

THE PARISH COUNCIL OF ABBOTTS ANN

MINUTES

OF THE MEETING OF THE PARISH COUNCIL
HELD ON THURSDAY 11th SEPTEMBER 2014
IN THE PAVILLION

Present:

Members of the Abbots Ann Parish Council:

Cllr B. Griffiths	Chairman	BG
Cllr G. Whyte	Vice-Chairman	GW
Cllr R. Bone		RB
Cllr D. Paffett		DP
Cllr B. Sims		BS
Cllr P. Wilkins		PW
Mrs R. Griffiths	Treasurer & Parish Correspondent	
Mr A. Stokes	Parish Clerk	
Lt Col A. Peters	Parish Clerk (des) and Secretary	

In Attendance:

Representatives of External Organisations:

Cllr A. Gibson	Hampshire County Council
Cllr M. Flood	Test Valley Borough Council

Representatives of Parish Organisations:

Mr A. Hayter (Snr)	Abbots Ann Players
Mr A. Hayter (Jnr)	Abbots Ann Players
Mr G. Hutchence	Abbots Ann Players
Mr T. Tayler	Village Archivist
Mr P. Wood	Footpaths
Mr R. Lucas	Abbots Ann Action/ Abbots Ann Vision

Members of the Public and Visiting Speakers

The Meeting opened at 1850hrs.

Due to the late start of the meeting and in order to accommodate the conflicting commitments of some Councillors, Members of the Public and the Visiting Speaker, the Chairman authorised that the Agenda ITEMS be taken out of sequence.

14/92 ITEM 2 Visiting Speaker

Mrs Jane Hall, Head Teacher of Abbots Ann Church of England Primary School.

Mrs Hall addressed the meeting and provided a summary of recent changes to the staffing of the School and her objectives for the School. The next 2 years would be a busy and exciting time for all, and the teaching will incorporate the good personal development in line with the latest educational policy and academic curriculum:

- a. Staffing. New members of staff in this academic year (from Sep 2014) are a teacher for Year 1/2 and a teacher with principal responsibilities for Special Educational Needs.
- b. Key Initiatives. The key initiatives of the School are:
 - i. **Christian Values**. This is evident in the general culture of the School (hence its designation as a Church of England Primary School) but Mrs Hall considered that the promotion of Christian values was insufficiently overt. Embedding the Christian message should be done with a greater involvement of the School governors, School staff and parents of pupils of the School; the initiative should focus on developing Christian values (love, courage, honesty and respect) into the pupils' daily life.
 - ii. **Literacy & Knowledge**. Mrs Hall is keen for the staff and pupils to make a wider use of the School library; developing the library content alongside a reciprocal reading programme will be a major initiative.
 - iii. **Curriculum**. Changes to the National Curriculum and to the Special Educational Needs policy have required a rewrite of the School's curriculum such that it forms greater linkage across the education programme. This year a lot of work will concentrate on developing and embedding the new curriculum with particular emphasis placed on: computing skills for pupils and Teachers; mathematics; and spelling.
 - iv. **Publicity & Involvement**. Visitors to the school are most welcome.
 - v. **Learning-In-Action**. There have been a number of external trips to local historic sites that have an educational value (e.g. Stonehenge).
 - vi. **Charities**. The School has a good involvement in supporting local and national charities: National Diabetes Day in November (linked to one pupil of the School); The Shoe Box Appeal; and The Andover Food Bank.
 - vii. **Bike-Ability and Road Safety**. This is a key initiative aimed at encouraging the greater use of cycling as a way to travel to and from School.
- c. Statistics (*This was prompted by a question from GW*). The current number of pupils at the School is 107, many coming from outside of the catchment area, mainly from Burghclere Down. 60% of pupils are driven to and from school (many travel short distances).
- d. Issues.
 - i. **School Travel Plan**. As a follow-on from above: There is a strong wish to further develop the national initiative of "Park & Stride". There is no designated safe parking area for those travelling to/from the village where children can be deposited/collected as part of this initiative. Furthermore, the access roads to and from the School are dangerous during peak times of travel, and this makes cycling on anything other than the pavement a major risk. The Chairman acknowledged this concern and agreed to place this matter as a priority on the Council's programme of work.

ACTION: Clerk
 - ii. **Parking**. The parking area outside the school that is used by parents and commercial delivery vehicles is dangerous for pedestrians, and indeed some occupants of parked vehicles, during peak times due to fast traffic proceeding to and from St John's Cross. The traffic control and parking arrangements for pick-up /drop-off during peak times of the day need to be improved on the grounds of safety.

The Chairman acknowledged this concern and agreed to place this matter as a priority on the Council's programme of work.

ACTION: *Clerk*

- e. The Chairman thanked Mrs Hall for attending the meeting and giving such a clear insight into the new School activities. He added that all members of staff and, indeed any pupils, would be most welcome at future meetings of the Council. It is important for the whole community, no matter at what age, to have a full appreciation of the actions of the Council and how issues in the community are registered and resolved. In reciprocation, Mrs Hall thanked the Members and Officers of the Council for their time and extended an open invitation to visit the School.

14/93 ITEM 1 Apologies

- a. Apologies were recorded from Cllr Oram and from Cllr Stallard, TVBC.
 b. Cllr Flood, TVBC had notified the Secretary that she would be late for the meeting due to her conflicting commitments on TVBC Northern Area Planning Committee, as Deputy Chairman of the Committee.

14/94 ITEM 7.1 Reports from External Organisations

- a. Hampshire County Council. Cllr Gibson HCC presented a summary of the activities of, and changes within Hampshire County Council, as they affect this Parish:
- i. **Highways**. The Highways department of the County Council has had a massive reorganisation, with revised structures, responsibilities and individuals. The new individuals responsible for our locality from 01 Oct 14 are: Mr Keith Thompson at Hook and Mr Paul Walsh responsible for Abbots Ann. The latest organisation chart for the department is being printed, and Cllr Gibson agreed to provide a copy for the next meeting of the Council.

ACTION: *Cllr Gibson, HCC*

The reorganisation of the Highways department provides an opportunity to revise and confirm all outstanding actions and their priorities. A new spreadsheet of all actions is being produced. Cllr Gibson felt that the Highways Contractor, Amey plc, was working to its own commercial priorities, which do not necessarily correspond with those of their client! Within this latest reorganisation of the Highways department there is a proposal to consider delegating some of the responsibility and corresponding funding to Parishes for local management.

- ii. **Traffic Calming**. There is a strong lobby within the County to reduce traffic speed in villages and the rural area in general. Currently there is a programme of experiments of a 20 mph maximum speed limit in 10 villages within the County. The inclusion of Abbots Ann within this programme would be relatively easy as there would be no B-class roads affected. Cllr Gibson agreed to investigate the possible inclusion of Abbots Ann and to report back to the next meeting of the Council.

