

Minutes

The Minutes of the Meeting of Ampfield Parish Council held in the Village Hall, Ampfield on Monday, 9th September 2019 commencing at 7pm.

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

2922 Apologies for Absence

Apologies had been received from Martin Hatley and Kate McCallum.

2923 Minutes

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

2924 Matters Arising from the Minutes

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

2925 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.

2926 Public Participation

No members of the public were present.

2927 Financial Matters

2927.1 Accounts for payment

Members considered and approved the renewal of insurance prior to cheque signing (para 2927.2).

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

Cheques to be signed	£ inc VAT
Hursley Rd Dental Practice – refund	50.00
Wendage - service to sewerage treatment system	150.00
Albrook Pest Control - rats under old wooden pavilion	100.00
D Matthews - August salary	636.69
HMRC August salary payments	183.99
Highbridge Civil Engineering - carpark project	18,960.00
RMG - Allotments - sewerage plant costs 29/9/19-24/3/20	148.50
Came & Company - insurance renewal	<u>1,966.91</u>
	<u>22,196.09</u>

Payments made between meetings

Eon electricity July -Recreation Ground	44.27
NEST - July pension payment	58.64
Premier Grounds & Garden Maintenance – Lengthsman	36.00
Hursley Road Dental Practice- deposit return - pavilion	50.00
D Matthews July salary	636.69
HMRC July payments	183.99
AA ceremony - sundries - Cllr Roads	132.21
AA ceremony - refreshments - Cllr McCallum	72.64
AA ceremony - poppy appeal	80.00
Calor Gas - standing charge	17.99
Business Stream - water used at Rec Ground	51.93
Office 365 licenses- Cllr Stevens	475.20
Eon electricity August payment - Recreation Ground	72.61
RMG - Allotments - sewerage plant costs 25/3/19-28/9/19	148.50
Climbers Way Tree Care - H & S Audit schedule of work	8,428.49
NEST - August pension payment	<u>58.64</u>
	<u>10,547.80</u>

Council noted that the query raised against the RMG invoice had been resolved. Council confirmed and approved the cheques and payments made between meetings.

Receipts for the months of July and August were £2699.42. This included \$106 monies and payments made from the Test Valley Borough Council (TVBC) Asset Fund. It was also noted that the first individual hiring of the pavilion had taken place. Bank balances on 8th September 2019 stood at £119,507.03 in total. Within that the Nationwide account, which was intended for the maintenance of open spaces at Morleys, stood at £67,188.67. Basic operating costs were £15,251 to end August, representing about 25% of budget spend.

2927.2 Insurance renewal

Council's insurance was due for annual renewal on 16 October 2019. The premium of £1966.91 took account of the 3-year deal on fixed rates agreed by Council in 2018. The

Insurer was Inspire, recommended to Council by its broker Came & Company. The Clerk would clarify the descriptions of the containers in the asset list and other minor details. Council agreed the premium and renewal.

2927.3 Finance regulations

A revised version of the Model Finance Regulations for Parish Councils had been issued by NALC. The Chairman and the Clerk would customise the Model for consideration by Council. The new regulations provided for on-line banking which Council did not currently practice. The feasibility of using on-line banking would be considered as part of the exercise.

2927.4 Assets

- Hedge Trimmer

The Hedge trimmer didn't work. A new one was expected to cost over £700 and repair had been quoted at £170 plus VAT. Before it was written off Council agreed to seek advice from Romsey Men's Shed; Allan Clark would take it to them.

- New Notice Board

There had been no progress. Allan Clark would pursue it with Martin Hatley.

- Canon printer

The Chairman reminded members that Council's previous machine had been hired on contract. It had produced good quality material but had been very large and bulky and had a range of features not needed by Council. It had been replaced by a Canon Pixma desk top printer/copier. This machine had proved to be a high and expensive ink user in which compatible brands did not work. It had also stopped providing the duplex facility. Enquiries had shown that there were no spare parts and the machines could not be repaired. Council noted the need to make provision for replacement in the budget, perhaps with a laser copier.

- Tree maintenance

Climbers Way, Council's tree contractor, had quoted £1510 to remove a number of dead Elms, and to prune back the canopy of an Oak in decline, along the Recreation Ground boundary. Council agreed the quote. The Chairman would take it forward with the contractor.

2928 Ampfield Recreation Ground

2928.1 Car Park and Playground Project – update

Details of the project finances were well known. The application for S106 Developer Funds had not made it onto the TVBC Cabinet meeting agenda for September. It was hoped that approval would be given at the October meeting. The playground project had been delayed by the absence of the S106 funds and installation in September had, therefore, been deferred.

The footpath needed to be re-instated rather than repaired as originally planned. Also additional soil was needed for levelling the ground. At £2,960 the cost for these additional items was well within the savings figure identified earlier. There had been some minor changes to the layout of the playground but other reductions in the project costs had meant the net cost was only around £50. The revised playground project cost was now £33,677.45 compared with the original cost of £33,624.95. Council agreed the revised project cost and approved the purchase of additional soil and levelling. Council also approved engaging the contractor to deal with the installation of the security post to the rear of the White Horse carpark to inhibit unauthorised access to the Recreation Ground. Council noted that additional fencing might be considered desirable at a later date.

