

AWBRIDGE PARISH COUNCIL

Minutes of the meeting held in Awbridge Village Hall, Romsey Road, Awbridge SO51 0HG on Thursday, 6th July 2017 at 7.30pm

Present: Cllrs Allen (**PA**) (Chair), Daley (**CD**), Hawthorne (**AH**), Jackson (**GJ**), Jones (**TJ**), Legon (**PL**), Wheeler (**SW**)

In attendance: 5 Members of the public, TVBC Councillors Gordon Bailey (**GB**), Nick Adams-King (**NAK**)

Apologies: Councillor Roy Perry, Hampshire County Council

Clerk: Ian Milsom

Action

1.	17/069	Welcome and apologies for absence Apologies as above GJ joined the meeting at 8.05 TJ left the meeting at 8.50 NAK joined the meeting at 8.30	
2.	17/070	Public observations/questions on agenda items To suspend the business of the Council to allow members of the public to make observations or put questions to the Council about items on the agenda. Two questions were raised relating to Neighbourhood Planning: Q. Is Awbridge in a neighbourhood planning area? A. There are no exclusively designated areas for NP. Q. What is the timescale for producing a neighbourhood plan? A. Around eighteen months.	
3.	17/071	Hampshire County Councillor, Test Valley Borough Councillor, PCSO and Clerk's reports To receive written and verbal reports. GB talked briefly about the new ward and parish boundaries and their impact locally.	
4.	17/072	Declarations of interest Members are asked to declare any interest, and the nature of that interest, which they may have in any of the items under consideration at this meeting. No declarations made.	
5.	17/073	Minutes <i>1. To confirm the minutes of the meeting held on 11th May 2017.</i>	

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		<p>Proposed by TJ, Seconded by CD, that the minutes be accepted as an accurate record of the business conducted.</p> <p>Resolved</p> <p>II. To confirm the minutes of the annual meeting of the Parish council held on 25th May 2017</p> <p>Proposed by TJ, Seconded by CD That the minutes be accepted as an accurate record of the business conducted.</p> <p>Resolved</p> <p>III. Information update on items from the meeting on 11th May 2017 not on the agenda or in the work plan</p> <p>No issues to update.</p> <p>IV. Information update on items from the annual meeting of the Parish council held on 25th May 2017 not on the agenda or in the work plan</p> <p>The clerk confirmed that the emergency telephone number for Southern Water included in the information sheet previously circulated in Awbridge News was incorrect. The correct number, 0330 303 0368, will be highlighted in the PC contribution to the August edition of Awbridge News.</p>	
6.	17/074	<p>Danes Road Proposal</p> <p>To review the current situation and to consider whether any action is required by Council</p> <p>The written information supplied by the proposer on 8 June, and previously circulated to Members, was noted and appears as Appendix 1 to these minutes.</p> <p>Following discussion, it was agreed that in the absence of a formal planning application, the proposal remained speculative and no action was required by Council now.</p>	
7.	17/075	<p>Traffic Calming</p> <p>a. To hear updates on:</p> <p>a. 40mph sign on Dunbridge lane</p> <p>PA informed that this issue had been raised by two residents of Dunbridge Lane.</p> <p>The clerk advised that an initial enquiry has been raised with the highway authority regarding the criteria for a traffic regulation order, which would be required to alter the speed limit. A response is awaited.</p> <p>Doubt was raised as to whether a 40MPH speed restriction would have any affect, as, due to the</p>	

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		<p>configuration of Dunbridge Lane, it is difficult to achieve speeds much greater than this</p> <p>CD reminded that in previous discussions concerning traffic calming in Awbridge, County Councillor Roy Perry had advised that a holistic approach to problems, rather than an ad hoc, piecemeal focus on individual issues, was more likely to be successful.</p> <p>b. Siting of speed camera in Lockerley Road, by Kent's Oak</p> <p>The clerk advised that an enquiry has been submitted to the Police via the PCSO, who has agreed to obtain information and to advise further in due course. This following a Road Traffic Accident (RTA) in Lockerley Road when several young people were injured. However, the PSCO has recited information supplied to her by a colleague, indicating that speed cameras have usually only been installed at sites where there has been a fatal RTA. CD felt that this is something which could be added, under comments, to a holistic traffic calming plan.</p> <p>c. To discuss the merits of 'child bollards' as a traffic calming measure, and to reach a decision regarding their installation near to Awbridge School.</p> <p>This was discussed in some depth. CD advised he had contacted Awbridge Primary School, who were not in favour, making it clear they preferred a holistic approach to the traffic congestion and road safety issues around the school.</p> <p>It was proposed by PA, seconded by SW that child bollards be dropped as a possible solution to traffic speeding near to the school. Resolved.</p> <p>PA sought a round-table view from Members regarding the approach to traffic calming, which revealed that there was not unanimous agreement on how to proceed. PA then asked Members to vote on two options, details of which are recorded immediately below.</p> <p>1. Proposed by CD, seconded by TJ, create a holistic traffic calming plan for submission to the relevant agencies. Five (5) in favour, two (2) against. Resolved.</p> <p>CD offered to collate the information required to create a traffic calming plan.</p> <p>2. Proposed by PA, Seconded by CD, focus on individual projects, e.g. speed limit reduction in Dunbridge Lane. One (1) in favour, 6 (Six) against. Not Resolved.</p>	
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8.	17/076	<p>Work plan (<i>Standing Item</i>)</p> <p>To review and update plan as appropriate.</p> <p>The Clerk circulated an updated and condensed version of the work plan, explaining that details would be transferred to an annual action plan for presentation at the August meeting.</p> <p>Details of progress/work completed will in future be contained in meeting minutes.</p> <ul style="list-style-type: none"> • It was agreed that the clerk will contact the Highway Engineer to chase re-seeding of the grass verges along Cowleas cottages. • Production of 'Exploring Awbridge' leaflet. GJ advised that a meeting has been scheduled with a graphics designer. • Renovation of Telephone Box. Clerk to instruct the lengthsman to paint the box. <p>SW mentioned the valuable worked carried out by the Hampshire County Council sponsored and equipped volunteers who have been cutting vegetation around stiles.</p>	<p>Clerk</p> <p>Clerk</p>
9.	17/077	<p>Neighbourhood Planning & Community Facilities</p> <p>1. Neighbourhood Planning. To hear a verbal update and to consider whether there should be any Council input at this stage.</p> <p>CD provided an overview of neighbourhood planning and the background to the Council's research into the process involved. Stressed the importance of a neighbourhood plan as a means for parishioners to influence developments in the parish, including the size and design of housing development. Although the creation of a neighbourhood plan must be a community-led process, there is a role for the Council to kick-start the process and to provide a steer based on its knowledge, gained through consultation, of what the community wants.</p> <p>CD advised that two volunteers have stepped forward to start the process, and that he will be liaising with and supporting them as the Council's representative.</p> <p>GB explained that 'Banksia' would still have gone ahead even if a NP had been in place, because it is in the Awbridge development envelope. However, a NP could stop major developments outside the development envelope, unless promoted by parishioners and supported by the parish council.</p> <p>CD agreed that the NP volunteers would come to the September meeting to advise of progress.</p>	<p>CD</p>

