

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 8th April 2019 commencing at 7pm.

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

2857 Apologies for Absence

Apologies had been received from Julian Jones, Margaret Rothwell and David Stevens.

2858 Minutes

The Minutes of the Meeting held on Monday, 11th March 2019, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2859 Matters Arising from the Minutes

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

2860 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.

2861 Public Participation

One member of the public was present.

2862 Financial Matters

2862.1 Accounts for payment

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

<u>Cheques to be signed at the meeting:</u>	£ (inc VAT)
HCC pavilion signs	244.80
Wallbridge - tenders for car park/playground & old pavilion	1,440.00
Ace Liftaway - stone bags	<u>84.00</u>
	<u>1,768.80</u>

Payments made between meetings

March salary D Matthews	612.84
March payments - HMRC	175.59
Premier Grounds & Garden M'tenance - bus shelter refurbishment	1,272.00
TVBC Ground maintenance 2nd installment contract	146.98
TVBC Ground maintenance additional invoice	717.98
Eon electricity pavilion-12 March 2019 D/D	30.43
NEST pensions payment March 2019 D/D	56.44
Office Expenses-D Matthews- Jan to March 2019	<u>126.58</u>
	<u>3,138.84</u>

Council confirmed and approved the cheques and payments made between meetings. It was noted that the largest payments made were to Wallbridge Chartered Surveyor for the work done on the carpark tender and to Premier Grounds for the refurbishment of the bus shelter at the A3090/Pound Lane junction. Receipts for the month of March 2019 were £755.73. This included annual interest of £382.03 from the Nationwide account and the Wayleave payment from Scottish and Southern Energy of £192.20 for the positioning of the electric pole at the edge of the Village Hall car park extension. This was a one-off commuted sum payment covering 20 years. Bank balances on 7th April 2019 stood at £114,167.32 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at £67,188.67.

2862.2 End of year reports

Year-end figures were provisional at this stage. Council reviewed expenditure against budget for the year taking note of the expenditure items which were under or over spent. Once reserves of £28,000 had been transferred, payments would be about £7,000 under budget overall. The draft accounts would be prepared in May although, as the internal auditor would not review the accounts until 22 May 2019, Council would not be able to approve the accounts until the 10th June 2019 Council meeting.

2862.3 Clerk's Pay 2019

The Clerk left the room. The Chairman had circulated a note about changes to the national pay agreement for 2019/20. Council agreed to implement the national agreement wef 1st April 2019 and approved the adoption of changes to the scale numbers which meant the Clerk moved from SCP 26 to the new SCP19.

2863 Standing Orders Actions

When Council reviewed and adopted new Standing Orders last year there were a few items which needed further consideration including a grievance policy and use of a procurement database.

2863.1 Grievance Policy

Council agreed to adopt the grievance policy put forward by the Chairman based on ACAS's good practice guide .

2863.2 Procurement Database

Council was now registered with the Government procurement database which required details of projects valued at £25,000 or over to be publicized and made available to interested parties. The playground ITT had been logged on the database; 12 firms had expressed interest in the project.

2864 Ampfield Recreation Ground

2864.1 Car Park Project

The Chairman reminded everyone that Council had declined the Leader grant as the short term cash need was considered too great a pressure on Council finances. However, over £19,000 had been awarded from the Community Asset Fund (CAF) which, although less than Council had first hoped for, was a welcome boost to project funds. The grant was valid for 2 years. Work had begun on the Community Infrastructure Levy and S106 applications for funds. The closing date for proposals for the playground was 12th April 2019. It was agreed that the Chairman, Allan Clark and Graham Roads would form the evaluation panel. It was also agreed that Council should ask Mr & Mrs Armstrong of the White Horse whether they still wanted a 6-foot, close boarded fence on their boundary with the Recreation Ground once the old pavilion had been demolished.

2864.2 Site Security

Martin Hatley would arrange for the installation of the metal post to the rear of the White Horse Carpark to inhibit unauthorised access to the Recreation Ground.

2865 Village Design Statement(VDS) – update

After an unexpected and disappointing objection to the VDS from one department at TVBC, the VDS Steering Group had revised the document and re-issued it as Version 5. It was agreed that Council endorse that version and that it be re-submitted to TVBC. It was agreed that TVBC would be asked to bring the mapping up to date in order to take account of the boundary changes from 1st April 2019.

2866 Highways

2866.1 Speed Limit Reminder (SLR) – new contract

Prior to the meeting Pete Edwards had distributed a General Service Agreement between Ampfield Parish Council and a contractor, Simon Nightingale, for the operation of the SLR once TVBC ceased to manage it after July 2019. The contract covered the

installation and relocation of the sign, basic maintenance and 2 downloads of traffic data per year. Council agreed that the Chairman and the Clerk sign the agreement.

2866.2 Knapp Lane

The Chairman and Pete Edwards had met with representatives of HCC, Highways and Ampfield School on 12th March 2019 to review the parking situation. The dropping off of children at the School seemed uncharacteristically calm and ordered, possibly due to the presence of Highways Officers in Hi-Viz jackets. However, the newly painted yellow lines were not the answer to the problem of inadequate parking; the plot of land next to the School was pointed out to HCC as worthy of consideration for the provision of staff parking. There had been no follow up as yet. It was agreed that the Chairman write to Cllr Perry thanking him for his interest and input to this difficult issue. Martin Hatley would also explore things further with Cllr Perry.

2867 American Airmen Anniversary – 2 July 2019

The American Airmen Anniversary committee was working well and arrangements were being put in place. Invitations to specific individuals had been sent, the order of service was taking shape and catering requirements were being worked out. As all parishioners were invited to attend, the catering needs could only be estimated. The most appropriate source of funds had been identified as S137 (of the 1972 Local Government Act); it was thought that up to £500 would be needed but this could only be approximate at this stage. Martin Hatley might be able to find another source of funds which might provide up to 50% support for the event. He would discuss this with the Chairman. The possibility of the refreshments and cakes being made by local people, rather than a caterer, was to be encouraged as this was overall a community event. The next committee meeting was on 16th April 2019.

2868 Annual Report and Paris Assembly

The Parish Assembly would take place on 20th May 2019. This was later than usual due to parish councillor, and borough councillor, elections being held on 2nd May 2019. Julie Trotter would organise refreshments, for after the Parish Assembly, with the Café team. It was agreed that Ampfield Parish Council would pay on presentation of an invoice from the Village Hall Committee. The newsletter had gone to the printer that morning. Allan Clark would update the delivery rounds, of which there would be 8, for distribution from 4th May onwards. The Chairman welcomed Chris Ling, who had been elected as a councillor, and would join the new Council at its first meeting on 13th May 2019. The co-option process would get underway shortly so that Council could get up to its full complement of 9.

The Chairman thanked Pete Edwards, who had not stood for re-election this time, for his significant contribution to the work of Council over the past 7 years. His thorough and detailed approach to tasks would be missed.

2869 Date of next meeting

The next meeting of the Council, which would be its Annual Meeting and which would follow the elections on 2nd May, would be held on Monday 13th May 2019. The Parish Assembly would be held on Monday 20th May 2019.

2870 Closure

The meeting closed at 8.15pm

Chairman.....

Date.....