

UPPER CLATFORD PARISH COUNCIL  
MINUTES OF THE MEETING  
HELD ON TUESDAY 10<sup>TH</sup> APRIL 2024  
AT 7.30 PM IN  
THE KING EDWARD VII MEMORIAL HALL

Councillors	Clerk	TVBC + County Councillors	Others
P Heslop (Chairman) R Bennett ( Vice Chairman) R Hydes R Hawkins C Williams C Eyre P Littlehales N Freemantle L Dawson G Kemp	E Attwood	S Hasselmann D Drew	4

Pleas

1.	<b>Apologies for Absence:</b> Borough Cllr Flood
2.	<b>Co-option of Parish Councillors - There were 3 candidates for 2 vacancies.</b> <b>Resolved:</b> Gerald Dawson agreed to join the Chalk Pit Working Group. Elizabeth Dawson and Graham Kemp were co-opted. A declaration of Office was completed together with a declaration of pecuniary interests.
3.	<b>To receive and accept declarations of interest:</b> None.
4.	<b>Public Participation:</b> - A Parishioner spoke about the dog faeces problem on the Aster owned land beside Waterloo Terrace which he has temporarily managing with a bin he empties. The Parishioner suggested it would be best to place a dog bin at Foundry Road end of the footpath.
5.	<b>Borough Councillors Report</b> – Councillor Hasselmann report See appendix A
6	<b>County Councillors Report-</b> Councillor Drews report See Appendix B <ul style="list-style-type: none"> <li>• A Cllr asked what can be done to address the difficulty buses are having with access through the village. Cllr Drew said there was no easy solution as cars and buses had increased in size and that yellow lines could restrict parking along the street.</li> <li>• A Cllr queried why no repairs were taking place to bus stops and if the bus service was under threat. Cllr Drew said HCC were working with Unity to set up community bus service.</li> <li>• Cllr Heslop said he would like a consultation if the bus service was under threat. Cllr Drew replied by stating Stagecoach was a commercial operator and run a business which must be viable.</li> </ul>
7.	<b>To approve the minutes from the Parish Council Meeting held on 13<sup>th</sup> March 2024</b> Minutes were circulated prior to the meeting. A spelling mistake was corrected in Appendix C it should read Equitix not Equinox. <b>Resolved:</b> That the minutes of the Council meeting of the Parish Council held on the 13 <sup>th</sup> of March be confirmed and signed as a true record.
8.	The Clerks report since the last meeting held on 13 <sup>th</sup> March 2024 <ul style="list-style-type: none"> <li>• Builder has advised work on Taskers Plinth to be commenced soon.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Dog waste bin at Chalk Pit and back of Taskers drive have been requested emptying during past month due to being full and appearing to have been missed.</li> <li>• The post box is now visible as this hedge has been trimmed back.</li> <li>• The owner of the paddock will remove the oil drum and the green waste will be cleared. The washing line is in an adjoining field not owned by him.</li> <li>• No response from the resident who has thrown Green Waste on Footpath no 2 at Mount Villas</li> <li>• Aster will not place a bin on their land but have given permission for the Parish Council to place a dog bin at a suitable place.</li> <li>• For TVBC to move small 140 bin from the park to Bury Hill Close at the side of Waterloo Terrace the cost is £95.39. It needs to be placed at the top or bottom.</li> <li>• Auditor due 24<sup>th</sup>/25<sup>th</sup> April completion of internal audit to include Annual Governance and Accountability return, VAT, and PAYE processes.</li> <li>• Two options and quotes to removal of tree on edge of Balksbury Bridge Playing Field</li> <li>• Next month will be Annual Council meeting where committees will be arranged- Smaller Committees need to be considered for Finance &amp; Planning.</li> <li>• Appointment has been arranged with Southern water to locate mains stopcock as it may be a shared supply.</li> <li>•</li> </ul>				
9	<p><b>Planning - Review of decisions, applications, and responses</b></p> <ul style="list-style-type: none"> <li>• 24/00703/TPON 33 Brook Way Oak Crown reduction - No objection</li> <li>• 24/00792/FULLN Orchard Hill House - Replace conservatory with single storey rear extension, garage conversion – No objection.</li> </ul> <p><b><u>Previous applications</u></b></p> <ul style="list-style-type: none"> <li>• 24/00269/FULLN St Vincents Salisbury Road, Andover – Withdrawn.</li> <li>• 23/03188/FULLN Farleigh School Stockbridge Road Red Rice Upper Clatford - No decision</li> <li>• 24/00363/VARN Curry Cottages Stockbridge Red Rice No Objection – No decision</li> <li>• 24/00532/FULLN Cricklade Nurseries Foundry Road – No Objection - No decision</li> <li>• V24/00504/CLPn 18 Brook Way Anna Valley Andover – Certificate granted.</li> <li>• 24/00615/TREEN 5 Bury Hill Farm Upper Clatford – Permission</li> <li>•</li> <li>• HCC/2023/0211 Orchard Hill Farm TVBC No objection subject to National Highways and Lead local flood Authority, both of whom have sought additional information. No objection submitted with comments on 5 Sep 23. <b>No decision</b></li> <li>• 24/00011/FULLN Paddock House Upper Clatford - Permission.</li> </ul>				