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		<p>2. Community Facilities. To receive a verbal update and to consider and agree any further action by Council.</p> <p>CD reminded Council that information relating to community facilities has been gleaned from consultation with groups within the parish. This will be passed to the NP volunteers and will be incorporated within the framework of the neighbourhood plan.</p>	
10.	17/078	<p>Financial and Administrative (<i>Standing Item</i>)</p> <p>1. Budget expenditure report To receive a statement of receipts and payments for the quarter April – June 2017, with explanation of any significant variances.</p> <p>The report circulated in advance of the meeting was noted and is attached as Appendix 2 to these minutes.</p> <p>2. Internal audit report 2016/17 This was noted and a copy is attached as Appendix 3 to these minutes.</p> <p>3. Bank reconciliation Non-account signatory to check bank reconciliation at 30 June 2017, approve and sign</p> <p>A copy of the reconciliation was circulated, with supporting documents, to every Member prior to the meeting. A copy of the bank reconciliation, showing details of bank account balances and net cash in hand, is attached as Appendix 4 to these minutes.</p> <p>4. Cheque payments It was proposed by CD, seconded by SW that the cheque payments detailed at Appendix 5 of these minutes be approved. Resolved.</p> <p>5. To authorise expenditure on Councillor ID Cards CA explained the context to this item, feeling that it was preferable if each Member had an ID card should it in future prove necessary to call at parishioners homes to obtain their views on issues affecting the community.</p> <p>The clerk advised that the approximate unit cost would be £3.50, plus the cost of passport-style photos.</p> <p>During discussion, a concern was raised that the veracity of the ID cards could be challenged. It was subsequently proposed by AH, seconded by CD that the clerk contact Test Valley Borough Councillors Nick Adams-King and Gordon Bailey to ascertain whether the parish council</p>	Clerk

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		<p>could take advantage of Test Valley Borough Council's system of staff ID card authorisation.</p> <p>6. Human Resources To receive a verbal update on any human resource issues.</p> <p>CD advised that he and PA had met recently with the Clerk, when the annual appraisal process was completed. The clerk's salary was also discussed. A brief, written, report will be made available to Members at the August 2017 meeting.</p>	CD/PA
11.	17/079	<p>Planning (Standing Item) To consider planning applications notified to the Council</p> <p>17/01597/FULLS Berriedael, Church Lane, Awbridge SO51 0HN New site entrance gates with brick piers The clerk made Council aware of an objection submitted to the Planning Authority by a resident of Church Lane, and circulated copies to Members</p> <p>Following discussion, it was proposed by CD, seconded by GJ, that Council's response be 'No Objection'. Resolved.</p> <p>17/01471/FULLS Drogheda Stanbridge Lane Awbridge SO51 0HF Construction of a hexagonal garden building for use as an astronomical observatory/summerhouse</p> <p>Following discussion, it was proposed by PA, seconded by GJ, that Council's response be 'No Objection'. Resolved.</p>	<p>Clerk</p> <p>Clerk</p>
12.	17/080	<p>Date of next ordinary meeting of Council and items for the agenda The next ordinary meeting of the Parish Council will be held on Thursday 17th August 2017, commencing at 7.30pm in the Village Hall.</p> <p>A meeting of the Parish Council Planning Committee is scheduled for Thursday, 27th July 2017. This will only go ahead if planning applications have been received for comment. Members of the public/press should check Parish Council notice boards, and its website, for confirmation nearer the time.</p> <p>The Meeting finished at 9.15</p>	

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