ABBOTTS ANN PARISH COUNCIL Minutes from the Meeting held on Thursday 4th February 2021 at 19:00 via the Zoom platform.

Present: Parish Cllrs: A Jordan (Chairman), G Howard (Vice Chairman), A Jones,

C Wallis, P Roberts, D Perkin.

Borough Cllrs D Coole, M Flood and County Cllr A Gibson.

Members of the Public: 8

Minutes: Mrs C L Cotterell - Parish Clerk

Meeting started at 19.02

AGENDA MINUTES ACTION ITEM

1 Chairman's Opening Remarks

Chairman welcomed all to the meeting and advised all present that the meeting was being recorded and may be recorded by members of the press and public. Members of the public were invited to let the Chairman if they wished to speak about any items on the agenda.

2 members of the public advised they wished to speak about Items 9 and 11.

The Chairman confirmed that this meeting was the last for the Clerk, Mrs Cotterell, and asked to place on record the Council's and the community's appreciation for all her hard work during her tenure.

2 Apologies for Absence – Apologies were received from Parish Cllr Coffey.

NOTED

3 Declarations of Interest - None.

NOTED

4 Clirs to agree the minutes to be an accurate record of the meeting held on 14th January 2021 - Proposed Clir Jordan, seconded Clir Howard, all agreed.

5 Actions/Updates

Cllrs to note actions and updates already published and any further updates provided.

NOTED

Cllr Howard reported that the contractor for replacing the Church Path fence has confirmed a rise in steel prices which will add approx. £800 to his quote. Cllr Howard suggested that this should be added to the March agenda and by this time TVBC should have responded regarding the Community Asset Fund grant application. Clerk to update Locum Clerk.

Next agenda/ Clerk

Cllr Jones

Cllr Jones met with Larkstel Ltd regarding the copse clearance and submitted a quotation for approximately £1260 - Cllr Jones will obtain further quotations.

Cllr Jones also reported that two benches on The Green are falling apart and will give more thought to replacement or repair.

Cllr Wallis reported he had circulated the AASFG monthly update and had nothing further to

Cllr Jordan reported under the policy portfolio that time has been spent looking for a Locum Clerk – agenda item later.

6 Borough and County Councillor Reports

Cllrs to note Borough and County Councillor reports.

Cllr Gibson reported:

- Cllr Gibson will send the January Highways report to the Clerk to circulate.
- HCC part of the Council tax will rise by 2.99%, within that the Police are raising their part of the Council Tax and increasing the number of rural officers.
- HCC Accounts have been signed off after a delay.
- The Immigration camp is to be discussed at full Council.

Cllr Flood reported:

- Cllr Flood's written report has been circulated.
- Cabinet and Full Council this month, TVBC plan to take £1.4m from reserves, increase to Council Tax of £2.50 to be approved at Full Council and maintaining front line services.
- TVBC Business grants are available and help available for people struggling with Council Tax.
- West Hill residents have complained about water flow down the hill, Cllr Flood has contacted Southern Water manager who will look into it.
- Bus shelters the rubbish and books left in Bulbery shelter have been cleared by TVBC Environmental Services and no dumping signs were put up. There are further reports that more books and stuff being left and an attempt to remove signs. Cllr Flood will review and ask Environmental Services to clear again and also suggested a letter box drop in the area to remind residents not to leave books etc as this blocked

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the seating in the shelter for users.

Cllr Jordan commented he had seen Southern Water tankers pumping out at Manor Farm.

7 Planning - Cllrs to propose responses to be submitted to TVBC relating to the following applications:

- a) 21/00052/TREEN T1 Sycamore Fell Greenways Church Road Abbotts Ann No Objection Proposed Cllr Jordan, seconded Cllr Perkin, all agreed.
- b) 21/00083/FULLN New dwelling (partially constructed) with associated garden, landscaping and parking (part retrospective) Dingwall Little Ann Road Little Ann A resident spoke and urged the PC to support TVBC in declining to determine this application. Cllrs resolved to respond that AAPC support TVBC and seek that TVBC decline to determine this application as it is a replication of a previously rejected planning application. However, in the event that TVBC do choose to determine it then AAPC's position from their last submission, on 23rd June 2020, is that AAPC continues with the objection and the reasons set out in that submission. **Objection** Proposed Cllr Roberts, seconded Cllr Jordan, all agreed.
- c) 21/00100/FULLN & 21/00101/LBWN Single-storey side extension replacing conservatory, replacement single-storey outbuilding, new front gate & hard landscaping Chalk House Dunkirt Lane Abbotts Ann No Objection Proposed Cllr Jordan, seconded Cllr Howard, all agreed.