10	<p><b>10.1 Finance</b> - To receive and approve the Financial Statement 1<sup>st</sup> March 2024 – 31<sup>st</sup> March 2024. The Clerk had circulated financial statements prior to the meeting.</p> <p>Bank Reconciliation</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Business Account</td> <td style="text-align: right;">£1,771.89</td> </tr> <tr> <td>Treasurers Account</td> <td style="text-align: right;">£27,761.92</td> </tr> </table>	Business Account	£1,771.89	Treasurers Account	£27,761.92
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	<p>Fixed term deposit £35,000.00</p> <p>Closing Balance as of 29th March 24 24 <u>£64,533.81</u></p> <p><b>Resolved:</b> That the financial statements between 1<sup>st</sup> March – 31<sup>st</sup> March were approved and signed by the Chairman.</p> <p><b>10.2 Payments for approval - March 2024</b></p> <table style="width: 100%;"> <tr><td>TVBC Ground Maintenance Feb</td><td style="text-align: right;">£1,827.50</td></tr> <tr><td>Andover Rubber Stamp</td><td style="text-align: right;">£42.00</td></tr> <tr><td>TVBC Dog Litter</td><td style="text-align: right;">£1,495.75</td></tr> <tr><td>SSE</td><td style="text-align: right;">£24.02</td></tr> <tr><td>E Attwood- Salary</td><td style="text-align: right;">£619.93</td></tr> <tr><td>HMRC - Clerks Tax</td><td style="text-align: right;">£8.40</td></tr> <tr><td>Parish Online</td><td style="text-align: right;">£120.00</td></tr> <tr><td>King Edward V11 Hiring Hall</td><td style="text-align: right;">£30.00</td></tr> <tr><td>Post Office - Stamps</td><td style="text-align: right;">£6.00</td></tr> <tr><td>SSE</td><td style="text-align: right;">£19.63</td></tr> </table> <p><b>Payments for approval April 2024</b></p> <table style="width: 100%;"> <tr><td>Ryan Tilley – Roof repairs Chalk Pit</td><td style="text-align: right;">£500.00</td></tr> <tr><td>E Attwood Salary</td><td style="text-align: right;">£578.73</td></tr> <tr><td>E Attwood Tax</td><td style="text-align: right;">£49.60</td></tr> <tr><td>HALC Training Cllr Eyre</td><td style="text-align: right;">£12.00</td></tr> <tr><td>HALC Annual Subs</td><td style="text-align: right;">£530.00</td></tr> <tr><td>Business Stream</td><td style="text-align: right;">£56.79</td></tr> <tr><td>Village Hall Invoice Hall Hire</td><td style="text-align: right;">£30.00 TBC</td></tr> <tr><td>Matt Pritchard Taskers Plinth repairs</td><td style="text-align: right;">£1750.00</td></tr> </table> <p><b>Resolved:</b> Payments for March 2024 &amp; April 2024 were approved. The Clerk will write to the treasurer of the Village Hall and request an invoice for the year so payment can be made.</p> <p><b>10.3 End of years accounts to 31<sup>st</sup> March 2024</b></p> <p><b>Resolved:</b> Cllrs approved the end of year accounts to 31<sup>st</sup> March 2024.</p> <p><b>10.4 Fix Term Deposit matures on 23<sup>rd</sup> April 2024</b></p> <p><b>Resolved:</b> Approval for Clerk and Cllr Eyre to discuss and reinvest for another six months.</p>	TVBC Ground Maintenance Feb	£1,827.50	Andover Rubber Stamp	£42.00	TVBC Dog Litter	£1,495.75	SSE	£24.02	E Attwood- Salary	£619.93	HMRC - Clerks Tax	£8.40	Parish Online	£120.00	King Edward V11 Hiring Hall	£30.00	Post Office - Stamps	£6.00	SSE	£19.63	Ryan Tilley – Roof repairs Chalk Pit	£500.00	E Attwood Salary	£578.73	E Attwood Tax	£49.60	HALC Training Cllr Eyre	£12.00	HALC Annual Subs	£530.00	Business Stream	£56.79	Village Hall Invoice Hall Hire	£30.00 TBC	Matt Pritchard Taskers Plinth repairs	£1750.00
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11	<p><b>Playing Fields - To report the Monthly Monitoring of the Play Park Equipment</b></p> <p><b>11.1 Coronation Field Anna Valley Playing Field</b> – Cllr Williams inspected the park and found the equipment was in good working order, however dog faeces were found in the area.</p> <p><b>11.2 Balksbury Bridge Playing Field</b> – Cllr Williams reported dog faeces in the play park. A Parishioner had requested by letter that Councillors monitor the area, but this is not practical. Cllr Kemp offered to raise awareness during a local radio session. Cllr Williams said ROSPA would be inspecting the area in May and that their recommendations will be taking into account for the safety surface which is showing signs of deterioration.</p> <p><b>Resolved:</b> The Clerk will contact the dog warden and ask for advice how to discourage dog walkers from entering parks, signs and request he visits the area. The Clerk will also ask for a Facebook post to be placed on the village site.</p> <p><b>11.3 Moles in Balksbury Bridge Playing Field</b></p> <p>Cllr Hydes will get a quote for the elimination of moles which are causing damage.</p>																																				