2929 Highways - traffic calming

Council considered proposals made by Chris Ling taken from the various traffic calming measures identified by the Hampshire County Council (HCC) Traffic Management Team for the 30mph stretch of the A3090 through the Village. Council agreed to new tactile crossings in footways on both sides of road at the exit from Morleys across to Redburn Farm, a footway link over Green Pond Lane with dropped kerb and tactile crossings on both sides, traffic island and dropped kerb at brick bus shelter at Green Pond Lane and a "Gateway" feature to replace an existing sign just west of Kings Mead. Although on the original list of proposals, HCC had not yet supplied details for the traffic island feature. Chris Ling explained why other features including new "SLOW" markings, new edge of carriageway lines, and removal of centre line and studs, would not be taken up. It was agreed that Chris Ling would take forward the proposals. Martin Hatley had confirmed that the placement of bollards at the Chapel Hill/A3090 junction was in hand.

2930 Access to Village Green

Council agreed to the removal of a 4 foot length of bank, and to the installation of a post, next to the existing vehicle access gate onto the Village Green. This was intended to improve access to the Green for elderly residents. Should a gate ever be required there in the future the dimensions would be suitable. The freeholder had not responded to the proposal; the Chairman would now advise them that Ampfield Parish Council (APC) was going ahead with the change. The problems with RMG and their invoice for APC's share of the sewerage plant maintenance costs had been resolved. Water and electricity charges for the allotment buildings had been queried by Morleys Green Management. APC would

attempt to resolve the matters. Julie Trotter would send the Chairman details of the new contact at Achesons, the Morleys building contractor.

2931 Autumn Newsletter

Council agreed to publish an Autumn newsletter. Kate McCallum would manage and edit the newsletter. Publication would be late October/early November. A list of topics and authors was agreed. The revised Village Design Statement was added. Members were asked to supply any additional topics within the next few days.

2932 Chapel Wood

The Friends of Chapel Wood's annual business meeting had been conducted on the 3rd September. Graham Roads would ask TVBC to attend to the bracken. Much work had been done on reducing the Rhododendrons at the rear of the Burial Ground but the roots would have to be removed if the area was to remain clear. This would require machinery and professional help and would be included in the next program of work. The Friends of St Mark's were having a clearing up of the churchyard day on 21st September; FOCW could join in and do similar work in the woodland and Burial Ground.

2933 Burial Ground Regulations

A new version of the regulations for memorials and related items had been issued by the Chancellor of the Diocese of Winchester. Apart from a few minor differences APC followed the diocesan regulations in its administration of memorials in the Burial Ground. An initial review of the document indicated that it contained nothing of concern. The Management Agreement and Code of Practice for the Burial Ground was due for review that year. It was agreed that the new regulations would be included in that review. It was also agreed that Graham Roads would take it forward.

2934 Enforcements issues

There was nothing new to report.

2935 War Memorial Centenary 2020

Next year, 2020 would see the 100th anniversary of the erection of the WW1 memorial. It was known that there was a story to the relationship between the Vicar of St Mark's and the team working on raising the funds for the memorial. It was agreed that research would be done and an article prepared for the Spring 2020 newsletter.

2936 Reports from Committees and Portfolio Holders

Julie Trotter and Graham Roads had attended a meeting of TVBC at which Councillors voted unanimously to adopt Ampfield's revised Village Design Statement (VDS) as a Supplementary Planning Document. The VDS team would now make proposals for the

design, printing and distribution of the booklet. Chris Ling informed everyone about the sustainable transport workshop he had attended run by TVBC which was intended to identify obstacles to people using cycle routes. This was part of a wider initiative whereby Southampton was one of 12 cities seeking a share of funds of £1.2bn. He was also due to attend a Resilience Forum on 12th September.

The Lengthsman was next due in the Parish in October and Members were encouraged to let Chris Ling know about any tasks needing done. Any work thought necessary on footpaths would be helpful. It was noted that part of the Monks Brook was getting clogged up. David Stevens would show Chris Ling where the problem was. It was also noted that a rough bank where Lower Farm Lane meets Pound Lane needed cutting back. David Stevens advised that there seemed little likelihood of a Police Community Support Officer attending one of Council's meetings.

2937 Correspondence and Communications

Some residents of Morleys Green had written to Council expressing concern about the coarse vegetation growing on the bund and around the edges of the Village Green. The Chairman and the Clerk would explore this further with the ground maintenance contractor.

2938 Test Valley Borough Council

Martin Hatley was not in attendance

2939 Retirement

The Chairman advised members that the Clerk was retiring at the end of December. The recruitment process would get underway immediately.

2940 Date of next meeting

The next meeting of Council would be held on Monday 14th October 2019.

2941 Closure

The meeting closed at 8.25pm

Chairman.....

Date.....