



**ABBOTTS ANN PARISH COUNCIL**  
**Minutes from the Meeting**  
**held on Thursday 6<sup>th</sup> February 2020 at 19:00**  
**at War Memorial Hall, Abbots Ann**

	<ul style="list-style-type: none"> <li>Apprentice Scheme – vacancies are advertised on TVBC website.</li> </ul> <p><u>Cllr Gibson reported:</u>  HCC Council Tax is rising by 3.6%, 2% to Adult Social Care.  Library consultation is going on – 37 are closing.  Wheelabrator – Keep Testvalley Beautiful’s Love Run is taking place on Sunday 9<sup>th</sup> February.  Highways are behind on drainage and potholes.  Cllr Gibson confirmed he would not be standing in the 2021 election and the election process is about to start.</p>	
<b>7</b>	<p><b>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications:</b></p> <p>a) 20/00062/PDQN - Notification for approval under class Q - Change of use of agricultural building to single dwelling - Land Adjacent 25 Cattle Lane Abbots Ann – <b>No Objection</b> – Proposed Cllr Jordan, seconded Cllr Roberts, voted 6 for and 1 against - <u>Proposal carried</u>.</p> <p>b) 20/00230/FULLN &amp; 20/000231/LBWN – Repair of Grade II listed house including, replacement of damaged or rotten timbers with fabric, doors windows ceilings &amp; floors &amp; new lime plaster finishes – Mill House 101 Mill Lane Abbots Ann – <b>No Objection</b> – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</p>	
<b>8</b>	<p><b>Drainage</b></p> <p>Cllrs to discuss persistent problems with HCC and Southern Water drainage and agree any action required.</p> <p>Residents spoke about sewerage backing up into house, Southern Water have visited them and other houses affected. Residents would like PC support.</p> <p>Cllrs discussed the problems across several locations in the village – HCC road drains are blocked and lack capacity. Southern Water sewerage and waste water drains backing up due to blockages and lack of capacity.</p> <p>Cllrs discussed options including a multi-agency meeting with Environment Agency/Hampshire Wildlife Trust/TVBC/HCC/Southern Water, other parishes and the possibility of involving the MP. Cllrs agreed for Cllr Jordan to draft an Action plan.</p> <p>Clerk to ask neighbouring parishes if they have similar problems, what they may have already done and if they have lead Cllr for contact.</p> <p>The Chairman thanked the residents for bringing the problem to the attention of the PC.</p>	<p><b>Cllr Jordan</b></p> <p><b>Clerk</b></p>
<b>9</b>	<p><b>Village Shop</b></p> <p>Cllrs to approve a letter of support for village shop grant application – Proposed Cllr Jordan seconded Cllr Howard, all agreed.</p>	<p><b>Clerk/Cllr Jordan</b></p>
<b>10</b>	<p><b>Burial Ground Regulations</b></p> <p>Cllrs to review and approve Burial Ground Regulations and Appendix.</p> <p>Cllrs approved the Burial Ground Regulations and Appendix – Proposed Cllr Jordan, seconded Cllr Roberts, voted 5 for and 2 abstained – <u>Proposal Carried</u>. The Chairman thanked Cllr Howard and the Clerk for their work on the review of the Regulations. Clerk to update Appendices before publishing Regulations.</p>	<p><b>Clerk</b></p>
<b>11</b>	<p><b>Vision Statement and Social Media Policy</b></p> <p>a) Cllrs to review and approve the AAPC Vision Statement – Cllrs agreed to defer approval of the statement for the time being.</p> <p>b) Cllrs to review and adopt a Social Media Policy – Policy adopted but Cllrs agreed not to implement a Facebook page yet – Proposed Cllr Jordan, seconded Cllr Perkin, all agreed.</p>	
<b>12</b>	<p><b>Sportsfield and Pavilion</b></p> <p>a) Cllrs to review the Sports &amp; Recreation Team working group report and agree actions required – After discussion about the report the following proposals were voted upon:</p> <ol style="list-style-type: none"> <li>To change locks and keys to be held by Cllr Coffey – Proposed Cllr Coffey – <u>proposal not carried</u>. Cllr Coffey proposed changing locks to a passcode lock, seconded Cllr Roberts, voted 5 for, 2 against – <u>Proposal carried</u>.</li> <li>To set up working group with constitution and representatives from PC and Friends – Proposed Cllr Coffey, seconded Cllr Roberts, voted 4 for, 2 against – <u>Proposal carried</u>.</li> <li>To ask Kelly Jenkins to act as unofficial caretaker for the foreseeable future –</li> </ol>	<p><b>Cllr Coffey</b></p> <p><b>Cllr Coffey</b></p> <p><b>Cllr Coffey</b></p>