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12	<p><b>Trees and Open Space.</b></p> <p><b>12.1 Bury Hill Close</b> – A request was made to cut back healthy trees that border a property due to lack of light. Councillors discussed this in accordance with the tree policy the consensus was that only trees which are a safety issue should be considered for tree maintenance.</p> <p><b>Resolved;</b> The Clerk will write to the Parishioner and advise them of the decision.</p> <p><b>12.2 Conservation Group</b> will carry out maintenance work to clear the nettles along the edge of the play park. <b>Resolved:</b> Councillors approved the purchase of no chemical residue weed killer.</p> <p><b>12.3 Approval of removal of tree Foundry Road</b> A letter has been received from Hampshire Highways instructing the Parish Council to crown lift an Ash tree at Bawksbury Bridge playing field. It also transpires the tree has ash die.</p> <p><b>Resolved:</b> Councillors approved a quote for £950 plus VAT to remove the tree. <i>Post meeting</i> approval will need to be sought from TVBC as it is on the edge of the Conservation area.</p> <p><b>12.4 Dog Faeces on strip of land beside Waterloo Terraces.</b> It was reported by a resident that he had placed a bin to collect dog faeces that were otherwise been left on the strip of land beside Waterloo Terrace leading to the TVBC play park. Aster owns the land and have given permission for a dog bin to be placed on their land.</p> <p>Resolved: TVBC can be instructed to relocate one of the bins in Bawksbury Bridge playing field to the Foundry Road end of the land at a cost of £95.39.</p>
13	<p><b>Footpaths &amp; Highways</b></p> <p><b>13.1 Footpath No 2 above Mount Villas</b> – No response or action has taken place.</p> <p><b>13.2 Public footpath No 2 from the field</b> – The landowner and his tenant have agreed to remove the green waste and the oil drum. A letter of thanks has been sent in reply to his e mail.</p> <p><b>13.3 Mobile phone mast</b> – It was noted that a mast has been erected on the A303 on Winchester Road.</p>
14	<p><b>Pavilion &amp; Sports Field</b></p> <p>13.1 Cllr Hawkins reported he has no current update from UCYFC. <b>Resolved:</b> The Clerk will liaise the club to ensure a representative attends the May meeting for an annual update.</p>
15	<p><b>Environment</b></p> <p><b>15.1 Pillhill Brook Association</b> – A representative Janet Wright from Pan Parish Forum was present, and she was encouraging all riparian owners to join the Pillhill Brook Association. <b>Resolved:</b> It was approved that Cllr Eyre will represent Upper Clatford Parish Council.</p> <p><b>15.2 Bawksbury Play Park Water Testing</b> – Janet Wright was invited to speak about the Pillhill Brook Association. She explained the steering group will be monitoring the water quality of the Brook and ask for permission to use Bawksbury play park to carry out the water testing.</p>

