

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting held on
Thursday 2nd February 2017 at 19:00
at Abbots Ann War Memorial Hall



Present: Parish Councillors A Hayter (Chairman), T Abram (Vice Chairman)
Mrs L Haigh, C Teasdale, D Wells, Mrs S Bleeker
Borough Councillor Mrs M Flood, County Councillor A Gibson

Members of the Public: 1

Minutes: Mrs Clare Cotterell – Clerk

Meeting started 19.02

AGENDA ITEM	ACTION												
<p>1 Apologies for Absence Apologies received from Cllr Stallard and Cllrs Doherty and Bleeker. Cllr Gibson had advised he would arrive later after another meeting.</p>	NOTED												
<p>2 Declarations of Interest – None</p>													
<p>3 Cllrs to agree the minutes to be an accurate record of the meeting held on 12th January 2017 - Proposed Cllr Abram, seconded Cllr Haigh, all agreed.</p>													
<p>4 Actions/updates to be reported: January meeting: – <u>Item 4 – Actions/updates -</u></p> <ul style="list-style-type: none"> • Gate latch at Burial Ground has been repaired free of charge by local company, Alpine Group UK – Clerk has called to thank them personally and Cllrs offered a vote of thanks for the company’s generosity. • Noticeboard quotes – Ongoing – Clerk has obtained 3 quotations for new replacement of the boards but so far just 1 for refurbishment – Clerk still looking for other contractors for refurbishment. – Cllrs discussed refurbishment options including replacing perspex and suggesting asking for a volunteer/s to rub down and repaint woodwork. Cllrs Haigh and Abram will place an advert in the shop. Also discussed adding a PC noticeboard at Burghclere Down Community Centre – Cllr Teasdale to find out the supplier of existing board there. <p><u>Item 11 Correspondence –</u></p> <ul style="list-style-type: none"> • Letter has been sent to HCC re Red Post Lane, road conditions, flooding and speed – receipt of letter acknowledged and passed to Highways for direct response. No response so far. • Contacted WI re planting outside hall – awaiting a response. <p><u>Updates -</u> 2 x Fallen trees recently reported on FP 11 – with confirmation of Chairman have authorised clearance at £50 per tree. The trees have now been cleared.</p> <p><u>Telephone box -</u> Cllr Hayter confirmed that the door replacement of door should be easily replaced – Cllr Haigh to provide Clerk with website details for ordering new door and a photo of box to confirm correct replacement door.</p> <p>Cllr Haigh reported the results of the voting, online and in the shop, for future use of the adopted telephone box:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Information point/village history/local walks</td> <td style="text-align: center;">40</td> </tr> <tr> <td>Library/books/dvds</td> <td style="text-align: center;">17</td> </tr> <tr> <td>Leave it as it is</td> <td style="text-align: center;">12</td> </tr> <tr> <td>Information point hosted by local groups</td> <td style="text-align: center;">12</td> </tr> <tr> <td>Information point with wifi</td> <td style="text-align: center;">6</td> </tr> <tr> <td>To house a defibrillator</td> <td style="text-align: center;">3</td> </tr> </tbody> </table> <p>Cllr Haigh to provide a proposal for a future meeting.</p> <p><u>The Green</u> There is a site meeting reviewing the fencing for the wildflower meadow on Monday 6th February. Cllr Haigh to see if artist would like to attend site meeting. The dog bin is likely to be installed next week – Clerk to contact TVBC re signage for clearing up after dogs.</p>	Information point/village history/local walks	40	Library/books/dvds	17	Leave it as it is	12	Information point hosted by local groups	12	Information point with wifi	6	To house a defibrillator	3	<p style="text-align: center;">Cllrs Haigh/ Abram/ Teasdale</p> <p style="text-align: center;">Cllr Haigh</p> <p style="text-align: center;">Cllr Haigh</p> <p style="text-align: center;">Cllr Haigh Clerk</p>
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<p>5 Public Participation -<i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i> None.</p>													

