

UPPER CLATFORD PARISH COUNCIL
 MINUTES OF THE MEETING
 HELD ON THURSDAY 18TH MAY 2023
 AT 7.30 PM IN
 THE KING EDWARD VII MEMORIAL HALL
 Draft minutes until approved

Councillors	Clerk	TVBC + County Councillors	Others
Cllrs P Heslop (Chairman) R Bennett (Deputy Chairman) C Williams C Crosthwaite- Eyre R Hawkins	E Attwood	Cllr Flood Cllr Hasselman	0

1.	Sign Declaration of Office Councillors signed declaration of office form.	
2.	Election of Chairman and Declaration of Office Resolved: Cllr Eyre nominated Cllr Heslop to be Chairman. This was seconded by Cllr Williams. All agreed. Cllr Heslop signed an acceptance of office form.	
3.	Election of Vice Chairman Resolved: Cllr Heslop nominated Cllr Bennet to be Vice Chairman. This was seconded by Cllr Eyre. All agreed.	
4.	Election of Representatives: Finance: Chair Cllr Eyre, Cllr Williams, Cllr Hawkins, Cllr Bennett, Cllr Hydes, Cllr Heslop Planning Committee: Chair Cllr Bennett, Cllrs Williams, Cllr Hawkins, Cllr Eyre, Cllr Hydes Pan Parish Forum: Cllr Heslop Pavilion & Sports Field: Liaison Cllr Hawkins all Cllrs Footpaths & Open Spaces: Cllr Bennett Play Areas: Cllr Williams Trustee Village Hall: TBC Trees: Cllrs Bennett & Cllr Eyre Website: Cllr Eyre Highways: Cllr Hydes Funding Sources: Cllr Hydes	
5.	Apologies for Absence: Richard Hyde David Drew	
6.	Completion of new register of Interest forms. Cllrs completed forms for the clerk to lodge with TVBC.	
7.	To receive and accept declarations of interest: None reported	
8.	Public Participation: None	
9.	To approve the minutes from the Parish Council Meeting held on 8th March 2023. Minutes were circulated prior to the meeting. The following amendments were made <ul style="list-style-type: none"> • No 3 The Chairman welcomed two newly elected Cllrs who attended the meeting and “as members of the public”. was added. • 6.5 Tyne cottage made enquiries about a prospective (not perspective) planning application 	

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	<p>Resolved: That the minutes of the Council meeting of the Parish Council held on the 12th of April were then confirmed and signed as a true record.</p>	
10.	<p>To receive the Clerk's progress report since the last meeting held on 12th April 2023</p> <p><u>Report</u></p> <ul style="list-style-type: none"> • Solicitor has now had two emails regarding Chalk Pit, waiting on tenant's solicitor. Tenancy at will hand delivered on 13th April to office. • Electrics checked at Pavilion, waiting report and invoice • Coronation – Receipts need paying and copying to TVBC unspent money from £500 grant will need to be returned to TVBC • Sports Club 1st May will now be invoiced for Utilities on a monthly basis. Grass maintenance and markings of the pitch etc will be invoiced in Sept when they have received subs from parents. • Online banking now in place, awaiting Cllr Williams to receive her logging on details. Bank has been chased • The contractor for the gates to create a footpath at Sports field has been chased – awaiting response 12/5/23 (now scheduled 17th/18th June) • HCC tracking of potholes and work needing completing has been rechecked and added to website. Cllr Drew was also questioned about slowness of service- Response was HCC are working flat out and are extremely busy. • FOI – Clerk collating answers & evidence – offered walkabout Parish but no response as of yet. • Score board has been sold £100 • Diocese chased re allotments at Glebe field do not wish to sell or lease the land for allotments • Cheque 2290 payable to Wick Steed lost by bank. Transaction was to debit and recredit our account by inexperienced cashier. Corrected on 11/05/23 • Bin by play park found knocked from position by Anna Valley Play Park – Kindly replaced by previous clerk. Bin slightly damaged. • Contacted Clatford Manor House and informed them about dangerous tree. • VAT claim sent in for last financial year 	
11.	<p>Planning- Review of decisions, applications, and responses:</p> <p>11.1 22/03267/FULLN Anaerobic digester – ongoing further consultation documents are now on TVBC website.</p> <p>11.2 23/00575/FULLN 179 Bury Hill Close, Anna Valley, Andover – Single storey rear extension with lantern roof light - No objection</p> <p>11.3 23/00126/TPON Paddock House Upper Clatford Andover T1 Ash Refused. It was reported that the owner is trying to prevent the roots from going underneath hi and another application is expected.</p> <p>11.4 23/00565/CPLN40 Brook Way Anna Valley certificate to remove existing rear conservatory and erect a single storey rear extension – Certificate issued</p>	