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	<p>She informed Councillors that area of the water had the most invertebrate species. It was also reported that the SINC designation could not be found on the HCC website, and she was investigating this with HCC.</p> <p><b>Resolved;</b> Permission was granted to the Pillhill Brook Association to water test at Bawksbury Bridge Play Park.</p> <p><b>15.3 Chalk Pit Survey</b> – Janet Wright is also a geologist and has requested permission to carry out a geological survey using a drone.</p> <p><b>Resolved:</b> Permission has been granted to use a drone at the Chalk Pit for this purpose.</p> <p><b>15.4 To discuss reduction of Street Lighting</b> – HCC have written to the Parish Council advising them they could reduce the street lightning bill if they turned off lighting between 1am-4am. The 13 lights that qualify are on Highbury Road, Valley Rise, Clatford Manor, Above Town, The Laburnums and Watery Lane, 13 lights in total. All other Parish Lights on C class routes are excluded.</p> <p><b>Resolved:</b> The Clerk will advise HCC that the Parish Council authorises the streetlights being turned off during the night.</p>
16	<p><b>Fund raising for Chalk Pit: To discuss the sale of land at Brook Way.</b></p> <p>Cllrs discussed selling the plot of land at Brook Way. There is a mature tree with a TPO on the plot.</p> <p><b>Resolved:</b> Councillors did not approve the sale of the land and that the consensus was that funding needs to be sourced from elsewhere and this should only be considered as a last resort.</p>
17	<p><b>External Committee and Events</b> – Nothing to report</p>
18	<p><b>Correspondence received for discussion</b> – Cllr Kemp will investigate who the phishing e mails can be reported too.</p>
16	<p><b>Chalk Pit</b></p> <ul style="list-style-type: none"> <li>• Cllr Eyre will invite a representative to a site visit from Cowdown renewables.</li> <li>• Gerry Dawson has joined the Chalk Pit working group.</li> </ul> <p>The following expenditure was approved:</p> <ul style="list-style-type: none"> <li>• Replace the leaking stop cock £200.</li> <li>• Replace the broken roof tiles £100.</li> <li>• Pre application £300.00</li> <li>• Padlock £20.00</li> <li>• Skip £462 for 12yd builder's skip.</li> </ul> <p><i>A resolution has been passed in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the Chalk Pit until the dilapidations &amp; outstanding SSE invoice have been settled. See appendix C.</i></p>
17	<p>The next Parish Council meeting is to be held in the Village Hall <b>on Wednesday 8<sup>th</sup> May 2024</b> at 7.30pm.</p>

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**Appendix A Borough Councillor Hasselmann and Floods Reports**

**Community Grants** – Green Projects Following a request by the Climate Emergency Working Group, TVBC officers have adapted the community grants document to include those grants that may be applicable to community environmental projects. Please see a full list in the attached document **Butterfly Monitoring** - Every year, Test Valley Borough Council takes part in the United Kingdom Butterfly Monitoring Scheme (UKBMS) in conjunction with Butterfly Conservation. There are 10 locations in Test Valley with 10 transects in each. The transect walks are for 26 weeks between April and the end of September and consist of a predetermined walk. We would like to hear from you if you would like to walk a transect, record your sightings, provide valuable information for TVBC's conservation work, and inform the future management plan for the Borough. All training will be provided. If you would like to be part of this year's Butterfly Monitoring Scheme, please email [CitizenScience@testvalley.gov.uk](mailto:CitizenScience@testvalley.gov.uk) to register your interest.

**Caroline Nokes MP visit to Southern Water Pathfinder Project and Fullerton**

**Wastewater Treatment Works** On Tuesday 2nd April Caroline Nokes MP spent a day in our area to find out about the Pathfinder project in Kimpton, Thruxton and East Cholderton, and to learn more about the work carried out by the Pan Parish Forum in collaboration with Southern Water down the Pill Hill Brook and Anton. She also visited the Fullerton Treatment Works in the afternoon where she had detailed discussions with Southern Water about the overflows into the Test and Southern Water's future investment plans. Your local County and Borough Councillors, Chris Donnelly, David Drew, Maureen Flood and Susanne Hasselmann, as well as the PPF secretary Janet Wright, PPF chair and members attended some or all of these meetings. Cllr Susanne Hasselmann, [cllrhasselmann@testvalley.gov.uk](mailto:cllrhasselmann@testvalley.gov.uk) Cllr Maureen Flood, [cllrmflood@testvalley.gov.uk](mailto:cllrmflood@testvalley.gov.uk)

**Appendix B Cllr Drew**

**Hampshire County Council considers consolidating office spaces across Hampshire**

Proposals by Hampshire County Council to reduce its office accommodation in towns across the county will be considered next week, as part of efforts by the Local Authority to consolidate staff into fewer buildings and help save money on running costs

The proposals set out a strategy for implementation in the coming years, as part of the County Council's regular work reviewing the use of its buildings, and ensuring that facilities keep pace with changing patterns of use.

