

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 13th May 2019 commencing at 7pm.

PRESENT: Bryan Nanson (Chairman) – Presiding
Martin Hatley, Julian Jones, Chris Ling
Graham Roads, David Stevens and Julie Trotter

2871 Election of Chairman

It was proposed by Graham Roads, and seconded by Julian Jones, that Bryan Nanson be re-elected Chairman for the coming year. There being no other nominations Bryan Nanson was declared elected. He welcomed Chris Ling as a newly elected Councillor to Ampfield Parish Council

2872 Declarations of Acceptance of Office

All Councillors present completed and signed the Declaration of Acceptance of Office which was witnessed by the Clerk as Proper Officer. Allan Clark would make his declaration as soon as practicable.

2873 Apologies for Absence

Apologies had been received from Allan Clark.

2874 Minutes

The Minutes of the Meeting held on Monday, 8th April 2019, having been circulated previously, were confirmed by the Meeting and signed by the Chairman.

2875 Matters Arising from the Minutes

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

2876 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.

2877 Co-option to Council

The number of Councillors elected on 2nd May 2019 was one less than the total number of Parish Councillors for Ampfield. A notice inviting anyone interested in becoming a councillor through co-option had been published.

2878 Public Participation

No members of the public were present.

2879 Election of Vice Chairman

It was proposed by Bryan Nanson and seconded by David Stevens that Allan Clark should be re-elected Vice-Chairman. There being no other nominations, Allan Clark was declared re-elected.

2880 Planning Committee Composition

It was agreed that all Councillors would be members of the Planning Committee with the exception of Martin Hatley as Borough Councillor of Test Valley Borough Council (TVBC). It was proposed by Bryan Nanson, and seconded by Graham Road, that Allan Clark be appointed Chairman of the Planning Committee. There being no other nominations, Allan Clark was declared appointed. The Chairman of the Council would attend as an ex-officio member.

2881 Portfolio appointments to be made

It was agreed that the Allotments would no longer need a lead Councillor. The Head of Ampfield School was consulted as necessary and a School Liaison Councillor was not, therefore, required nor was a representative on the Morleys Estate Management Board. Chris Ling had agreed to accept the portfolio of Highways, Lengthsman and Communications vacated by Pete Edwards.

The following portfolio appointments were agreed:

Ampfield Countryside Heritage Area	}	
Chapel Wood /Burial Ground	}	Graham Roads
Environment	}	
Communications		Chris Ling
American Airmen event 2019		Graham Roads
Defibrillator Inspections		Julie Trotter
Finance		Bryan Nanson
Planning		Allan Clark
Footpath Warden		Jon Milliken, Ruth Holzer, Tommy Rickard
Village Design Statement		Graham Roads

Public Transport, Highways and Lengthsman Recreation Ground	Chris Ling Bryan Nanson with support from Allan Clark
Safer Neighbourhood Scheme	David Stevens
Test Valley Association of Parish Councils }	Bryan Nanson
Hampshire Association of Local Councils }	
Village Hall Committee	Julie Trotter
Webmaster	Julian Jones
Resilience planning	Not Allocated
Recreation Ground and Woodland inspections	Allan Clark, Chris Ling, Doreen Matthews, Bryan Nanson, Graham Roads & David Stevens

2882 Financial Matters

2882.1 Accounts for payment

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

Cheques to be signed	£ inc VAT
Ace Liftaway stone bags allotments	120.00
Hampshire Playing Fields Association- subs renewal *	40.00
The Print Room - Dek Graphics - newsletter	318.00
CBA Trees - tender process - tree contractors *	480.00
HALC - affiliation fee & NALC levy *	487.00
Cllr Roads - Supplies for Chapel Wood	29.94
April salary - D Matthews	636.89
April payments - HMRC	<u>183.79</u>
	2,295.62

*needs authorisation

HALC HR consultancy service fee £180.00 not to be renewed

RMG 6-monthly payment Morleys sewerage plant - queried £148.50

Payments made between meetings

Itchen Valley Trees	350.00
Cllr P Edwards- cartridge ink expenses - newsletter	29.90
Eon electricity April	<u>30.78</u>
	<u>410.68</u>

Council confirmed and approved the cheques and payments made between meetings. The subscription renewal to Hampshire Playing Fields Association, the HALC affiliation fee and NALC levy were agreed. The HALC HR consultancy fee would not be renewed. Payment for the tree contractor appointment process was also agreed. Council noted that the 6-monthly payment to RMG, as a share of the Morleys' sewerage treatment plant costs, was being withheld awaiting an explanation of the increased charges made without prior warning or consultation. Receipts for the month of April 2019 were £19,126.63. This was largely made up by the 1st installment of the annual precept at £19,015. Bank balances on 13th May 2019 stood at £129,326.05 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at £67,188.67. Expenditure to the end of May had been modest at £4,546 made up mostly of chartered surveyor fees for the car park contractor selection process and the Chapel Wood loan repayment which had been deferred to the start of the new financial year due to bank holidays.

2882.2 End of year accounts- update

The accounts for 2018/19 had been prepared. Council's internal auditor would review the accounts on 22nd May 2019. The accounts and the Annual Governance and Accountability Return would be put before Council for approval at its next meeting on 10th June 2019.

