

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting
held on Wednesday 21st August 2019 at 19:00
at Pavilion, Bulbery, Abbots Ann



Present: Parish Cllrs: A Jordan (Chairman), G Howard (Vice Chairman),
A Jones, P Roberts, C Coffey, C Wallis.
Borough Cllr Mrs M Flood, County Cllr A Gibson.

Members of the Public: 1

Minutes: Mrs C L Cotterell (Parish Clerk)

Meeting started at 19.00

AGENDA ITEM		ACTION
1	Apologies for Absence Apologies were received from Parish Cllr Perkin.	NOTED
2	Declarations of Interest – Cllr Howard declared an interest in Item 12C (PCC Member)	NOTED
3	Cllrs to agree the minutes to be an accurate record of the meeting held on 4th July 2019 – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.	
4	<p>Actions/Updates to be reported Clerks actions from the meeting on 4th July 2019 Item 7h – On the advice of TVBC Tree Officer the comment from the PC was not forwarded to the applicant. The Tree Officer’s advice was circulated to Cllrs. Item 8 – Contacted the owners of Manor Farm for dates for a site visit – dates were provided and circulated to Cllrs. Item 9b – Review of Burial Ground Regulations and plans of plots – ongoing. Item 9c – Suspension of applications for reserved burial plots – noted. Item 9f – Churchyard Fence – 3 updated quotations have been received and circulated. Item 9g – requested maintenance contract arrangements with regards to flower tributes from other parishes – majority of responses received confirmed that flower tributes are not removed from graves by contractors. Item 12 – Nursery school have been informed of the PC decision to allow the memorial bench with conditions.</p> <p><u>Updates:</u></p> <ul style="list-style-type: none"> • A copy of an email sent by a resident to the Borough Cllrs, regarding the defects in the road surface of Cattle Lane, has been received and circulated to Cllrs. Clerk has responded to the resident suggesting contacting the County Councillor also. • Chairman has agreed online website accessibility training for the Clerk at a cost of £30.00 + VAT <p><u>Updates from Councillors:</u> Item 10 – Vision Statement & Strategy – Cllr Jordan – (Agenda Item 9) Item 12 – Communications – Cllr Coffey- (Agenda Item 10) Item 13 – Standing Orders – Cllrs Roberts/Howard – will be circulated by email for comments before next meeting. Item 14 – Portfolios – Cllr Jordan – (Agenda Item 9) Item 15 – Churchyard & Burial Ground – Cllrs Howard/Jones – Ongoing. More information required on Exclusive Rights of Burial (ERB), Cllr Howard asked if Clerk had any more information or could offer advice on where to look. Agreed current BG Regulations to be posted on churchyard noticeboard. Item 17 – Wildflower Meadow – (Cllr Jordan – Agenda Item 9)</p>	<p style="text-align: center;">Cllrs Howard/ Roberts</p> <p style="text-align: center;">Clerk</p>
5	Public Participation – <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman. – None.</i>	
6	<p>Borough and County Councillor Reports – Cllr Flood reported:</p> <ul style="list-style-type: none"> • The master plan survey for the town centre is online, Cllr Flood will send a link. • 1st Pop up shop has opened in Chantry Centre. • 1st TVBC/TVATPC annual conference is on 21st September probably to be held at Kings Somborne. <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> • Highways – An Abbots Ann resident complained about damage to tyres on the road to Farleigh School – Cllr Gibson took this up with highways but the claim was rejected. • Grass verges – Highways have confirmed they will only cut verges for safety reasons. • Highways have a programme of resurfacing going on. • Harold Hillier Arboretum is looking for volunteers. • Hampshire schools are doing well and HCC received a good Ofsted report. • HCC have declared a Climate Emergency and have a meeting in September. • Cllr Gibson is taking part in a charity cycle ride to Barcelona for Countess of 	