8 Finance

- a) Clirs to approve the Financial Statement for 1st to 31st January 2021 Proposed Clir Jordan, seconded Clir Jones, all agreed.
- b) Clirs to consider a funding request from FC Salisbury United requested amount £530.52 – Clirs discussed the funding request and the grant was approved – Proposed Clir Jordan, seconded Clir Wallis, 3 voted for, 3 voted against, the Chairman's casting vote was used for the proposal – <u>Proposal carried</u>.
- c) Cllrs to approve the following payment schedule Proposed Cllr Jordan, seconded Cllr Howard, all agreed.

PayeeAmountPayeeAmountClerk office/expenses (Dec)£73.61Salaries/Pensions/HMRC PAYE£733.78Larkstel Ltd (Grds Main-Sept)£422.00Larkstel Ltd (Bulbery clearance)£1140.00FC Salisbury Funding request£530.52

Bank Balance as at 31st January 2021 - £54,962.24

9 Car Park Drainage at WMH

Cllrs to discuss and agree action required for drainage problem in the car park. The Nursery Manager explained the problems with the blocked drain at the far end of the car park, impacting the childrens' outside space, they wonder if the drain is blocked and if the soakaway effective.

Cllrs discussed and agreed to arrange an inspection from a drainage expert to conduct a survey and give options for improvement. Proposed Cllr Jordan, seconded Cllr Howard, all agreed.

The Chairman expressed his appreciation that the Nursery School have kept running during lockdown.

10 Abbotts Ann Sports Field Group (AASFG)

- a) Cllrs to consider a recommendation from AASFG to purchase and install outdoor table tennis tables and approval of cost if the recommendation is approved – After discussion Cllrs agreed not to proceed with the purchase of table tennis tables at this moment in time – Proposed Cllr Jordan, seconded Cllr Perkin, all agreed.
- b) Clirs to review and approve AASFG options for gas bottle safe storage or disposal Clirs discussed and agreed the gas bottles are not owned by PC and appear to be used just once or twice a year. Clirs resolved to ask AASFG to dispose of all gas bottles and suggest that gas bottles are hired when required Proposed Clir Jordan, seconded Clir Howard, voted 5 for, 1 abstention <u>Proposal carried.</u>

Clerk/ AASFG

11 The Green

Cllrs to approve the removal of the kissing gate at The Green.

Cllr Jones and John Moon explained the reasons behind the proposal to remove the gate. After discussion Cllrs approved the removal of the gate - Proposed Cllr Jordan, seconded Cllr Jones, voted 4 for, 2 against - <u>Proposal carried</u>.

Clir Jones

12 Bus Shelters

Cllrs to agree the style/size of shelters to replace the existing two shelters at Bulbery and St John's Cross.

The community have been canvassed via the parish magazine for their views but AAPC have

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not received any responses. Cllrs approved the option of the 2 bay FEP Chepping Wycombe shelters, with seating, to be installed in both locations – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.

- **Staff Recruitment** (Some of these items may require members of the public and press to be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 for discussion of employment matters)
 - a) Resignation of Clerk Cllrs noted the resignation of Mrs Clare Cotterell as Clerk/RFO to AAPC. The Chairman reiterated his comments from earlier in the meeting and thanked the Clerk, including his personal thanks, and wished her well for the future.
 - Recruitment of part-time permanent Clerk/RFO Cllrs to agree members of a recruitment working party – Cllrs Jordan, Roberts, Howard and Jones have volunteered to be members and work with the Locum Clerk to recruit a permanent part-time Clerk/RFO for AAPC.
 - c) Cllrs to agree interim administrative arrangements required Cllrs Jordan, Roberts, Howard and Jones have looked at some Clerk tasks which may be undertaken by Cllrs in the interim whilst the Locum is working remotely. Cllr Howard to circulate list with the Locum Clerk and Cllrs. Cllrs agreed to purchase LPCD membership for HR advice from HALC at £208.00 + VAT – Proposed Cllr Howard, seconded Cllr Roberts, all agreed. Cllr Howard will circulate LCPD details to Cllrs.
 - d) Appointment of Locum Clerk/RFO Cllrs have reviewed available Locums and appointed Karen Ross to start on Monday 8th February to enable a handover with Clare. Karen is currently Clerk/RFO for two parishes and undertakes additional Locum work.
 - Cllrs are to update the Outstanding Actions list and to provide an update on each of their portfolios to Cllr Jordan, before Monday 8^{th} , to assist the Locum Clerk.

Cllr Howard/ Clerk

Clerk

Clirs

14 Next Meeting

Date of next meeting - Thursday 4th March 2021 - 7pm

Meeting closed at 20.53