2882.3 Lengthsman Contract

Council agreed to continue with the Lengthsman contract, now to be led by Colden Common Parish Council, for the 2019/20 year. The Contract would be run by Chris Ling on behalf of Council. The Clerk would deal with the contract signatures.

2883 Ampfield Recreation Ground

2883.1 Car Park Project - update

The Community Asset Fund grant of £19,028 was in place . The Community Infrastructure Levy (CIL) and the S106 applications were almost complete and were awaiting the outcome of the playground tender process. A decision from the CIL process wouldn't be known until the end of the year but a start could be made on the overall project. A quote from Redington Service for connection of electricity to the scorer's hut from the pavilion would be requested. Should the cost be substantially more than expected Council would go to competitive tender. The termination of supply to the old pavilion was in hand. The Chairman would clarify with TVBC about making a start on the demolition of the old pavilion.

2883.2 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.

2883.3 Award of contract for playground – commercial in confidence

Playground proposals had been submitted by 4 companies. An evaluation process identified 2 bids which met the brief best. Views about the suitability of the equipment were also sought from the Head Teacher at Ampfield School. After further clarification with the companies concerned the proposal by Wicksteed was recommended to Council. The proposal, which would use all new equipment rather than a mixture of old and new, had the added benefit of being able to keep the existing playground open during the construction period. It also presented fewer health & safety considerations. Council confirmed the awarding of the contract to Wicksteed.

2884 Highways

2884.1 Knapp Lane and School Parking - update

The Chairman had written again to Cllr Perry, Leader of Hampshire Council, thanking him for his interest and help with the problem of parking at Ampfield School. The outcome of the various meetings and discussions was awaited.

2884.2 Ratlake Speed Problems

Mr Robinson of Ratlake continued to monitor car accidents and deer deaths on the stretch of the A3090 around Ratlake. The Chairman and Pete Edwards had met with Highways about changes to the speed limit and other improvements but there had been no positive response as yet. Council was committed to improving the situation and would continue to pursue it. It was agreed that Martin Hatley would organise a meeting with Highways, residents and Cllr Alan Dowden to explore this further. Highways had rejected the request to have bollards placed at the junction with Chapel Hill and the A3090 to improve visibility of the turning which was currently very difficult to see coming from the Romsey side. The refusal was due to there being no record of accidents or fatalities at that junction. It was agreed that Martin Hatley would put the request for bollards in himself.

2885 Village Design Statement (VDS) – update

Graham Roads had spoken to TVBC that day about progress with the VDS. There was some concern that the document might have to go through another round of internal consultation at TVBC. It was expected to go before the July Cabinet Meeting for approval.

2886 Chapel Wood

2886.1 Friends of Chapel Wood and Maintenance

Council formally approved the appointment of Climbers Way Tree Care as the tree works contractor. Climbers Way would undertake the necessary work arising from the health &

safety audit conducted by CBA Trees. It was noted that the planning application to undertake tree works in Chapel Wood, which was in the conservation area, was incorrectly attributed to St Mark's Churchyard. Graham Roads had taken this up with TVBC Planning who would re-issue the application. In the meantime work would start in the non-conservation areas.

2886.2 Cleaning of Memorials

There were a few bits to finish off but the war memorials had all been cleaned and the lettering repaired. Council was pleased with work done so far. Plans were well underway for the America Airmen memorial event in July. Martin Hatley advised that funds for up to 60% of the total cost of the event could be requested from TVBC.

2886.3 Request for interment of ashes

Council agreed the request of a former parishioner to interment of ashes in the Burial Ground. However, there was no provision to reserve a particular place for the plaque. The Clerk would write to the person concerned. It was agreed that the Management Agreement and Code of Conduct applied in the Burial Ground would be reviewed within the year.

2887 Request for information

Council agreed not to respond to a request for information from a resident about individual Councillor's backgrounds or their views on particular issues. It was agreed, however, that Council's view on a number of wider issues would be provided along with various contacts in TVBC and HCC to whom the resident could pass on concerns. The Chairman and Chris Ling would take it forward.

2888 Reports from Committees and Portfolio Holders

Julian Jones reported that engaging a company to manage the website would be around £1000 a year. It was agreed that Council would not go down that route but would continue with the current arrangement which would cost approx. £350 a year.

2889 Correspondence and Communications

It was agreed that the correspondence and communications list was serving no useful purpose as nearly all such items were received by email. The lists would no longer be kept. It was noted that Spring newsletters had now all been distributed to households.

2890 Test Valley Borough Council

The Chairman congratulated Martin Hatley on his re-election as a Borough Councillor. Martin Hatley advised that he had been confirmed that day as Mayor of Test Valley. The charities he would support in his year as Mayor were Jane Scarth House, Romsey

Opportunity Group and the Boaz project. The Chairman confirmed he would attend the Civic Service at Romsey Abbey on 2nd June 2019. It was noted that TVBC were reviewing how they recycled glass and thin plastics.

2891 Date of next meeting

The next meeting of the Council would be held on Monday 10th June 2019. The Parish Assembly would be held on Monday 20th May 2019.

2892 Closure

The meeting closed at 8.30pm

Chairman.....

Date.....