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	<p>11.5 23/010133/FULLN Tyne Cottage Foundry Road Anna Valley Replace Timber outbuilding with coach style car port – No Objection</p> <p>11.6 23/01213/FULLN Cob Barn Front entrance porch conversation and alteration of garages to provide bedroom/shower and alterations to rear of property – To be decided.</p> <p>11.7 21/02343/FULLN Cricklade Coffee Shop. Highways, now no objection following a further amended site plan that restores 2-way access - Ongoing</p>																													
12.	<p>Borough Councillors Report</p> <p>Cllr Flood reported:</p> <ul style="list-style-type: none"> • Turn out at elections was 40.3% • 43 seats held by Conservatives or Lib Dems • Voter ID – only 3 people who could not vote due to lack of suitable ID • Wednesday 24th Mayor and Leader to be elected • Drive to roll out help to rural communities – more details to come 																													
13.	<p>County Councillors Report See appendix A</p>																													
14.	<p>14.1 Finance - To receive and approve the Financial Statement 1st April – 30th April 2023 The Clerk had circulated financial statements prior to the meeting.</p> <p>Resolved: That the financial statements between 1st April – 30th April was approved and signed by the Chairman.</p> <p>14.2 Approval of Payments for April 2023</p> <table border="1" data-bbox="316 1198 1013 1462"> <tr> <td>PV0</td> <td>Test Valley BC</td> <td>DD</td> <td>£864.42</td> </tr> <tr> <td>PV1</td> <td>Clerks Pay</td> <td>2288</td> <td>£468.00</td> </tr> <tr> <td>PV2</td> <td>Clerks Tax</td> <td>2287</td> <td>£117.00</td> </tr> <tr> <td>PV3</td> <td>Business Stream</td> <td>2289</td> <td>£15.82</td> </tr> <tr> <td>PV4</td> <td>SSE</td> <td>DD</td> <td>£21.67</td> </tr> <tr> <td>PV5</td> <td>Wicksteed</td> <td>2290</td> <td>£132.86</td> </tr> <tr> <td colspan="3">Total</td> <td>£1619.77</td> </tr> </table> <p>Resolved: Payments for April 2023 were approved.</p> <p>14.3 Internal Audit- The Clerk reported that the Internal Auditor Paul Reynolds had no comments to make, and he has signed off the accounts.</p> <p>14.4 Declaration of Conflict of Interests with BDO (External Auditor) – Councillors confirmed that there was no conflict of interest, and the Chairman signed the form.</p> <p>14.5 Adoption of the Annual Governance and Accountability Return 2022/23 – Section 1: The Clerk reported that copies of the Annual Governance and Accountability Return has been sent to all members by e-mail. Cllrs approved the return.</p> <p>Resolved: That Upper Clatford Parish Council agree that to the best of their knowledge and belief all Section 1 governance statements for the year ending 31st March 2023 are true.</p>	PV0	Test Valley BC	DD	£864.42	PV1	Clerks Pay	2288	£468.00	PV2	Clerks Tax	2287	£117.00	PV3	Business Stream	2289	£15.82	PV4	SSE	DD	£21.67	PV5	Wicksteed	2290	£132.86	Total			£1619.77	
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	<p>Section 2: The Clerk reported that copies of the Annual Governance and Accountability Return had been sent to all members by e-mail. Cllrs approved the statement.</p> <p>Resolved: That the Parish Council agree that to the best of their knowledge and belief all Section 2 accounting statements for the year ending 31st March 2023 are true.</p> <p>14.6 Notice of Public Rights - The Clerk advised the council that the accounts can be viewed by electors by appointment between 5th June and 14th July 2023.</p> <p>14.7 Update bank mandate - The bank mandate was updated to remove all Cllrs not re-elected.</p>	
15.	<p>Governance : To confirm re-adoption of Standing Orders, Financial Regulations and Risk Management Policy. Resolved: Councillors reapproved Standing Orders, Financial Regulations and Risk Management policy.</p>	
16.	<p>Parish Councillor Vacancies – These are currently advertised on the notice boards.</p>	
17.	<p>Approval of training for all Cllrs who have yet not attended a training course. The Clerk suggested Cllrs may like to undergo training. All Cllrs were keen to attend. Resolved: All Cllrs to be given the opportunity to undergo HALC training.</p>	
18.	<p>Playing Fields - To report the Monthly Monitoring of the Play Park Equipment</p> <p>18.1 Coronation Field (Anna Valley Playing Field) Cllr Williams has now been re-elected she will inspect the play areas.</p> <p>18.2 Balksbury Bridge Playing Fields Cllr Williams has now been re-elected she will inspect the play areas. The field still is a muddy mess.</p> <p>18.3 ROSPA – ROSPA are due to carry out the inspection this month. The Clerk will ask TVBC for the cost of a quarterly inspection for a price comparison.</p>	<p>CW</p> <p>CW</p>
19	<p>Trees and Open Space The following was reported.</p> <p>19.1 Playing Field – Cllr Bennett will cut a hole through hedge ready for the contractor to install the gates.(proposed dates 17/18th June 2023) Cllr Bennett will install the permissive footpath sign posts provided by HCC.</p> <p>19.2 Two lime trees in Brook Way Cllr Bennett reported some tree husbandry may be required. The trees were inspected in 2020 and should now be reinspected to seek a professional view.</p> <p>19.3 Cllr Bennett will seek permission from TVBC for an outstanding sycamore tree to be removed on Red Rice Road</p> <p>19.4 Tree Survey – Cllr Bennett has asked that Tree Survey is added to the agenda next month. A parishioner has highlighted this.</p>	<p>RB</p> <p>RB</p> <p>RB</p>