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6	<p>Borough and County Councillors Reports (to include an update on ANPR system at Andover Business Park) <u>Cllr Flood reported:</u></p> <ul style="list-style-type: none"> • Road Closure notice – Cllr Flood’s information from TVBC is that the road will be closed for 3 days for resurfacing as part of Operation Resilience. However information received from HCC was that the road will be closed for 3 days for desilting of the pond in Monxton – Cllr Flood to confirm information. • Electoral review of TVBC Warding arrangements – The current consultation period ends 3 April 2017. TVBC will debate the Borough Council proposals on 23.03.17 and a further public consultation will run in June/July/August. The PC can comment on either consultation. It was noted this is an agenda item for the PC March meeting. • Recycling – Cllr Stallard, as portfolio holder, hopes to attend the next meeting and will be able to update Cllrs. • ANPR Andover Business Park – Overview and Scrutiny Committee at TVBC is to draft a letter to HCC cabinet member for highways asking for the facts regarding the ANPR system. • Litter picking – took place on A303 and A34 for a 3 week period and 440 bags (2.5 tonnes) of litter was collected – the next litter picking will take place on A303 central reservation. <p>County Councillor Report after Item 13.</p>	<p>Cllr Flood</p> <p>Ag Item</p>
7	<p>Temporary Road Closure Notice (between Abbots Ann and Monxton from 1st February) Discussed under Item 6 above.</p>	
8	<p>Planning and Tree Work applications – Cllrs to propose a response to be submitted to TVBC relating to the following applications: Proposed Cllr Abram, seconded Cllr Teasdale.</p> <ol style="list-style-type: none"> a) 16/03195/FULLN - Single storey side extension to form utility area – Gullivers, 6 Abbots Hill, Little Ann – No objection – all agreed. b) 16/03250/FULLN & 16/03251/LBWN - Re-insertion of barn doors previously boarded over & addition of glazed door behind barn doors including replacement of the timber boarding and repainting of the cladding – Faircroft, 43-44 Monxton Road, Abbots Ann – No objection – all agreed. c) 17/00043/OUTN – Outline – Erection of up to 61,369 sqm of class B1C (Light Industrial), B2 (General Industrial), B8 (Storage and Distribution) business park buildings, access, servicing, parking and landscaping; access not reserved – Plot 5 Andover Business Park, Pioneer Road, Andover – Objection – due to lack of detail on traffic management ingress and egress from site and lack of cross correlation between the model traffic data and the real time ANPR data. All agreed. d) 17/00046/FULLN – Garden Studio – 23a Duck Street, Abbots Ann – Objection – on the grounds that it’s position is too close to the rear garden wall – all agreed. e) 17/00061/FULLN – Replacement rear conservatory – 20 Hillside, Abbots Ann – No objection – all agreed. f) 17/00100/FULLN – Ground floor extension and alterations to form annexe – 35 Hibiscus Crescent, Andover – No objection – all agreed. g) 17/00102/FULLN – Single storey front extension to provide extended kitchen and study – 2 Abbots Close, Abbots Ann – No objection – all agreed. h) 17/00176/TREEN – Prune 2 Willow trees near river; reduce dead Willow stump in driveway; light prune of Weeping Willow on opposite bank of Pillhill Brook; Ash tree reduce to 1 metre in height – Constantia Cottage, 136 Little Ann Road, Little Ann – No objection – all agreed. <p>Cllr Flood left the meeting 19.59.</p>	
9	<p>Maintenance Contract Update</p> <p>Cllr Hayter confirmed that, at the extraordinary meeting on 31st January, Councillors had reviewed the 5 submitted quotations in a closed session and Councillors were unaware of which bid related to which contractor. The recommendation from that meeting was to send an amended specification for the footpaths section to two of the contractors and decline the bids from the other three contractors. (The amendment being to reduce the number of visits to 5 in the summer and 3 in the winter for the footpaths part of the contract). Subsequently advice received from HALC is to send the amended specification to all five contractors for a revised quotation if making a change to the specification.</p>	