ACTION: *Cllr Gibson, HCC*

- iii. **Rural and Community**. In the next fiscal year there will be a £40 million reduction in the national budget for Adult Care. In mitigation of this, there is an initiative to

establish Village Agents operating within the *Care In The Community* framework. The initiative is aimed at taking the pressure off the area's Primary Care organisations; this initiative may be modelled on the very successful procedures adopted by other EU countries which have been supported by EU funds. Cllr Gibson agreed to provide further details at the next meeting of the Council

ACTION: *Cllr Gibson, HCC*

- iv. **Community Projects.** Hampshire County Council has allocated a budget under the Rural portfolio to fund joint projects, particularly those that involve high technology. At this point in the meeting the subject of discretionary funding for Community Projects was raised. This was initiated by a request to the Council by the Abbotts Ann Players for a grant of £2,895:

- (a) The application was to fund the purchase of new lighting for the stage in the Abbotts Ann War Memorial Hall (AAWMH) for primary use by the Abbotts Ann Players. The request was presented by Mr Alex Hayter, supported by Mr Andrew Hayter and endorsed by Mr Gary Hutchence.
- (b) Cllr Flood advised the meeting that because the Abbotts Ann Players had no formal constitution, and that their funds were not subject to external auditing, it would be difficult for Test Valley Borough Council to make a grant directly to the Abbotts Ann Players.
- (c) Since other users of the AAWMH may wish to use the stage and its lighting, it was decided that it would be more appropriate for the application for funds to be made by the AAWMH Committee; as such, the actual level of external funding required could be reduced because the VAT could then be reclaimed.
- (d) Abbotts Ann Players were requested to redirect this application to the AAWMH Committee for its endorsement and subsequent referral to the Council for the October meeting.

ACTION: *AA Players & AAWMH Ctte*

- (e) Cllr Gibson confirmed that he had obtained a County grant for the Chilbolton Parish Council to fund the improvements to the stage in the Village Hall, on the basis that this was for the collective benefit of the Village, not just those involved in amateur dramatics.
- (f) As the upgraded lighting for the AAWMH was needed for the November production of the annual pantomime, it was agreed by the Council to fast-track the application. The level of funding required by the Abbotts Ann Players was £2321 plus VAT (i.e. £2895). To indicate commitment, the Council agreed to match-fund any external grants, leaving any residual to be funded by the Abbotts Ann Players. Cllr Gibson agreed to request £500 from County funds and Cllr Flood agreed to request £500 from Borough funds.

ACTION: *Cllr Gibson, HCC*

ACTION: *Cllr Flood, TVBC*

After Note: Cllr Flood has established a source of funding by Test Valley Borough Council; this is through the Borough's Community Grant Scheme under the direction of Mr A (Andy) Pilley, the Community Engagement Officer for the Anna ward. The Clerk will complete and submit the application form on behalf of the Council

ACTION: *Clerk*

(g) With match-funding the Council would then provide £1000 and the Abbotts Ann Players provide the residual £321. *Pro GW Sec BS*

(h) As AAWMH was to be the owners of the new lighting, rather than the Abbotts Ann Players, the Council should be invoiced for the purchase. However, the authority for the purchase would be held in abeyance until the level and release of external funding had been confirmed, Cllrs Gibson and Flood were requested to treat this application with priority due to the need to have the lighting in place by November.

- b. Test Valley Borough Council. Cllr Flood had nothing further to report from Test Valley Borough Council.

14/95 ITEM 3 Minutes of the Previous Meeting

- a. The Minutes of the meeting of The Council held on 31 Jul 14 were confirmed for signature. *Pro BS Sec PW*

14/96 ITEM 4 Matters Arising from the Previous Meeting

- a. **14/83 Appointment of Clerk.** The new Clerk, Lt Col A. Peters has been appointed.
- b. **14/84b. Recreation Ground.** The oak benches have been installed and are of excellent quality. The Council expressed its appreciation to Mr A. Rose for the quality of his workmanship. The Council resolved to authorise payment on receipt of the invoice from Mr Rose so that there would not be a delay until the next meeting *Pro PW Sec BS*
Cllr Bone is to advise the Nursery School to remove its large plastic banner as soon as the new signs, which had also arrived, are erected. *See also ITEM 5 Handover of Clerk. Para a. Ongoing Matters. Sub Para xvii Nursery School / Recreation Ground Plaques.*

ACTION: Cllr Bone

- c. **14/84c. TVBC Visit.** The Head of The Planning and Building Service of Test Valley Borough Council (Mr P. Jackson) is unable to attend the next meeting of the Council. However, the Planning Enforcement Manager (Ms P. Williams) is to attend, and will brief the Council on the new Planning Practice Guidance for Enforcement, which was published in March 2014. The Clerk is to:
- i. Notify TVBC of the dates of future meetings.
 - ii. Pass a list of Planning procedural issues to the Head of The Planning and Building Service, through Cllr Flood.

ACTION: Clerk

- d. **14/84d. Fences and Signs.** Brought Forward under *ITEM 5 Handover of Clerk.*
- e. **14/84f. Obstruction of Footpaths.** The revised card for delivery to residents whose hedges are obstructing the footpaths has yet to be presented to the Council for approval. This matter was carried forward to the next meeting of the Council.

ACTION: Cllr Oram

- f. **14/84g. Primary School Head.** Addressed under *ITEM 2. Visitors*
- g. **14/84h. Manor Close Field.** The solicitation of ideas for the use of Manor Close Field has not yet taken place. This matter was brought forward under *ITEM 5 Handover of Clerk.* and discussed under *ITEM 10. General Discussion.*

- h. **14/84i. Church Path.** This matter was brought forward and discussed under *ITEM 10. General Discussion*.
- i. **14/86a. Clerk's Report. Handover of Clerk.** The Handover of Clerk had been conducted thoroughly and all on-going matters had been discussed in detail. A copy of the on-going matters was distributed to Councillors and discussed at this meeting. Other matters associated with the Handover are covered under *ITEM 5. Handover of Clerk*.
- j. **14/86b. Clerk's Report. On-Going Matters.** Section 106 matters were brought forward and discussed under *ITEM 10. General Discussion*. Extension of the Burial Ground will be covered at the next meeting of the Council. Highways Issues were brought forward and discussed under *ITEM 7.1. Reports From External Organisations*; these will be raised in detail at a separate meeting with the Highways Department of Hampshire County Council, and are carried forward to the next meeting.
- k. **14/87a. HCC Report.** The revised Highways department of Hampshire County Council has yet to be finalised and publicised in a Contacts List. This matter was brought forward under *ITEM 7.1 Reports From External Organisations* and carried forward to the next meeting.
- l. **14/87 b. TVBC Report.** Revised Local Plan. Cllr Stallard stated "...*The importance to indicate that the support for the development of Little Bridge engendered by Andover College did not necessarily reflect local views...*" This is a very critical requirement and is brought forward for discussion by Abbots Ann Action / Abbots Ann Vision under *ITEM 7.2 Reports from Parish Organisations*.
- m. **14/88b. Purchase of Mower.** The new mower had been purchased by Cllr Sims and the invoice from Wilson Investment Holdings Ltd for £2580.00 was passed to the Treasurer for payment (Cheque Number 861 authorised by Minute 14/99 under *ITEM 8 Finance Matters*). Cllr Sims is to arrange for the disposal of the old mower with due regard for possible financial return based on its scrap value.
- ACTION: Cllr Sims**
- n. **14/89a. Fracking.** The Clerk has responded positively to Andover Town Council for attendance at a presentation on Fracking and requested that it should be unbiased in its delivery. The Parish of Abbots Ann falls within the region where Fracking could be considered viable, and licences for the investigation of potential drill sites have already been provided.
- o. **14/89b. Roadside Weeds.** Weeds and other overgrowth disfigured the approaches to the village. Cllr Stallard undertook to request appropriate action. No detail has been provided for the meeting. The subject is carried forward to the next meeting.
- ACTION: Cllr Stallard, TVBC**
- p. **14/89d. Community Speed Watch.** This matter is discussed further under *ITEM 5. Handover of Clerk*, and is also to be carried forward to the next meeting.
- q. **14/90a. Hedge at War Memorial Hall.** The overgrown hedge was finally cut back by Mr M. Butt. The Council expressed its appreciation for this response.
- r. **14/90b. Drainage Problems at War Memorial Hall.** The drainage problems have been compounded by run-off from Duck Street during extended periods of heavy rain. This problem is to be referred to HCC Highways for remedial action. The matter is discussed further under *ITEM 5. Handover of Clerk*
- s. **14/90c. Damage to Protected Trees.** Cllr Flood reported that the minor pruning of the yew trees at the entrance to the residential development on the site of the Old Village School had not contravened the Tree Protection Order (TPO) imposed by Test Valley Borough Council,