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	Brecknock Hospice. Cllr Flood confirmed that Climate Emergency will be on the TVBC agenda.	
7	<p>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications:</p> <ul style="list-style-type: none"> a) 19/01588/FULLN – Erection of a single storey rear extension to provide additional living space – 14 Bulbery Abbots Ann – <u>Withdrawn as application already decided.</u> b) 19/01911/TREEN - T1 - Fir – Fell - Abbots Hill Lodge Abbots Hill Little Ann – No Objection – Proposed Cllr Jordan, seconded Cllr Howard, all agreed. c) 19/00820/FULLN – Erection of modular classroom building & extension to building 1 (amended ownership certificate) – Humpty Dumpty Nursery, Monxton Road, Andover – No Objection – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed. d) 19/01907/FULLN – Erection of part open/part enclosed timber barn for the storage of vehicles, equipment & implements used to maintain the land – Land to the rear of Little Laughton House, Old Salisbury Road, Abbots Ann – Objection – on the grounds of 1) inadequate vehicular access with no right of way over the existing access 2) the proposed location will obstruct the views of the neighbour over open countryside – Proposed Cllr Jordan, seconded Cllr Roberts – voted 4 for, 1 against and 1 abstained – <u>Proposal carried.</u> e) 19/01959/PDQN - Notification for approval under class Q - Change of use of agricultural building to single dwelling - Cattle Lane Farm 25 Cattle Lane Abbots Ann – No Objection – Proposed Cllr Jordan, seconded Cllr Wallis - voted 4 for (including casting vote) 3 against – <u>Proposal carried.</u> f) 19/01979/RDCAN – Demolition of existing bungalow – White Smocks Little Ann Road Little Ann – No Objection – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed. g) 19/01977/FULLN – Demolition of existing bungalow & erection of replacement dwelling - White Smocks Little Ann Road Little Ann – No Objection - Proposed Cllr Jordan, seconded Cllr Roberts - voted 4 for, 2 against – <u>Proposal carried.</u> 	
8	<p>Play Area Inspections</p> <ul style="list-style-type: none"> a) RoSPA Playsafety Annual Inspection Reports - Cllrs to receive the annual play area inspection reports and agree any actions required – Cllrs agreed to defer making a decision on the reports until Cllr portfolios are in place - Actions to be agreed at next meeting. b) Vitaplay Quarterly Inspection Reports – Cllr to receive the quarterly inspection reports and agree any actions required – Cllrs agreed to ask Vitaplay for specific clarification on the reports including professional recommendation for the monitoring and replacement of parts/equipment – Proposed Cllr Jordan, seconded Cllr Wallis, all agreed. 	<p>Ag item</p> <p>Clerk</p>
9	<p>Cllr Portfolios</p> <p>Cllrs to discuss and agree Portfolio structure and meeting schedule.</p> <p>Portfolio structure to be based on the 6 provided from the workshop discussions as listed below – Proposed Cllr Jordan, seconded Cllr Roberts – voted 5 for and 1 abstained – <u>Proposal carried.</u></p> <p>Policy, Sports & Recreation, Development & Infrastructure, Environment, Amenities and Wellbeing.</p> <p>Cllrs to consider by the next meeting which portfolios they would like to lead or be involved with.</p> <p>Cllrs agreed to resolve members for each portfolio at next meeting.</p>	<p>Cllrs</p> <p>Ag item</p>
10	<p>Communications Strategy</p> <p>Cllrs to review and approve the draft communications strategy – Cllr agreed to accept the draft strategy with minor amendments – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed – Cllrs congratulated Cllr Coffey for producing the strategy.</p> <p>Cllr Roberts proposed extending the meeting for 30 minutes, seconded Cllr Jordan.</p>	
11	<p>Abbots Ann CLT</p> <ul style="list-style-type: none"> a) Cllrs to discuss reaffirming support for the CLT – After a discussion Cllrs resolved to reaffirm the Parish Council support for the CLT, subject to the caveat that the project continues to demonstrate it has local support – Proposed Cllr Roberts, seconded Cllr Coffey, all agreed. 	

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	<p>b) Cllrs to consider removal of the adopted AAPC Pre Planning Terms of Reference – Cllrs resolved to remove the adopted Pre Planning Terms of Reference – Proposed Cllr Howard, seconded Cllr Roberts, all agreed.</p> <p>c) Cllrs to consider adopting a Protocol for Pre-Application Meetings with major developers (draft circulated) – Cllrs resolved to adopt the draft Protocol with no amendments – Proposed Cllr Jordan, seconded Cllr Coffey, all agreed.</p>																					
12	<p>Finance</p> <p>a) Cllrs to approve the Financial Statement for 1st to 31st July 2019 – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</p> <p><u>Item 12c brought forward</u></p> <p>c) Cllrs to consider a funding request from PCC for clock servicing – Cllrs approved the funding request of £215.00 (excluding VAT) – Proposed Cllr Jordan, seconded Cllr Coffey, 5 agreed, Cllr Howard abstained.</p> <p>b) Cllrs to approve the following payments to be made – Proposed Cllr Jordan, seconded Cllr Roberts, all agreed.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>Clerk office/expenses (July)</td> <td style="text-align: right;">£48.09</td> <td>Clerk salary – Aug</td> <td style="text-align: right;">£837.38</td> </tr> <tr> <td>Countrywide Grds (July)</td> <td style="text-align: right;">£957.35</td> <td>HALC Cllr Training x 4</td> <td style="text-align: right;">£456.00</td> </tr> <tr> <td>Vitaplay Ltd (Qtrly play insp)</td> <td style="text-align: right;">£235.20</td> <td>DM Payroll Services (1st half)</td> <td style="text-align: right;">£40.50</td> </tr> <tr> <td>PCC Grant (clock service)</td> <td style="text-align: right;">£215.00</td> <td>Pension Contributions</td> <td style="text-align: right;">£72.80</td> </tr> </tbody> </table>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerk office/expenses (July)	£48.09	Clerk salary – Aug	£837.38	Countrywide Grds (July)	£957.35	HALC Cllr Training x 4	£456.00	Vitaplay Ltd (Qtrly play insp)	£235.20	DM Payroll Services (1 st half)	£40.50	PCC Grant (clock service)	£215.00	Pension Contributions	£72.80	
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13	Next Meeting - Thursday 5 th September 2019 - 7pm – War Memorial Hall, Abbots Ann																					

Meeting closed at 21.20

**These minutes were approved and signed by the Chairman of the meeting
held on Thursday 5th September 2019**