

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



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

Members of the Public: 5 including Cllr M Cleugh & Cllr S Dowding from Monxton Parish Council
Minutes: Mrs Clare Cotterell – Clerk

Meeting started 19.00

The Chairman introduced the Chairman and Vice Chairman of Monxton Parish Council, Cllrs Cleugh and Dowding to the meeting.

AGENDA ITEM		ACTION
1	Apologies for Absence Apologies were received from Cllrs Flood and Gibson.	NOTED
2	Declarations of Interest None.	
3	Cllrs to agree the minutes to be an accurate record of the meeting held on 5th October 2017 – Post meeting note: It was noted that the TVBC Clean Team cleared the path opposite Poplar Farm Inn, at the request of Cllr Stallard, not HCC. - Proposed Cllr Abram, seconded Cllr Bleeker, all agreed.	
4	<p>Actions/Updates to be reported <u>Clerk's actions from meeting held on 05.10.17</u></p> <ul style="list-style-type: none"> • Item 9 – Lengthsman scheme - ongoing - still reviewing info and awaiting further info to provide a report. • Item 13 – Signage at skatepark and feedback re photos on reports - awaiting response from Vitaplay and have chased for response – Clerk attended Regional Training Seminar on 1st November so was able to have face to face conversation with Vitaplay. • Item 15 – resent quotes for The Green to Cllr Wells. <p><u>Updates:</u> Clerk has reported overgrown hedges/verges in Duck Street (ref 21316721) and West Hill (ref 21316722) to HCC. Lengthsman scheme – Clerk is still collating information and awaiting further info and will provide a report to a future meeting, in conversation with a couple of other parishes. Countrywide – Clerk reported to Countrywide that Dunkirt Lane and far end of permissive path alongside Salisbury Road needed attention. They confirmed all paths were serviced during the week ending 20.10.17. Clerk and Chairman approved cost of £280.00 + VAT for Countrywide to engage an arborist to remove a dead branch wedged approx. 40ft in tree at WMH and remove dead wood at the same time – Clerk confirmed with TVBC that planning permission was not required, TVBC just needed to be informed of the work. Cllr Doherty attended the countryside group meeting and the permissive path along Salisbury Road was mentioned. Also asked for confirmation that the bulbs to be planted are sustainable type for future years. Cllr Abram confirmed bulbs are mixture of daffodils and narcissi, but this can be changed next year if needed.</p>	
5	<p>Public Participation -<i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i></p> <p>The Vicar, Katrina Dykes – asked for an update on the work with the paths in the Churchyard and expressed concerns with safety as paths are uneven and covered with moss and weeds. The Chairman confirmed that he has asked a contractor to attend to give professional advice as to the requirements. Headstones were also mentioned and will be discussed again at the next Burial Ground Committee meeting. A representative from the PCC will be invited to the committee meeting. Clerk confirmed that the Maintenance Contractor will be monitoring the condition of the paths and treating with weed/moss killer when required.</p> <p>Gordon Howard, Churchwarden, provided a copy of the Faculty to inter ashes into the closed churchyard and passed this to the PC. Agreed PC can publish the copy on the website and confirmed the administration of the interment of ashes in the Churchyard is the responsibility of PCC.</p>	<p>Cllr Hayter/BG Committee</p> <p>Clerk</p>
6	<p>Borough and County Councillors Reports Cllr Stallard reported:</p> <ul style="list-style-type: none"> • The temporary swimming pool opened on 20th October 2017 • Car park charges in Test Valley are to be frozen 	