however the minor pruning was considered by the Authority (Mr D. Cox) to be “...below the standard normally required...”. Cllr Flood undertook to visit the new residents and provide clarity on the TPO.

ACTION: Cllr Flood, TVBC

14/97 ITEM 5 Handover of Clerk.

a. Ongoing Matters. Mr Stokes tabled a list of on-going matters and briefed the Council on the status of each matter. Key matters handed over to the new incumbent for management are summarised below:

i. **Highways Maintenance and Drains.** Representatives from the Highways departments of Hampshire County Council and of Test Valley Borough Council are to conduct a walk around the Village to assess the infrastructure problems.

ACTION: Clerk

ii. **St John’s Cross.** Another recent traffic incident at St John’s Cross reinforced concern over the safety of the junction. This is to be referred to Hampshire County Council as a priority for discussion at the forthcoming meeting.

ACTION: Clerk

iii. **Sports Field Extension.** The Council has an aspiration to extend the Bulbery Sports Field. This would enlarge the recreational and leisure areas of the Village and would mean that a permanent cricket pitch and a permanent football pitch could be established - rather than have a seasonal changeover of a shared area of ground.

ACTION: Chairman

iv. **Abbotts Ann Vision.** Full details on the current activities of Abbotts Ann Action/Abbotts Ann Vision are covered under *ITEM 7.2 Reports From Internal Organisations*

v. **Burial Ground Extension.** The current Burial Ground has only 9 plots unreserved or unoccupied. The Wild Garden, which is a strip located to the East of the current area, is already consecrated land, but is used for developing wild flora as part of the nature educational programme of the Abbotts Ann Primary School. An interim solution for investigation would be to consecrate the open area to the South of the current area adjacent to the Old Manor wall.

After Note: Investigation of the feasibility of this and report back to the Council was delegated to the Church Warden, Mr Howard under Minute 14/64. The Clerk is to contact the Church Warden and request a statement.

ACTION: Clerk

vi. **Churchyard Maintenance.** The maintenance plan for the Churchyard and Burial Ground needs to be reviewed as it is becoming overgrown and untidy.

ACTION: Clerk

vii. **20 mph Speed Limit.** The chance of reducing the speed limit through the Village to 20 mph should be investigated on the grounds of safety. The traffic using the Southern entrance into / exit from the village at St John’s Cross, and the level of on-street parking has increased significantly in recent years; this poses an increased risk to pedestrians and other road users, particularly in the areas of the Abbotts Ann Primary School, The Abbotts Ann Village Shop and

the AAWMH. A 20 mph speed limit has been imposed successfully in 10 villages within the County.

After Note: In connection with ITEM 7.1 Reports from External Organisations. Hampshire County Council .Traffic Calming. The Action was placed on Cllr Gibson HCC to investigate the inclusion of Abbotts Ann in the County's 20 mph speed limit experiment, and to report back to the Council at the next meeting.

- viii. **Cycling along Church Path.** Cycling along Church Path is prohibited, but this is continually ignored, thereby posing a danger to pedestrians. Measures to enforce this byelaw are needed.

After Note: The Clerk will investigate measures and report back to the Council.

ACTION: Clerk

- ix. **The Council's Use of the New Website.** The Parish website has been revised by the Webmaster, Keith Saunders, and is a considerable improvement on the original, both in content and usability. The Council and Parishioners are encouraged to make full use of the excellent resource as a repository of information on the Parish and its interfacing organisations, and on Government policies affecting the Parish and its residents.

After Note: This Issue is raised under ITEM 7.2 Reports from Parish Organisations. Abbotts Ann Community Website

- x. **Lengthsman Tasks.** The Parish, principally the Village of Abbotts Ann, is beginning to lose its charm and is becoming scruffy - mainly due to unkempt verges, overhanging tree branches and uncut hedging. This has become particularly exacerbated by the different weather experienced this year. Although some of the cutting and clearing tasks are the responsibility of the land owner, the majority are the responsibility of Hampshire County Council. This year the County Council resources have been somewhat overwhelmed such that only the highest priority tasks are completed and the remainder left to the initiative of Parishes. If this becomes the trend for the future, it might be feasible for Hampshire County Council to delegate responsibility and associated funding to the Parishes for employing a local Lengthsman who will take on the cutting and clearing tasks.

After Note: The Clerk will investigate this delegation from HCC and report back to the Council

ACTION: Clerk

- xi. **Welcome Packs for New Residents.** New residents to the Parish would benefit from a "Welcome Pack"; although the Parish website may provide much of the information needed, a welcome to the community could be enhanced with a pack of useful and relevant documents presented by a member of the Council.

After Note: Cllr Whyte forwarded to the Clerk a copy of the original draft for a Welcome Letter. The letter has been distributed to all Parish Councillors for discussion at the next meeting of the Council.

ACTION: All Cllrs

- xii. **Manor Close Field.**
After Note: This is covered in detail under ITEM 10 a. General Discussions Use and Management of the Manor Close Field.
- xiii. **Community Speed Watch.** Establishing a Community initiative to monitor and help reduce vehicle speed through the Village was not well supported by residents. Even though it has been a constant complaint to the Council, residents felt that the monitoring and control of vehicle speed was a police matter. With the possible introduction of a 20 mph speed limit within the Village, residents would fulfil an important role in reporting incidents of blatant disregard of the speed limit.
After Note: This is addressed under ITEM 7.1 Reports from External Organisations. Hampshire County Council. Traffic Calming.
- xiv. **Old Coach Road – Name and Ownership.** (Subsequent to Minute 14/51 where Test Valley Borough Council had used the Ordnance Survey designation of road name which has since been reported for amendment) Recent correspondence from the Diocese claimed ownership of the road/track, traditionally referred to within the Parish as the Old Coach Road; furthermore, the claim also called the road/track the Old Church Road. The matter is contentious and ownership of the road/track would have significant implications on right of access, maintenance and development. It is important that the status of this road/track is correctly established. This may take a great deal of research – a task best suited to the Parish Archivist - before the Parish responds to the Diocese.
After Note.
Issues related to the ownership and name of the Old Coach Road are covered under ITEM 7.2 Reports from Parish Organisations. Parish Archives, with an Action placed on the Parish Archivist.
Issues related to the reduced access along this road/track due to overgrowth are covered under ITEM 11. Any Other Business with Actions placed on Cllr Bone, Mr Wood and Cllr Sims.
- xv. **Burial Ground Fence and Gate.** The original quote of £800 for the repair of the Burial Ground fence and the repair and rehangng of the gate was made by Chalke Valley Engineering (CVE) last year. Since the date of the quote the damage to the fence has been compounded with the fall of a large bough from one of the horse-chestnut trees during the Spring storm. CVE has been requested to revise its quote and provide a statement of availability. Should these details be further delayed the Council will seek a substitute contractor for the work.
ACTION: Chairman
- xvi. **Recreation Ground Manholes.** In the interests of Health and Safety, the manhole covers in the area of the AAWMH Recreation Ground, designated as the Children’s Play Area, need to be lockable so as to prevent unauthorised access or accidental opening.
After Note: The lockable covers have been procured and will be fitted as soon as possible. The Chairman is awaiting the availability of a suitable installation contractor.

