certain parking places at Morleys Green and at the Village Hall. However, this in turn had caused concern to Morleys Green residents and the Village Hall could not always be relied upon due to bookings. TVBC had conducted consultations with residents about parking restrictions to improve the situation. Martin Hatley distributed a plan showing the resultant scheme. This included "no waiting at any time" restrictions at the junction of Knapp Lane and the A 3090, on both sides of Knapp Lane and "no waiting Monday to Friday 8am to 10.00am and 2pm to 4pm" on the residents' side of Knapp Lane up to Monks Barn. The work was expected to be done during the February half term.

It was agreed that residents of Morleys Green and Knapp Lane, and the School were to be informed in writing about what was going to happen. Martin Hatley would take that forward. It was agreed that the Chairman would write to Cllr Roy Perry to seek his support for Hampshire County Council (HCC) to address the severe problems encountered with School parking.

It was recognised that there were other parking issues causing problems in the Parish including the Knapp Lane and the Jermyns Lane entrances to Ampfield Wood and access to St Mark's Church. Martin Hatley was exploring with TVBC ways of improving access to recreational areas and available funding. There were not enough parking places for those attending the monthly Village Market. Martin Hatley would discuss possible ways of improving the situation with Hillier.

2821.2 Speed Limit Reminder Sign (SLR)

Council had been considering how best to maintain the SLR after TVBC ceased to manage the scheme in July 2019. Pete Edwards had had discussions with the current operator who was offering a service as a sole trader. He was fully qualified and insured to do the task. Council agreed that a contract should be offered once charges and other details had been established.

2821.3 Chapel Hill bollards

It was difficult to see the entrance to Chapel Hill in the dark and this could present problems on the busy A3090. Council agreed Graham Road's suggestion that bollards, as those used down the Straight Mile, would be a very helpful marker. Martin Hatley would take this forward with Jonathon Bambridge at Highways.

2821.4 Traffic calming

Changes at TVBC meant that the work on traffic calming through the Village would now be taken up by HCC. However, as the likelihood of any traffic calming measures was dependent upon the accident rate and severity, it was not an easy process. Pete Edwards would look at the prospect of it being taken forward through the Community Fund Initiative Programme.

2822 Chapel Wood

2822.1 Friends of Chapel Wood (FOCW) and maintenance

An Invitation To Tender (ITT) to undertake a health and safety audit of the trees in Chapel Wood and the Burial Ground had been sent to 4 suitably qualified arboricultural companies. Details had been circulated to Council prior to the meeting. Council agreed to the appointment of CBA Trees. The Clerk would take this forward with Graham Roads. Advice had been sought from HCC Countryside Commission who confirmed that Ampfield Parish Council was taking the right approach to the health of its trees and to the

safety of the public. Graham Roads would also discuss APC's approach with the Forestry Commission. It would be helpful to identify the responsibilities for trees adjacent to the Highway such as those along Chapel Hill and the entrance path to St Mark's Church. A working party held the previous Saturday had used a bonfire to deal with the piles of arisings from the work of earlier parties. It was noted that another shredder would be required in the next few months.

2822.2 Burial Ground

Clearance of Rhododendron and other unwanted vegetation from the left and rear of the Burial Ground had created space for up to 24 additional plots before it would be necessary to open up the right hand side of the Ground. The remaining stumps would need to be cleared, and the ground levelled and seeded, before the area could be used. Some Rhododendron at the rear of the Burial Ground would be left to act as a barrier with the Forestry Commission woodland. Graham Roads and Derek Allen would draw up a map of the revised plot lay-out and availability

2823 Reports from Committee and Portfolio Holders

An application for tree works at Kingfisher House, Knapp Lane had been received. As Kingfisher House was in a conservation area Council could not object to the application itself but could request preservation orders be applied to particular trees if they were concerned about the proposals. Alan Clark would discuss the application with the planning officer concerned and then recommend a course of action to Council.

2824 Correspondence and Communications

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

2825 Test Valley Borough Council

There was nothing new to report.

2826 Dates of future meetings

The next meeting of the Council would be held on Monday, 11th February 2019 starting at 7.00pm in the Village Hall, Ampfield. Future meetings would be held on 11th March, 8th April, 13th May, 10th June, 8th July, 9th September, 14th October, 11th November 2019 and 13th January 2020. The Parish Assembly would be held on 20th May 2020. Martin Hatley was asked to book the rooms needed at the Village Hall.

2827 Closure

The meeting closed at 8.25pm.

Chairman.....

Date.....