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	<p>19.5 Anna Valley Tree Area – Cllr Bennett reported that the trees species suggested for the area may be too high when fully grown and should be reconsidered. He also stated that the deep-rooted ivy would not be a job the Conservation Group were able to carry out. It was suggested that Cllrs should examine the site on a tour of the Parish and decide the way forward.</p>	RB
20	<p>Footpaths Highways, Pilhil Brook & Bins</p> <p>20.1 School bus - Cllr Heslop reported that the congestion has now improved as the work at Church View is now completed. HCC are responsible for the bus service, traffic parking restrictions. Cllr Heslop will contact Mrs Eyre to see how this can be taken forward</p> <p>20.2 Speed Sign- Cllrs did not approve the purchase of a second speed sign as the current rotation is working well</p> <p>20.3 Bury Ring -Cllr Bennett reported that Historic England have issued Scheduled Monument Consent for repairing sections of the footpath around Bury Ring and he is meeting HCC Countryside representatives on site to discuss project management and materials. A Grant application will be submitted to HCC (max limit is £5000). The project will require volunteers and HCC will advertise for volunteers across Hampshire.</p>	CE
21	<p>External Committees and Events</p> <p>21.1 Pan Parish Forum – Cllr Heslop reported ground water is extraordinarily high for the time of year and tankering is still continuing at Mullens Pond.</p> <p>21.2 Pilhill Brook - Cllr Eyre has a meeting on the 6th of June at 4pm to discuss monitoring Pilhil Brook water quality.</p>	
22	<p>Pavilion</p> <p>22.1 Gas boiler annual service – Cllrs approved the boiler service</p> <p>22.2 Full bin at Pavilion – Cllrs have approved the emptying of the bin at the Sports Pavilion and have agreed to add to the annual contract.</p> <p>22.3 Old sports equipment – It was approved that £100 can be paid towards a skip if required at the Pavilion. All old equipment can be donated to other clubs/charities.</p> <p>22.4 Payment of Utility invoices – It was approved that UCYFC will start to pay utility invoices from June 2023 onwards.</p>	
23	<p>Correspondence and E mails (circulated)</p> <ul style="list-style-type: none"> • 14/04 – Bin at Anna Valley Play Park damaged and repositioned • 17/04 – Parishioner asking about closure of Village Street • 17/04 Request to advertise Burdock players performances on website. • 19/04 Road closure resident asking why? Unknown by clerk • 20/04 Scheduled Monument Consent application notice historic England S00244117 • 20/4 Resident Brook way question about lime trees referred to RB • 21/4 Consultations for dog control and alcohol control e mails circulated. TVAPTC have also asked that comments can be collated e mail circulated any comments • Resident theft of car mirrors asked to report to police • 27/04 Grass cut for May Fayre Confirmed • 17/04 Road closure confirmed for coronation • 07/05 Information commissioner data protection fee due by d/d • 08/05 Thank you from May Fayre Committee 	