ACTION: Chairman

- xvii. **Nursery School / Recreation Ground Plaques.** The signs have been supplied, however on initial installation by the Chairman an objection was registered by a resident whose property looked out on the site. The signs have been removed pending the approval of their installation in an acceptable location

After Note: The Council had been advised that no Planning Permission was needed for these signs. The Council can now proceed with the installation of the signs, with due regard for the concerns expressed by the resident affected and the removal of the plastic banner as agreed under Minute 14/96b.

ACTION: Chairman

- xviii. **AAWMH Drainage.** Andover Ground Works completed a temporary repair to the rain water drain in the car park of the AAWMH. During the repair the company indicated that one of the factors that exacerbated the temporary accumulation of water was the relative heights of the car park and Duck Street, such that during heavy rain the run-off from the road was directly into the car park. In the short term the AAWMH Committee is soliciting quotes for the full repair of the car park drain. Concurrently the Council has requested the Highways department of Hampshire County Council for a solution that better accommodates the highway's rain water run-off.

ACTION: Clerk

- xix. **Asset Register for Audit.** The asset register is in need of update

ACTION: Treasurer & Clerk

- xx. **Brown Traffic Signs.** The brown signs that provide direction from the Salisbury Road to the Village Shop and to the Eagle Public House have been provided by TVBC.

After Note: Even though the Council had agreed to fund 25% of the cost of these signs, this was subject to the confirmation of the legality of supporting commercial organisations with public funds; this has yet to be clarified.

ACTION: Clerk

- xxi. **Kerb Opposite Village Shop.** On the initiative of Hampshire County Council the kerbs to the pedestrian path opposite the Village shop were made higher than normal so as to protect pedestrians and the houses from vehicles encroaching or parking on the path. This has been effective however there have been four incidents where pedestrians have tripped on the kerb when crossing to/from the shop, resulting in considerable personal injury. Hampshire County Council has been requested to conduct remedial work to make this crossing point safer for pedestrians, whilst not degrading its current characteristics in respect of vehicles.

After Note: The Highways department of Hampshire County Council has put this matter low on its priority list, due to the extent of work elsewhere that resulted from last Winter's weather. The Clerk inspected the area and concluded that there are adequate dropped kerbs in the proximity of the crossing point. This matter needs to be referred back to the Council for a decision on its inclusion in the Council's future programme of works.

ACTION: Clerk

- xxii. **Church Path Fence.** The Landowner or the Tenant Farmer has placed barbed-wire behind the dilapidating wooden bar fence along the Northern side of Church Path. The wooden fence is fragile and is not an effective stockading for cattle, hence its reinforcement with barbed-wire. The barbed-wire, apart from being unattractive, presents a hazard to pedestrians.

After Note: This matter was initially raised at the Council Meeting of 04 Apr 2013 under Minute 13/36 c. Footpaths. The matter was to be referred to Hampshire County Council as the Highways Authority concerned, however the outcome has not been documented. The Clerk will assume the lead on this and will report back to the Council

ACTION: Clerk

- xxiii. **Section 106 Funds.** An amount of funding has been generated through recent developments in the Parish; this funding has been set aside by Hampshire County Council for community benefits or infrastructure works, such as highways improvements

After Note: These funds are developer contributions to mitigate a developer's impact and provide benefits to the area affected by the development(s). These benefits, whether works or payments, are secured under a Section 106 legal agreement. The Head of The Planning and Building Service of Test Valley Borough Council has delegated authority to allocate and release contributions for external projects up to a maximum of £25,000 per project, following consultation with the relevant Ward Members, Portfolio Holder and Head of Finance. This funding could be channelled towards resolving some of the infrastructure problems prevailing within the Parish. This subject was discussed in detail under ITEM 11. Any Other Business.

The Clerk will obtain a statement from Test Valley Borough Council as to the availability of Section 106 funds to support the future work programme for resolving some of the Parish's Highways and Infrastructure safety improvements.

ACTION: Clerk

From discussions with our TVBC Councillors, there is a possibility that some of the monies raised from traffic routing violations by HGV's proceeding to/from the Andover Business Park (ABP) could be assigned to the Parish to assist in the funding of some of the Parish's Highways and Infrastructure safety improvements. The justification for this is that the development of the ABP and changes to the loading on the 100 Acre Roundabout have resulted in an increase in other traffic through the Village. The Clerk will investigate this potential source of funds and report back to the Council

ACTION: Clerk

- xxiv. **Section 106 Claim for the Recreational Ground.** The Children's Play Space in Recreational Ground of the AAWMH is classed as a Public Open Space and is therefore eligible for funding under Section 106 contributions.

After Note: The current total payment for the construction of the Children's Play Space is £6426.36 plus £1062.55 VAT. (Reclaimable). There is an outstanding invoice for the manufacture and installation of the two oak benches (See ITEM 4. Matters Arising from the Previous Meeting. Recreation Groun).. The Section 106 ring-fenced funds as a contribution from Hampshire County Council are: £2218.40 arising from 12/01682/FULLN dated 11 Sep 12 on behalf of Andover Gas & Water Ltd in respect of the Salisbury Road development, and £2291.60 arising from 13/01310/FULLN dated 05 Sep 13 on behalf of the developer of the site of the former Abbotts Ann Primary School; this totals £4510. The funding of the balance, which is estimated to be approximately £2200, will be sought from other external grants and/or Section 106 developer contributions.

ACTION: Clerk

- xxv. **The Revised Local Plan** This important matter is covered in further detail under ITEM 7.2 Reports From Parish Organisations.
- b. Vote of Thanks to the Outgoing Clerk. The Council thanked Mr Stokes for his hard work and achievements during his 8 years tenure of appointment.
- c. Welcome to the Incoming Clerk. The Chairman, on behalf of the Council, welcomed the new Clerk.
- d. The Contract of Employment for the New Clerk. The contract of employment for the Clerk which has not been formally reviewed and defined since 2005, has yet to be confirmed and agreed.

ACTION: Chairman

After Note: Note of Minute 14/83 from the July meeting "...The Chairman and Treasurer were authorised to deal with the new Clerk's contract, terms of appointment and salary..."