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	<p>Also discussed in the extraordinary meeting was whether to go to solicitor suggested to do in house – Cllr Abram agreed to provide a draft for review by Cllrs.</p> <p>Proposal to amend the specification and invite all 5 contractors to submit a revised quotation and include an hourly rate – Proposed Cllr Wells, seconded Cllr Abram, all agreed. Contractors will be given two weeks to return their revised quotation. This item to be added to the next agenda and revised quotation bids will be reviewed in a closed session.</p>	<p>Cllr Abram</p> <p>Ag Item</p>																								
10	<p>Risk Assessments</p> <p>Cllrs to review Risk Assessment documents – Cllrs reviewed 2 of the completed risk assessment documents, no comments noted. Agreed to review/approve at next meeting once all completed assessments received.</p>	<p>Cllrs Hayter/ Bleeker/ Haigh</p> <p>Ag Item</p>																								
11	<p>Storage Container Update</p> <p>Cllr Hayter confirmed he is awaiting information on contractors and pricing – ongoing.</p>	<p>Cllr Hayter/ Ag Item</p>																								
12	<p>Correspondence</p> <p>Recycling Stars – Letter received for support in publicity/promoting of recycling in Test Valley area – Clerk to ask Cllr Stallard to provide more information to Cllrs at next meeting.</p>	<p>Clerk/Cllr Stallard</p>																								
13	<p>Annual Parish Assembly (April)</p> <p>Initial discussion held regarding the Annual Parish Assembly in April. Proposed date 21st April 2017.</p> <p>Agreed date of 21st April and that the informal format from last year a good idea with perhaps a change of layout to provide more space for seating. Will be agenda items for following meetings to finalise arrangements and contact village organisations.</p>	<p>Ag Items</p>																								
(6)	<p>County Councillor Report</p> <p>Cllr Gibson reported:</p> <ul style="list-style-type: none"> • ANPR System at Andover Business Park – Cllr Gibson has asked about fines, monitoring and whether funding can be used for local highways projects. There are some funds from fines but not known yet how much. Cllr Gibson will pass the responses received to Clerk for circulation to councillors. Some discussion held regarding projects for any available funding – suggested a proper scheme for St Johns Cross reducing very dangerous junction and improving the refuge and/or bus shelter. Cllr Gibson will request funds for these two projects. • Hundred Acre roundabout – Cllrs asked for traffic volume monitoring on the roundabout to obtain hard data for future planning applications on Andover Business Park. • Red Post Lane – Clerk to pass a further copy of letter to HCC to Cllr Gibson. Cllr Gibson advised that potholes can be reported via the portal on HCC website. • Cllr Gibson is to provide some funding for a till system in the village shop. 	<p>Cllr Gibson</p> <p>Clerk</p>																								
14	<p>Finance:</p> <p>a) Cllrs to approve the Financial Statement for 1st to 31st January 2017 - Proposed Cllr Haigh, seconded Cllr Abram, all agreed.</p> <p>b) Cllrs to approve the payments to be made – Proposed LH CT all agreed.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Chq</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Chq</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>1147</td> <td>Clerks/office expenses Jan</td> <td>£124.79</td> <td>1148</td> <td>canx cheque error</td> <td>£0.00</td> </tr> <tr> <td>1149</td> <td>D Murphy Grds/Fpaths</td> <td>£200.00</td> <td>1150</td> <td>HALC Clerk training</td> <td>£48.00</td> </tr> <tr> <td>1151</td> <td>Clerk Salary Feb</td> <td>£-</td> <td>1152</td> <td>Grant to Website</td> <td>£300.00</td> </tr> </tbody> </table> <p>c) Cllrs to consider funding request for Village Website – Proposed Cllr Wells, seconded Cllr Abram, all agreed. (Item 14c was approved before Item 14b above)</p>	Chq	Payee	Amount	Chq	Payee	Amount	1147	Clerks/office expenses Jan	£124.79	1148	canx cheque error	£0.00	1149	D Murphy Grds/Fpaths	£200.00	1150	HALC Clerk training	£48.00	1151	Clerk Salary Feb	£-	1152	Grant to Website	£300.00	
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15	<p>Pension</p> <p>Cllrs to approve Pension report and procedure (report previously circulated)</p> <p>Cllrs approved the Pension report provided and draft letter. Clerk reminded Cllrs that any changes to circumstances meant the process must be reviewed. Agreed the Chairman will complete the online Declaration of Compliance before the deadline of 31st August 2017.</p> <p>Proposed Cllr Wells, seconded Cllr Abram, all agreed.</p>	<p>Chairman</p>																								
16	<p>The Next Meeting of the Parish Council will be held on 2nd March 2017 at Burghclere Down Community Centre</p>																									

Meeting closed at 21.01

Minutes were approved and signed by the Chairman at the meeting held on 2nd March 2017