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	<p>Proposed Cllr Coffey, seconded Cllr Roberts, all agreed.</p> <p>4. To ask Henry Johnson to submit up to date accounts for end of March – Proposed Cllr Coffey, seconded Cllr Howard, all agreed.</p> <p>5. Utility bills to be paid by DD – Proposed Cllr Coffey, seconded Cllr Roberts, all agreed.</p> <p>The Chairman asked that the audio recording of the meeting be retained for a period of one year.</p> <p>Cllr Howard proposed extending the meeting by 30mins – Proposed Cllr Howard, seconded Cllr Jordan, voted 6 for, 1 against – <u>Proposal carried.</u></p> <p>b) Cllrs to review access arrangements for the Pavilion and Sports Field – This item was covered under 12a.</p> <p>c) Cllrs to review electrician’s report and comments and agree actions required – Item deferred.</p>	<p><b>Cllr Coffey</b> <b>Clerk</b></p> <p><b>Deferred Ag Item</b></p>																								
<b>13</b>	<p><b>Grounds Maintenance Contract</b></p> <p>Cllrs to consider any further action required for the Grounds Maintenance Contract.</p> <p>Cllr Jones proposed minor amendments to the specification, the inclusion of a coloured map, pricing schedule and invitation letter. Clerk to issue invitation to quote to prospective contractors - Proposed Cllr Jones, seconded Cllr Roberts, all agreed. The Chairman thanked Cllr Jones for her work.</p>	<b>Clerk</b>																								
<b>14</b>	<p><b>Finance</b></p> <p>a) Cllrs to approve the Financial Statement for 1<sup>st</sup> to 31<sup>st</sup> January 2020 – Proposed Cllr Jordan, seconded Cllr Howard, all agreed.</p> <p>b) Cllrs to approve the following payments to be made – Proposed Cllr Jordan, seconded Cllr Jones, voted 6 for 1 abstained – <u>Proposal carried.</u></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 (Jan)</td> <td style="text-align: right;">£41.86</td> <td>Clerk salary (Feb)</td> <td style="text-align: right;">£837.38</td> </tr> <tr> <td>Countrywide Grds (Jan)</td> <td style="text-align: right;">£957.35</td> <td>AA Village shop – Pavilion</td> <td style="text-align: right;">£28.00</td> </tr> <tr> <td>RGA_Landscaping</td> <td style="text-align: right;">£263.00</td> <td>G Light – Electrical inspection</td> <td style="text-align: right;">£190.00</td> </tr> <tr> <td>Vitaplay Ltd – Inspections</td> <td style="text-align: right;">£235.20</td> <td></td> <td></td> </tr> <tr> <td colspan="4"><u>Bank Balance as at 31<sup>st</sup> January 2020 - £38,738.56</u></td> </tr> </tbody> </table>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerk office/expenses (Jan)	£41.86	Clerk salary (Feb)	£837.38	Countrywide Grds (Jan)	£957.35	AA Village shop – Pavilion	£28.00	RGA_Landscaping	£263.00	G Light – Electrical inspection	£190.00	Vitaplay Ltd – Inspections	£235.20			<u>Bank Balance as at 31<sup>st</sup> January 2020 - £38,738.56</u>				
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<b>15</b>	<p><b>Meetings</b></p> <p>a) Cllrs to agree arrangements for the Parish Assembly – Cllrs agreed to hold the Parish Assembly on 15<sup>th</sup> May 2020 – Cllr Jordan to circulate draft proposals for Cllrs comments and ideas for review at next meeting.</p> <p>b) Date of next meeting - Thursday 5<sup>th</sup> March 2020 - 7pm – War Memorial Hall, Abbots Ann. Cllrs Roberts and Coffey gave their apologies for the March meeting.</p>	<b>Cllr Jordan/ Cllrs Ag item</b>																								
<b>16</b>	<p><b>To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of Burial Ground matters of a sensitive nature. Proposed Cllr Jordan, seconded Cllr Roberts, voted 6 for and 1 abstained.</b></p> <p>A request was received to inter ashes in a burial plot – After discussion Cllrs approved the request due to the exceptional circumstances - Proposed Cllr Jordan, seconded Cllr Howard, voted 6 for, 1 abstained – <u>Proposal carried.</u></p>																									

**Meeting closed at 21.28**

**These minutes were approved and signed by the Chairman at the meeting held on 5<sup>th</sup> March 2020**