This Action is to base its recommendations upon:

- i. The National policy for the employment and remuneration of part-time Parish Clerks, as advised by the Society of Local Council Clerks (SLCC).
- ii. The Terms & Conditions applied in other Parishes having similar characteristics and requirements.
- iii. The financial work recently delegated from the Clerk to the Treasurer as RFO.
- iv. The changes to internal and external working practices since the last review.
- v. The significant increase in the work arising from the volume of external and internal correspondence since the last review.
- vi. The new Clerk's previous experience and qualifications.

The Chairman recommended that:

- i. The employment contract should be on an interim basis subject to a review in the New Year. This would allow time for the Council's new Finance and Administrative procedures to be established, and the corresponding routine workload to be defined.
- ii. For this interim period, the Treasurer/RFO continues in post and that the new Clerk is engaged for 15 hours per week; any additional hours needed to complete the work up to a maximum of 5 hours per week, would be subject to authorisation by the Council, as and when this arises.

- ii. Abbotts Ann Vision. AAV had distributed its recent report to all Parish Councillors two days before the meeting of the Council. The report presents a most comprehensive summary of the various projects that emerged from the community consultation conducted by AAV last year. The AAV report is to be discussed in full detail at the next meeting of the Council. Comments from Councillors are requested prior to this meeting.

ACTION: All Cllrs

Mr Lucas summarised some of the more significant aspects of the AAV report and the recent work of AAV.

- a. **Community Land Trust**. This is a useful vehicle with a lot of background information available on the internet. The Trust is a corporate body which is established for the express purpose of furthering the social, economic and environmental interests of a local community by acquiring and managing land in order to provide a benefit to the local community, and to ensure that the assets are not sold or developed, except in a manner which the Trust's members think benefits the whole community.
- b. **Housing Strategy**. The only decision to make is whether or not the Parish should go ahead with the Housing Survey in order to develop the Parish's Housing Strategy. The Council was requested to provide direction on this.

ACTION All Cllrs

- c. **Footpath into Andover**. Agreement in principle had been reached with the landowners for a permissive footpath to be permitted through a field adjoining the A343 from the Garden Centre to the A303 fly-over. Initially this would be an unmade and unlit path. It was thought that this could best be documented by way of a licence agreement with the Parish Council. A draft will be prepared for discussion with all parties.

ACTION: AAV

- d. The Clerk is to investigate what impact such a development might have on this and other matters.

ACTION: Clerk

After Note: Previously, the Council had decided that the safety of pedestrians, including school children that chose to walk to and from school, rather than use school transport, outweighed any other consideration.

- e. The Clerk is to investigate what Section 106 funds could be tapped to support this project.

ACTION: Clerk

- f. The Senior Countryside Access Ranger (SCAR) Mr P Watson is able to arrange for the provision of "kissing" gates which are suitable for use by those in wheelchairs. The Footpaths Officer was requested to make contact with SCAR to establish the availability and the means of procuring and fitting such gates, should the requirement progress further.

ACTION: Footpaths

- g. The Clerk informed the meeting that the original plans for Test Valley's Cycle Strategy included a cycle path from the roundabout at the junction of The Salisbury Road and the A343 (The Garden Centre roundabout) to the area in

front of the Hexagon Store; this path would provide the essential good link between Burghclere Down and the rest of the Parish. The Clerk agreed to investigate the Status of the Cycle Strategy.

ACTION: Clerk

After Note: The meeting of the Cabinet of Test Valley Borough Council scheduled for Wed 1 Oct 2014 has on its Agenda "Review of the Cycle Strategy & Network SPD". Cllr Stallard, as a member of the TVBC Cabinet has been requested to provide input to this meeting on behalf of the Parish of Abbots Ann and to report back to the Council at the next meeting scheduled for 2 Oct 2014.

ACTION: Cllr Stallard, TVBC

ACTION: Clerk

c. Abbots Ann Green Action Representation: Mr D Read

- i. **Recycling.** The management of the recyclable waste arising from the Abbots Ann Village Fete was commended by Test Valley Borough Council. The Chairman registered a vote of thanks to all those involved.
- ii. Cllr Sims informed the Council that this year a metal stake had been left in the ground posing a hazard to future users and, for the third year in a row the Groundsman had to dispose of the remnants of the straw bales. The Clerk is to contact the Chairman of the Abbots Ann Village Fete Committee and establish tighter procedures for the formal hand back of the Sports Field.

ACTION: Clerk

- iii. **Apple Day.** The Plans for Apple Day (12 Oct 2014) are underway and many fun-filled activities are being considered. The request for the donation of apples has been notified on the Abbots Ann website and a "flyer" to residents will be distributed shortly. The plans for the collection of apples have yet to be firmed-up; the Chairman offered the use of his tractor and trailer.

ACTION: AAGA & Chairman

d. Parish Archives Representation: Mr T Tayler Parish Archivist

- i. The display of the comprehensive and most thorough research into the experiences of local men and women involved in World War 1 was excellent and was highly commended at the Museum of Army Flying exhibition and at the Abbots Ann Village fete. The research was a joint effort from the pupils of Abbots Ann Primary School and the 8 independent researchers. The onward programme is to continue the research and upload all the information and biographies onto the Abbots Ann website. There is £235 remaining from the original budget, which will be used to digitise the material from the exhibitions. Mr Tayler is investigating sources for additional funds.

ACTION: Archivist

- ii. In connection with *ITEM 5 Clerks Handover*. Para a. *Ongoing Matters* Sub-Para xiv *Old Coach Road – Name & Ownership*, the Chairman asked Mr Tayler to look into the historical details of ownership and name of the Old Coach Road. Mr Tayler accepted the request and stated that his starting point might be the recently acquired old maps of the Parish covering the late 18th Century and early 19th Century.

ACTION: Archivist

- e. Abbotts Ann Fete Committee Representation: None
No Report **ACTION: AA Fete Ctte**
- f. Abbotts Ann Parish Footpaths Representation: Mr P Wood
- i. Mr Wood reported he had been out and about tidying footpaths with Mr Rippingdale, whom he thanked. Mr Wood has had some detailed discussion with Mr D Murphy and his scope of work has been agreed. Mr Wood has requested Mr Murphy to concentrate on the more central paths in the village then Mr Wood will try to keep clear the outlying areas. The status of the major paths within the village was satisfactory; those leading from the village (particularly Bury Hill) are in need of further effort from the County Council's small team.
- ii. One problem area was the condition of the path leading on from the Drove which had some exposed roots remaining from last year's grubbing-out of hedging. The roots were a trip hazard. After a number of complaints and injuries this was notified to the Abbotts Ann Estate. Mr Wood took the SCAR, Mr P Watson, to view the site. Although Hampshire County Council is responsible for the surface of paths, the land owner remains responsible for the sides. Mr Wood contacted the Estate again this week and will report back to the next meeting.
- ACTION: Footpaths**
- g. Abbotts Ann Neighbourhood Watch Representation: None
No Report **ACTION: Neighbourhood Watch**
- h. Abbotts Ann Nursery School Representation: None
No Report **ACTION: AA Nursery School**
- i. Abbotts Ann Primary School Representation: Cllr R Bone
Report delivered under *ITEM 2. Visitors.*
- j. Sports Field Committee Representation: None
No Report **ACTION: Sports Field Committee**
- k. Abbotts Ann Parish Tree Warden Representation: None
No Report **ACTION: Tree Warden**
- l. Abbotts Ann Village Shop Association Representation: None
No Report **ACTION: Village Shop Ctte**
- m. Abbotts Ann War Memorial Hall Representation: None
No Report **ACTION: AAWMH Ctte**
- n. Abbotts Ann Community Website Representation: None
No Report **ACTION: Webmaster**
- i. Mr Lucas, on behalf of AAV, expressed his thanks to Mr Saunders and Mrs Haigh who have been working with him. It was important that the website remains up-to-date, and thus responsibilities for this need to be clearly defined and accepted. The website is of an excellent standard and the Webmaster deserves to be commended on his achievement. The Clerk is to contact the Webmaster and request his advice on the matter of further development for the website and sharing its management responsibilities.
- ACTION: Clerk**

o. The Countryside Group

Representation: None

No Report

After Note: The Countryside Group met on 16 Sep 14. The following is an abridged version of the report from that meeting covering those matters not already addressed or being addressed by the Council:

- i. **Trees.** *The photographic/register of trees is ongoing and will be delayed until the New Year. There is interest in having trees planted on the Manor Close Field. This matter is to be brought forward to the Council for Information.*

ACTION: Clerk

- ii. **Dog Fouling of Footpaths and Verges.** *A dozen signs 'Clear Up After Your Dog' have been distributed around the village, mainly on footpaths. More signs are to be obtained for display on the far side of the Village. Although there is a perceived improvement, some locals are not following the directive. This matter is to be brought forward to the Council for Action.*

ACTION: Clerk

- iii. **Tidy Village/ Clean-Up Day.** *Mr Wood did not feel there was a need for such an initiative as there had already been a Sparkle Day and the weeds at St John's Cross had been cleared. Even so there was still a need remind the Community of their responsibility to keep their own boundaries, paths and hedgerows clear as many were over grown, unsightly and causing obstruction. This matter is to be brought forward to the Council for Action.*

ACTION: Clerk

- iv. **New Footpaths.** *There is interest in establishing a footpath from Abbotts Ann Down to join with the Red Rice to Kentboro footpath. It recommended that the Landowners be approached to discuss the feasibility of this. This matter is to be brought forward to the Council for Action.*

ACTION: Clerk

- v. **Visits.** *The visit to Vitacress was a great success. Two dates have been set aside for 2015: Vitacress and Riverbed evening; a Bats and Moths evening*

- vi. **Walks.** *Another Village Walk is planned for the New Year; a Footpath Walk is planned for Sat 15 Nov 2014 (2pm – 4pm)*

- vii. **Wild Flower Meadow.** *The wildflowers had been planted with a Spring and Summer side.*

After Note: The lack of reports from Parish Organisations, compounded by a lack of a representative at meetings of the Council, is disappointing and limits the ability of the Council to efficiently coordinate the activities within the Parish. In particular, the lack of information means that the Minutes of the Council meetings cannot truly reflect the hard work and the interesting activities being undertaken by these Parish Organisations. As these Minutes are of interest to the Parish as a whole, all Parish Organisations are requested to provide either a representative at, or a written report for future meetings of the Council.

14/100 ITEM 8. Finance Matters

- a. Payments for Approval. The following payments were approved by the Council:

Pro PW Sec BS

Chq	Payee	Details	Period	Amount (£)
846	BDO	Audit		240.00
847	T Tayler	WW1 Exhibitions		30.00
848	D Murphy	Footpath Maintenance	06/14	85.00
849	Broker Network	Annual Insurance		1892.79
850	Gillet & Johnston	Church Clock Donation		256.80
851	B Sims	Tractor Fuel		39.51*
852	HALC	Subscriptions		495.00
853	A Stokes	Clerk's Expenses		38.21
854	A Stokes	Clerk's Salary (net)	07/14	448.00
855	R Griffiths	Treasurer's Salary (net)	07/14	280.00
856	Croft Castings	Playground Signs		450.00*
857	Kate Bott	Wild Flower Meadow	07/14	50.00
858	D Murphy	Footpath Maintenance	07/14 - 08/14	200.00
859	Enham	Burial Ground Maintenance	08/14	209.03
860	R Griffiths	Treasurer's Expenses	08/14	14.57
860	Wilson Investments	Sports Field Mower		<u>2580.00*</u>
		TOTAL		7,308.91

*VAT reclaimable

- b. Expenditure Liabilities and Expected Income. The following non-routine payment liabilities and expected income for the next month were notified to The Council:

- i. **Children's Play Area.** Payment to Mr A. Rose to cover the manufacturing and installation costs for the two benches. This sum may be recovered from Test Valley Borough Council as a Section 106 contribution. The Clerk is to establish the current status of the Section 106 funding for this expenditure, and for the other items on the Parish "Wish List".

ACTION: Clerk

- ii. **Village Fete.** Payment to the Village Fete Committee of £320 to cover the cost of Public Liability Insurance. This payment was approved in advance of the invoice.

Pro PW Sec RB

- iii. **Brown Signs.** Payment of £362.08 to cover the residual element of the cost of producing traffic signs for the Village Shop and for the Eagle Public House. The cost of these signs (including their installation at St John's Cross and at the junction of Little Ann Road with the A343) was originally £924.16.

(a) TVBC contributed half of the cost (£462.08) and the members of the Eagle Pub Quiz Teams contributed a further £100.

(b) Before authorising the payment of the residual £362.08 the Council needed to be assured of the legitimacy of this payment.

ACTION: Clerk

The Village Shop Committee is invited to comment on the proposed funding arrangements.

ACTION: *Village Shop Committee*

- iv. **AAWMH Stage Lighting.** (See *ITEM 7.1*) A sum of £1000 has been earmarked to assist in funding the improvements to the stage lighting in the AAWMH. This assistance is dependent upon the match funding by Test Valley Borough Council and Hampshire County Council. The Clerk is to ensure that the matter is swiftly resolved due to the needs of the Abbots Ann Players' November production.

ACTION: *Clerk*

14/101 ITEM 9 Correspondence

- a. Hampshire Association of Local Councils (HALC). The electronic update from HALC includes a link to the Annual Report from the Hampshire County Council Police and Crime Commissioner, Simon Hayes. Although of general interest this would be of particular interest to the Parish Neighbourhood Watch representative who is requested to provide a summary of the report for the next meeting.

ACTION: *Neighbourhood Watch*

- b. Recruitment of Parish Councillors. The Parish Councils of 5 county associations, including HALC have joined forces in a joint initiative to enhance the recruitment of Parish Councillors and bolster democracy in Britain's Parishes. There is a drive to encourage people with a diversity of backgrounds and talents to participate in local politics. The first step towards the aim of recruiting volunteers to become Parish Councillors is to ensure that the issue gets aired in Parish Council meetings. HALC has requested that the Council places the issue of widening recruitment as an item on the Agenda of meetings in September and/or October. In accordance with this request Councillor Recruitment will appear on the Agenda for the next meeting of the Council on 2 Oct 2014. The meeting will be looking for a member of the Council to assume the lead on the subject. A volunteer for this responsibility is requested.

ACTION: *All Cllrs*

- c. Local Council Finance For Clerks. HALC has organised training for members of Councils who are practitioners and require a greater understanding of their duties with regard to the Council's finances. Topics include legislation and the National Governance and Accountability Guidance, banking and accounting, VAT, preparing for end-of-year and working with internal auditors. The Treasurer will be attending this training and is requested to back-brief the Council on the value of the training and any top-level information beneficial for all Parish Councillor's general understanding of Finance.