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	<ul style="list-style-type: none"> • Council Tax – expected to increase by £5 per year for Band D level. • SHELAA – Information expected to be received soon by Parish Councils including a landowners wishlist – Cllr Stallard recommends that Cllrs have a look at the information. • War Memorial Hall AGM was held on 1st November, there is to be a new telephone directory for the village. It was noted that the minutes of the AGM could be published on village website. 	
8	<p>Item 8 (brought forward) Proposed Development of Manor Farm Cllrs to review policy on Pre-Planning consultation in respect of Manor Farm.</p> <p>AAPC has received an email from Paul Jackson, Head of Planning at TVBC, promoting a proposed development of approx. 15 houses at Manor Farm. This site is currently a steel fabrication site with large lorries accessing and exiting the site primarily through Monxton. A pre-pre-application consultation meeting has been proposed by Paul Jackson between MPC, AAPC, Paul Jackson and the applicant/architect. Cllrs Cleugh and Dowding provided the background of Monxton PC's perspective to the meeting. Monxton PC would like AAPC to support and attend the meeting. Abbots Ann currently has a policy within its standing orders not to engage in pre-application planning consultations.</p> <p>After an extensive discussion it was proposed to decline to attend the open meeting with MPC, Paul Jackson (TVBC) and the proposed applicant/architect. But to offer to meet with MPC, Paul Jackson (TVBC), TVBC and HCC Cllrs only, and to clarify current approval for the site's use, limitations for vehicular access, future potential restrictions linked to planning, highways view on use of road for the types of vehicle and likelihood of future infilling between the proposed development and Abbots Ann - Proposed Cllr Doherty, seconded Cllr Bleeker, voted 6 for and 1 against – Proposal carried. Cllr Hayter to respond with the resolution to Paul Jackson at TVBC.</p>	Cllr Hayter
7	<p>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications: Proposed Cllr Abram, seconded Cllr Teasdale.</p> <ol style="list-style-type: none"> a) 17/02489/TPON – White Beam (T1) – Reduce & shape White Beam by 1.5m. Cherry Tree (T2) – Reduce & shape by 2m – 3 Gilberts Mead Close, Anna Valley – No Objection - all agreed. b) 17/02470/ADV N – Installation of two fascia signs, one hanging sign & car park directional signs – The Poplar Farm Inn, Old Salisbury Road, Abbots Ann – No Objection - all agreed. c) 17/02501/LBWN – Installation of replacement illuminated & non-illuminated signs to exterior of the building – The Poplar Farm Inn, Old Salisbury Road, Abbots Ann – No Objection - all agreed. d) 17/02399/FULLN – Erection of detached carport – Quippini Cottage, 113 Salisbury Road, Abbots Ann Down – No Objection - all agreed. e) 17/02687/TREEN – T1 White Beam – Crown reduce by 1m, T2 Prunus – Crown reduce by 1m, T3 White Beam – Crown reduce by 1m – Bywaters, Duck Street, Abbots Ann – No Objection - all agreed. f) 17/02576/FULLN & 17/02577/LBWN – Replacement of outbuilding with single storey extension to provide kitchen & breakfast area, replacement rear extension to provide family/living room with bathroom over; internal & external alterations to dwelling (Amended scheme) – Faircroft, 43-44 Monxton Road, Abbots Ann – Objection - On the grounds that inappropriate exterior materials are visible from outside the plot impacting the character and the surrounding area – All agreed. g) 17/02709/TREEN – Fell T1 – Holly – Kallehult, Church Road, Abbots Ann – Objection – agreed to submit Tree Warden's comments as follows: "This application is confusing, as it refers to a holly tree T1, yet the map shows two trees T1 & T2. T2 is not referred to but is probably another holly as a visual inspection indicates that there is more than one holly at this location and it is not entirely clear which it is intended to have removed. A lot of trees have been removed from alongside this footpath in recent years (all within the properties of Church View and Kallehult) and I would not like to see further trees removed unless TVBC's tree officer agrees with the applicant that the tree is in poor health" - All agreed. h) 17/02665/FULLN - New porch to front elevation – Pendene, Dunkirt Lane, Abbots Ann – No Objection - all agreed. i) 17/02719/FULLN & 17/02720/LBWN - Increase height of two existing 	