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	<ul style="list-style-type: none"> • 02/05 Parishioner asking about vegetation growth – Advised to submit a report to HCC via website • 09/05 FOI re vegetation growth in Parish about responsibilities, currently collating info response due 7th May (20 working days) • 18/05 Further correspondence sent re vegetation – to discuss resident has been offered a walk about in the parish with tree warden • E mail - Mrs Kennedy offered by e mail to continue to be a trustee on behalf of the Parish Council. The Clerk will invite the Chair/Vice Chair to the next Parish Council meeting on the 14th of June. 	
24.	Projects Water monitoring Kit – Currently £589.00 has been raised with the remainder promised from May Fayre Committee. Cllr Eyre will consult with Hollie Folkard-Tapp and Maggie Shelton with regards to the purchase of the kit. Just awaiting the donation of £161.	CE
25	Chalk Pit rental update - The Clerk circulated the latest e mail to Cllrs stating the solicitors are still chasing for the tenancy agreement to be signed by the tenant.	Cllrs
19	Any items for next month's meeting. Cllr Bennett reported that he is awaiting an update from TVBC on a date for the opening of Bury Hill Meadows , which appears to be dependent on the installation of the high vehicle barrier at the car park	
20	The next Parish Council meeting is to be held on Wednesday 14th June 2023 at 7.30pm.	

Appendix A

Primary school place offers confirmed by Hampshire County Council

Parents in Hampshire who applied on time for a school place for children starting school in September 2023 – either in Reception Year or in Year 3 in a junior school – have been sent the outcome.

The County Council has processed more than 21,000 applications (21,193) for children to start school in Reception Year (Year R) and to move from infant to their first year of junior education (Year 3).

Over 98 per cent (98.77 per cent) of parents have been offered a reception year place for their child in one of their three preferred choice schools, with more than 93 per cent (93.02 per cent) allocated a place at their first choice of school.

Of pupils transferring from infant school to junior school (Year 3), more than 99 per cent (99.29 per cent) received a place at one of their three choices, and over 97 per cent (97.88 per cent) obtained a place at their first choice of school.

Pupils who did not secure a place at one of their preferred schools have been allocated a place at their catchment school or the next nearest school with a place available. In these cases, the County Council has advised parents, in their notification about the right to appeal and the arrangements for their preferred school's waiting list. Places can become available via the waiting list for various reasons including parents changing their mind, or families moving home.

<https://www.hants.gov.uk/News/20230417primaryofferday>

Highways Information - Road repairs, elections and a general pothole update.

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With the elections coming I am seeing lots of social media posts about road repairs, quite a few saying "Good to see repairs being undertaken in X or Y" and also quite a few saying "They're only fixing the roads because an election is coming."

As you know as your County Councillor, I have to accept responsibility for all the potholes. 😊 And whilst it's nice to see credit being given for more repairs being undertaken it is unfair to say this is linked to the elections.

You may have noticed the weather has improved. Less rain and higher road temperature. This means Hampshire Highways can do more in terms of patching and fixing.

From December to February the number of reports of potholes exceeded the number of repairs each week. Since then the trend has reversed and in the last three weeks considerably thanks to extra resources - both money (from HCC's budget and the £6 million given to us for pothole repairs in the budget) and staff (as we have been able to stand down those on gritter duty for example).

There remains much to do of course, and I suspect the comments to this note will fill with "but you've not fixed the dreadful pothole at X or Y". As you might imagine there needs to be a hierarchy for deciding priority.

We are prioritising repairs where there is a genuine safety concern above everything else (the arbiters of whether a safety concern is 'genuine' are our highway engineers who assess them).

We then look to repair those with the greatest impact on traffic and road safety, so on 'A' roads and main routes, then minor routes and finally residential streets and side roads. It is of course generally much easier to avoid a road problem on a quiet side street or lane than on a busier route.

Finally, do please continue to report any road issues you come across. If they are already reported, not fixed yet, but getting worse then do update your report to say so or report them again.

You can find all the reporting tiles to do so here:-
<https://www.hants.gov.uk/transport/roadmaintenance>

Thanks so much for bearing with us. It's been the worst possible winter for road damage and there remains a huge amount still to do.

That's all I'm afraid for this month – the elections curtail anything that might be seen to influence the voting. Hopefully more subjects and information next month.

Cllr David Drew