ACTION: *Treasurer*

- d. HCC Test Valley Passenger Transport Forum. The next meeting of the Forum is scheduled for Thu 6 Nov 2014 at the Crossfield Hall, Romsey from 1000hrs to 1200hrs. The Agenda includes a presentation on the results of the countrywide review of bus and community transport services which Hampshire County Council undertook earlier this year. A representative from this Parish is requested. Cllr Gibson is requested to include this in his monthly update to the Council

ACTION: *All Cllrs & Cllr Gibson, HCC*

- e. Fly-Tipping and Trespassing. The Council had received a notification from the Monxton Parish Council that there had been some “Fly-Tipping” in the fields on the Abbots Ann Road out of Monxton; also, the Parish had reports of Travellers in Monxton, and that the field off the Abbots Ann Road by the railway line had no gate. As the Parish already has experienced trespassers in off-road vehicles driving in this field, and the conduct of “Lamping” late at night, the Parish requested details of the ownership of the field so that means of gaining access to this field could be restricted.

ACTION: Clerk

After Note. The owner of the field has been established, and, as a temporary measure the Tenant Farmer has agreed with the Monxton Parish Council to block the entrance with a large vehicle.

14/102 ITEM 10 General Discussion

- a. The Use and Management of the Manor Close Field. The Council intends to solicit views from the residents of the Village on the use of this field. An article is to be written for inclusion in the next publication of The Parish Magazine, and notices are to be displayed on the Parish Notice Boards.

ACTION: Chairman & Clerk

- b. Armistice Day. The Council agreed that there was a need to make something more than previous years to recognise the 100th anniversary of the start of World War 1. Initial ideas included a greater involvement of the general public, particularly school children and community organisations of the Village, and to use the AAWMH in the ceremony. In view of the limited time before Armistice Day (11 Nov) and Remembrance Sunday (9 Nov) Councillors were requested to consider the matter out-of-committee so that it could be tabled for detailed discussion at the next meeting (2 Oct).

ACTION: All Cllrs

After Note: This matter had been initiated a year ago at the meeting of 5 Sep 13 under Minute 13/90d with Cllr Oram leading on the planning for the commemoration. Also, from the meeting of 7 Nov 2013 under Minute 13/108c that concerns of parishioners had been represented by Col G Howard and Brig C Burson; as such both should be consulted during the planning of any events, particularly where they involve changes to the well-refined routine practiced during and following the Remembrance Sunday church service in Abbots Ann.

- c. Cllr Oram was absent from this meeting due to illness and thus unable to make a statement on any provisional arrangements made for the two days of recognition. Cllr Oram is requested to brief the Council at the next meeting

ACTION: Cllr Oram

14/103 ITEM 11 Any Other Business / Public Participation

a. Trees and Hedges.

i. **Churchyard.** The Chairman reported that a lime tree in the churchyard posed a threat to the physical structure of the church. An informal meeting to discuss remedial options has been arranged for 1030 hrs 03 Oct 2014 at the churchyard; The Test Valley Borough Council Tree Preservation Officer (Mr D. Cox) shall be attending to offer specialist advice. The Clerk is to request the attendance of a Church Warden and the Rector.

ACTION: Clerk

ii. **Church Road & Church Car Park.** The Chairman, Vice-Chairman and Cllr Paffett reported their concerns at the rather untidy state of the tree stumps and cut branches following the recent tree surgery. The Chairman is to contact the land-owners (Mr & Mrs Benson) and is to report back to the Council at the next meeting.

ACTION: Chairman

iii. **Old Coach Road.** Cllr Wilkins reported the overgrowth obstructions on the Old Coach Road which are a danger to pedestrians, cyclist and horse riders. In the short term, Mr Wood offered to take on the task and Cllr Bone offered the assistance of her husband who had the necessary equipment and qualifications in the use of power saws. The Chairman thanked Mr Wood and Cllr Bone, and he asked them to ensure that the working activities and end result did not pose a health or safety issue for the users of the Track and residents in the proximity of the obstruction.

ACTION: Cllr Bone & Mr Wood

iv. Cllr Sims acknowledged that keeping this track clear was a joint responsibility held by the Hampshire County Council (surfaces) and the owner(s) of the adjacent land (sides). As a temporary solution to the current problem Cllr Sims offered to contact Mr S Wilson to see if he can assist with resources to cut back the overgrowth of the hedging and trees along this track.

ACTION: Cllr Sims

v. **Manor Close.** Cllr Sims stated that the hedges and some trees in Manor Close needed attention. A statement of the work needed is to be presented to the next meeting.

ACTION: Tree Warden

14/105 ITEM 12 Date of Next Meeting.

The next meeting of the Council was scheduled for 1830hrs Thu 02 Oct 2014 in the Abbots Ann War Memorial Hall.

The Meeting closed at 2146 hrs.

Signed.....

Date.....

SUMMARY OF OUTSTANDING ACTIONS
FROM THE MEETING OF THE ABBOTTS ANN PARISH COUNCIL
HELD ON THU 11 SEP 2014

Ref	Subject	Action	Owner
14/92.d.i.	School Travel Plan	Place matter as a priority on Council's programme of work	Clerk
14/92.d.ii	Parking	Place matter as a priority on Council's programme of work	Clerk
14/94.a.i	HCC Highways	Provide a copy of the latest Organisation Chart	Cllr Gibson, HCC
14/94.a.ii	Traffic Calming	Inclusion of Abbots Ann in 20 mph speed restriction experiment	Cllr Gibson, HCC
14/94.a.iii	Care in the Community	Provide details of new initiative for Adult Care	Cllr Gibson, HCC
14/94.a.iv.(d)	Community Projects	Application for stage light funding through AAWMH Committee	AAP & AAWMH Ctte
14/94.a.iv.(f)	Community Projects	Request of contribution of £500 from HCC to help fund stage lights	Cllr Gibson, HCC
14/94.a.iv.(f)	Community Projects	Request of contribution of £500 from TVBC to help fund stage lights	Cllr Flood, TVBC
14/94.a.iv.(f)	Community Projects	Request of contribution of £500 from TVBC to help fund stage lights	Clerk
14/96.b	B/F - 14/84.b. Recreation Ground.	Advise to Nursery School to remove its large plastic banner	Cllr Bone
14/96.c	B/F - 14/84.c. TVBC Visit.	Notify TVBC of PC meetings; provide with a list of Planning issues	Clerk
14/96.e	B/F - 14/84.f. Obstruction of Footpaths	Card for delivery to residents whose hedges obstruct the footpaths	Cllr Oram
14/96.m	B/F - 14/88b. Purchase of Mower	Disposal of old mower and realise of any scrap value.	Cllr Sims
14/96.o	B/F - 14/89b. Roadside Weeds	TVBC assistance to help clear the overgrowth of roadside weeds	Cllr Stallard, TVBC
14/96.s	B/F - 14/90c. Damage to Protected Trees	Provision of clarity on TPOs	Cllr Flood, TVBC
14/97.a.i	B/F - Highways & Drains	Preparation of brief for HCC and TVBC Highways visit to village	Clerk
14/97.a.ii	B/F - St John's Cross	Safety issues to HCC and TVBC Highways prior to visit to village	Clerk
14/97.a.iii	B/F - Sports Field Extension	Aspirations to extend area for enhanced facilities	Chairman
14/97.a.v	B/F - Burial Ground Extension	Increasing the size of the consecrated area	Clerk & Church Warden
14/97.a.vi	B/F- Churchyard Maintenance	Review of the current Maintenance Plan	Clerk & Church Warden
14/97.a.viii	B/F - Cycling on Church Path	Measures to enforce the <i>No Cycling</i> byelaw	Clerk
14/97.a.x	B/F - Lengthsman Tasks	Provision of Lengthsman for the cutting and clearing within the Parish	Clerk
14/97.a.xi	B/F - Welcome Packs	Provision of Welcome Packs for new residents	All Parish Cllrs
14/97.a.xv	B/F - Burial Ground Fence and Gate	Repairs	Chairman
14/97.a.xvi	B/F - Recreation Ground Manhole	Installation of lockable covers	Chairman
14/97.a.xvii	B/F - Nursery School Recreation Ground	Mounting of signs	Chairman