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	chimneys by replacing chimney pots to achieve 1.8m above thatch ridge line – Pollyanna, Little Ann Road, Little Ann – No Objection - all agreed.																	
9	Planning Appeal for Plot 5, Andover Business Park (17/00043/OUTN) Cllrs to consider a representative to attend a meeting regarding the appeal process – Test Valley Council Offices - 2pm – 21st November 2017. Cllr Hayter agreed to attend the meeting and feedback after. Other Cllrs could also attend if available.	Cllr Hayter																
10	Sportsfield Committee (SFC) Agreement Cllrs to consider an interim annual agreement between SFC and Parish Council. Concerns were expressed that the SFC have not moved forward to become a charity or formal association and it was felt that until this happened then there was no organisation with which to form an agreement. It was noted that the SFC do a lot of good work running events and offering sports facilities. After discussion it was agreed to take an action to invite SFC to the next PC meeting to provide an update on their timeline for forming a charity or association. Cllrs Hayter and Bleeker to offer to meet with SFC before the next meeting.	Cllrs Hayter/ Bleeker/ AG item																
11	Fencing for The Green/Wildflower Meadow Cllrs to review quotations for approval. Cllr Wells advised one contractor didn't meet the original specification required and quoted £9,500.00. The other two were £7,850.00 and £2,655.00. Cllrs resolved to accept the quote of £2655.00 from Abbots Ann Fencing & Property Services (AAFPS) - Proposed Cllr Wells, seconded Cllr Abram, all agreed. Cllr Wells to instruct AAFPS and provide Clerk with a copy of the paperwork.	Cllr Wells																
12	Correspondence a) Draft Revised Statement of Community Involvement in Planning Matters 2017 – Public Consultation – Cllrs to consider comments to be submitted to the consultation – submission deadline 24 th November 2017 – Cllrs agreed to not submit comments to this consultation. b) Community Governance Review – Correspondence received – TVBC officers will provide a briefing at TVAPTC meeting on 23 rd November at 7.30pm Kings Somborne – Cllrs to consider sending a representative – Agreed that Cllr Bleeker will attend and Cllrs Teasdale and Doherty may also be able to attend.	Cllrs Bleeker/ Teasdale/ Doherty																
13	Finance: a) Cllrs to approve the Financial Statement for 1 st to 31 st October 2017 - Proposed Cllr Abram, seconded Cllr Wells, all agreed. b) Cllrs to approve the following payments to be made. Proposed Cllr Wells, seconded Cllr Bleeker, all agreed. <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>Clerks/office expenses (Oct)</td> <td style="text-align: right;">£59.58</td> <td>Clerk Salary – Nov (S/O)</td> <td style="text-align: right;">£-</td> </tr> <tr> <td>HALC Officers Update (Audit)</td> <td style="text-align: right;">£24.00</td> <td>SLCC Training Seminar</td> <td style="text-align: right;">£55.20</td> </tr> <tr> <td>Countrywide Grds Main (Oct)</td> <td style="text-align: right;">£934.00</td> <td>B Sims Fuel Grass cutting (Chq 15)</td> <td style="text-align: right;">£144.28</td> </tr> </tbody> </table> c) Cllrs to approve cost of cutting back hedge on the north boundary of The Green – cost £180.00 + VAT – Proposed Cllr Wells, seconded Cllr Abram, all agreed. Clerk reported that the southern edge also needs cutting back. Action: to ask Countrywide for a quote.	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerks/office expenses (Oct)	£59.58	Clerk Salary – Nov (S/O)	£-	HALC Officers Update (Audit)	£24.00	SLCC Training Seminar	£55.20	Countrywide Grds Main (Oct)	£934.00	B Sims Fuel Grass cutting (Chq 15)	£144.28	Clerk
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14	Cllrs to review draft Budget document for 2018/19 a) Cllrs to review and approve the budget for 2018/19 – Agreed to approve the Budget document for 2018/19 – Proposed Cllr Wells, seconded Cllr Abram, all agreed. Resolved to extend the meeting by 15 minutes – Proposed Cllr Teasdale, seconded Cllr Haigh, all agreed. b) Cllrs to agree the Precept demand for 2018/19 – Resolved to set the precept at £28 for Band D equivalent and the Precept demand for 2018/19 = £27,860.00 - Proposed Cllr Wells, seconded Cllr Bleeker, all agreed. c) Cllrs to review and agree the arrangement for calculating the reserve – Cllrs resolved to calculate the reserve as 3 months of operational spend and amend the financial regulations item 3.6 accordingly – Proposed Cllr Wells, seconded Cllr Bleeker, all agreed.	Clerk																
15	Next Meeting – 7th December 2017 at 7pm – Burghclere Down Community Centre.																	

Meeting closed at 21.13

These minutes were approved and signed by the Chairman at the Council meeting held on 7th December 2017