Many of the people working in County Council offices spend a significant proportion of time working directly in the community with people who need them – delivering local services such as social care to vulnerable children and adults, enabled by technology. Some staff are also working remotely, which has become a more frequent pattern since the Covid-19 pandemic.

Buildings such as libraries and register offices, which are important public-access amenities, were included purely to consider the opportunities for how any office space within them might be used in future. The review of office accommodation does not consider closing any libraries or other public services.

<https://www.hants.gov.uk/News/20240603Officeaccommodation>

**Hampshire County Council to sell buildings in Winchester**

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Hampshire County Council will shortly be marketing three sites in Winchester for sale - Three Minsters House, on the High Street, Four Chimneys Family Centre, near the Andover Road, and property on the County Council's Monarch Way site, near the Romsey Road

These buildings will close to staff later this year, and services run from these sites will be relocated to other County Council buildings in Winchester. The services will be moved to other locations within Winchester that are accessible by public transport, and local people will still be able to use them.

<https://www.hants.gov.uk/News/20240319winchesteroffices>

**£300,000 of illegally sold vapes and fake tobacco seized by Hampshire County Council**

Illegal vapes and fake tobacco products valued at £300,000 have been seized by Hampshire County Council's Trading Standards over the last 12 months – in their crackdown on retailers who sell vapes to under 18s

Parents are rightly concerned about their children having access to vapes following an alarming rise in vaping by young people. The vast majority of traders in Hampshire act within the law but we are putting more resource into catching the irresponsible minority whose actions put people at risk. Our Trading Standards team has ramped up activity to clamp down on illegal and underage sales and, as a result, we have seized large amounts of illegal vapes that breached the legal limit of nicotine or that were sold illegally to underage people. We have also seized pouches of counterfeit tobacco which are not subject to the usual manufacturing standards and could contain any substances. This haul of 15,000 contraband items has been kept out of the hands of consumers and will now be destroyed. This is a great result that underscores our commitment to keeping people in Hampshire safe."

More information about Hampshire County Council Trading Standards can be found by visiting: <https://www.hants.gov.uk/business/tradingstandards>  
<https://www.hants.gov.uk/News/06032024TSvapehaul>

**Creating a smoke-free generation comes a step nearer**

Up to £23 million will be spent from April 2025 over the following seven years to support Hampshire smokers to quit, and to help stop people taking up the habit in the first place

Smoking is the single biggest preventable cause of ill health and premature death in England, costing the taxpayer millions and placing a huge burden on the NHS and social care. Helping people to quit smoking therefore is vital and is one of our key statutory responsibilities."

The County Council's current commissioned service, [Smokefree Hampshire](#), offers stop smoking support that is personalised to meet the needs of its clients.

Currently some 3,500 people in Hampshire are supported to quit each year via this service.

In 2022, it was estimated that 10.5% of adults living in Hampshire smoked. It is also estimated that some 4,500 Hampshire residents die, and 8,600 residents are admitted to hospital each year because of smoking.

Local Authorities' Public Health budgets are 'ring-fenced' by Government. This means they cannot be spent on funding other services.

<https://www.hants.gov.uk/News/19032024Smokingcessation24>

**County Council invites communities to bid for funding to plant disease resistant elms**

In a boost for nature recovery, communities across Hampshire are being invited to apply for funding to plant disease resistant elm trees. The once abundant species has been decimated by disease in recent decades, but new varieties are now taking root across the county

The initiative to support its comeback is possible thanks to a grant from The Tree Council secured by Hampshire County Council's Forest Partnership.

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Enquiries are open now for the 2024/25 tree planting season which starts from the autumn. Organisations such as town and parish councils, local groups and landowners can find out more information on the Hampshire Forest Partnership [webpage](#).

<https://www.hants.gov.uk/News/19032024DiseaseResistantElms>

**New forum launched to encourage young people with additional needs and disabilities to speak up**

Young people across Hampshire with special educational needs or disabilities (SEND) have an exciting opportunity to join a new youth forum to voice their opinions and share experiences directly with decision makers from the local authority on topics that directly affect them – such as education, training and employment opportunities

Anyone aged 14 to 25 with SEND can join the new SEND Youth Forum – you don't need to have a formal diagnosis or an Education Health and Care Plan.

Members will have opportunities to make new friends, learn new skills, feed back their firsthand experiences of education, work and training, gain insight into how decisions that affect them are made, and influence those decisions at times too. The Forum has been set up in collaboration with learners currently enrolled in the County Council's Supported Internship programme, which offers real workplace experience alongside support and training with a range of Hampshire employers.

<https://www.hants.gov.uk/News/20240319SENDforum>