14/97.a.xviii	B/F - AAWMH Car Park Drain	Quotes for the full repair/improvements to temporary drain	Clerk
14/97.a.xix	B/F - Asset Register	Update to reflect purchases and the depreciated values of existing property	Treasurer & Clerk
14/97.a.xx	B/F - Brown Traffic Signs	Clarification of permitted funding from the Council	Clerk
14/97.a.xxi	B/F - Kerb Opposite Village Shop	Lowering at the crossing point on grounds of pedestrian safety	Clerk
14/97.a.xxii	B/F - Church Path Fence	Clarification of repair responsibilities	Clerk
14/97.a.xxiii	B/F - Sect 106 Funds (Existing)	Establishing what remains after recent projects, the extent of further use	Clerk
14/97.a.xxii	B/F- Sect 106 Funds (Additional Sources)	Investigating funds for the Parish resulting from ABP development	Clerk
14/97.a.xxiv	B/F - Sect 106 Claim for Recreation Ground	Release to funds to cover balance from the Play Area project.	Clerk
14/97.b.	B/F - Contract of Employment for Clerk	Confirmation and Agreement of Terms and Salary	Chairman
14/99.a.	Burghclere Down Report	Report Outstanding	Burghclere Down
14/99.b.ii	Abbots Ann Vision Report	Written Comments on AAV report to Clerk before next meeting	All Parish Cllrs
14/99.b.ii.(b)	AAV Report - Housing Strategy	Decision on conducting the Survey	All Parish Cllrs
14/99.b.ii.(c)	AAV Report - Footpath into Andover	Agreement of Heads of Terms with the Landowner	AAV
14/99.b.ii.(d)	AAV Report - Footpath into Andover	Impact of footpath on the justification for school transport	Clerk
14/99.b.ii.(e)	AAV Report - Footpath into Andover	Availability of Sect 106 funds to support the construction of footpath	Clerk
14/99.b.ii.(f)	AAV Report - Footpath into Andover	Provision of wheelchair friendly "kissing" gates	Footpaths
14/99.b.ii.(g)	AAV Report - Footpath into Andover	Investigation of the TVBC Cycle strategy as applicable to this footpath	Clerk & Cllr Stallard TVBC
14/99.c.ii	AAGA Report- Fete	Tighter procedures for hand back of Sports Ground after use (Fete)	Clerk
14/99.c.iii	AAGA Report - Apple day	Plans for the collection of apples	AAGA & Chairman
14/99.d.i	Archives Report - Funding	Identification of future sources of funding	Archivist
14/99.d.ii	Archives Report - Old Coach Road	Establishing ownership from archives and other sources	Archivist
14/99.e.	AA Fete Committee Report	Report Outstanding	AA Fete Ctte
14/99.f.	AA Footpaths Report	Status of the obstructions on the upper Drove footpath	Footpaths
14/99.g.	AA Neighbourhood Watch Report	Report Outstanding	Neighbourhood Watch
14/99.h.	AA Nursery School Report	Report Outstanding	Nursery School Ctte
14/99.j.	AA Sports Field Report	Report Outstanding	Sports Field Ctte
14/99.k.	AA Tree Warden Report	Report Outstanding	Tree Warden
14/99.l.	AA Village Shop Association Report	Report Outstanding	AA Village Shop Ctte
14/99.m.	AA War Memorial Hall Report	Report Outstanding	AAWMH Ctte
14/99.n	AA Website Report	Report Outstanding.	AA Village Website
14/99.n	AA Website Report	Advice on the future management of the website	Clerk
14/99.o.i	The Countryside Group	Trees for Manor Close Field	Clerk
14/99.o.ii	The Countryside Group	Dog Fouling on Footpaths & Verges	Clerk

14/99.o.iii	The Countryside Group	Tidy Village/ Clean-Up Day	Clerk
14/99.o.iv	The Countryside Group	New Footpaths	Clerk
14/100.b.i	Expenditure Liabilities - Children's Play Area	Availability of TVBC /HCC funding for the balance	Clerk
14/100.b.iii.(b)	Expenditure Liabilities - Brown Signs	Legitimacy of Council funding	Clerk
14/100.b.iii	Expenditure Liabilities - Brown Signs	Comments on arrangements for funding signs	AA Village Shop Ctte
14/100.b.iv	Expenditure Liabilities - AAWMH Stage Lights	Ensure matter is processed swiftly	Clerk
14/101.a	Comms - HALC	Summary of the Annual Report from HCC Police & Crime Commissioner	Neighbourhood Watch
14/101.b	Comms - Parish Councillor Recruitment	Widening Recruitment for the Agenda of next meeting of PC	Clerk
14/101.c.	Comms - Local Council Finance for Clerks	Back-Brief of Training session	Treasurer
14/101.d.	Comms - HCC TV Passenger Transport Forum	Representation at next meeting 6 Nov 2014	All Parish Cllrs
14/101.d	Comms - HCC TV Passenger Transport Forum	Update on Bus and Community Transport Services as it affects the Parish	Cllr Gibson,HCC
14/101.e	Comms - Fly Tipping & Travellers	Details of ownership of field(s)	Clerk
14/102.a	Manor Close Field	Solicitation of ideas for use and future name of field	Chairman & Clerk
14/102.b	Armistice Day	Ideas for commemoration of 100 th Anniversary of the beginning of WW1	All Parish Cllrs
14/102.c	Armistice Day	Plans for commemoration of 100th Anniversary of the beginning of WW1	Cllr Oram
14/103.a.i	Trees & Hedges - Churchyard	Meeting of 02 Oct 2014 .Attendance of Church Warden and Rector	Clerk
14/103.a.ii	Trees & Hedges - Church Road & Car Park	Contact with Land Owner to discuss tidying of stumps and cut boughs	Chairman
14/103.a.iii	Trees & Hedges - Old Coach Road	Safe removal of overgrowth obstructions	Cllr Bone & Mr Wood
14/103.a.iv	Trees & Hedges - Old Coach Road	Temporary arrangements for the maintenance of road/track	Cllr Sims
14/103.a.v	Trees & Hedges - Manor Close	Provision of a statement of work needed	Tree Warden