

## AWBRIDGE PARISH COUNCIL

### Minutes of the meeting of the Council held on Zoom Video Conferencing on Thursday, 25<sup>th</sup> June 2020 at 7.30pm

**Present:** Cllrs Jackson (Chair) (**GJ**), Coggon (**DC**), Sheppard (**AS**), Allen (**PA**), Legon (**PL**)

**Apologies:** Cllr Seymour (**KS**) (Vice Chair), Cllr Adams-King

**Clerk:** Ian Milsom

#### Action

|           |              | <b>STANDING ITEMS</b>   |                                      |
|-----------|--------------|---|--------------------------------------|
| <b>1.</b> | <b>45/20</b> | <b>Welcome, apologies for absence and declarations of interest</b><br><b>GJ</b> welcomed everyone to the meeting. No declarations of interest were made.  |                                      |
| <b>2.</b> | <b>46/20</b> | <p><b>Parishioner questions</b></p> <p>There were no parishioners present and no enquiries had been received from members of the public.</p> <p><b>GJ</b> updated on the area of land at the site of the old duck pond. Hampshire County Council will be levelling and re-seeding this next week. <b>PL</b> undertook to take some photographs of the completed work and circulate to Members.</p> <p><b>PA</b> suggested that the land in question be used as a car park for parents setting down/picking up pupils at Awbridge Primary School. This led to a brief discussion about how effectively the School seeks to ensure that parents park responsibly. <b>DC</b> was in favour of making the piece of land a feature of the village and suggested that the Parish Council could look at enhancing this at some stage.</p> <p><b>PA</b> asked for details of any progress with Southern Water in relation to the low fire hydrant water pressure in the village, which became apparent following a household fire. During the ensuing discussion, it was suggested that fire hydrant water pressure in Awbridge is around 1 bar, well below the standard for attacking fires. <b>GJ</b> advised that Hampshire Fire and Rescue Service, in conjunction with Southern Water, are responsible for ensuring that fire hydrants supply water at a sufficient pressure to attack fires. <b>PA</b> requested that this issue be placed as a regular agenda item pending a satisfactory outcome.</p> | <p><b>PL</b></p> <p><b>Clerk</b></p> |
| <b>3.</b> | <b>47/20</b> | <p><b>Minutes</b></p> <p>I. To confirm the minutes of the Annual Parish Council meeting held on 14<sup>th</sup> May 2020</p>  |                                      |

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|           |              | <p>It was proposed by <b>DC</b>, seconded by <b>AS</b> that the minutes be approved as an accurate record of the business conducted.</p> <p><b>RESOLVED</b></p> <p>II. Matters arising from the minutes of the Annual Parish Council meeting held on 14<sup>th</sup> May 2020.</p> <ul style="list-style-type: none"> <li>• Various tasks passed to Lengthsman<br/>It was noted that repairs to the stile between the village hall field and Hansard's field have not yet been carried out. The clerk to inform <b>KS</b> and ask that Hansard be informed of the planned repair.</li> <li>• Referral to Hampshire Highways of condition of land at old duck pond, Awbridge<br/>This was covered under item 46/20 above.</li> <li>• Signing of Lengthsman contract. The clerk confirmed that this had been signed and returned to the lead council (Stockbridge Parish Council)</li> <li>• Bank account for Community Infrastructure Levy monies. The clerk advised that a further separate account with NatWest is not an option.</li> <li>• CIL expenditure ideas<br/><b>DC</b> suggested that other than possible improvements to the land around the old duck pond, CIL expenditure be placed on hold until the direction of the pandemic is clearer.<br/><br/><b>GJ</b> identified Test Valley Borough Council CIL Fund as a possible source of finance for parking improvements at Cowleas Cottages</li> <li>• Purchase of Scottish and Welsh national flags<br/>The clerk confirmed that these have been purchased and received.</li> </ul> | <b>Clerk</b> |
| <b>4.</b> | <b>48/20</b> | <p><b>Planning</b></p> <ol style="list-style-type: none"> <li>1. To consider planning applications notified to the Council (See Appendix 1)<br/>The clerk advised that no planning applications have been received for consideration.</li> <li>2. Neighbourhood Development Plan update<br/>No further update currently.</li> <li>3. Church Lane development update<br/>It was noted that a formal planning application has now</li> </ol>   |              |

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|           |              | <p>been submitted. In line with comments made at the public meeting, the number of dwellings has been reduced from four to three, and the plans incorporate a public area.</p> <p>There was a general discussion regarding the parish council's scope of influence in relation to the proposed Church Lane development.</p>  |   |
| <b>5.</b> | <b>49/20</b> | <p><b>Financial and Administrative</b></p> <p><b>a.</b> To approve Section 1 (Annual Governance Statement 2019/20) of the Annual Return<br/>It was proposed by <b>PA</b>, seconded by <b>GJ</b> that this be approved. <b>RESOLVED</b></p> <p><b>b.</b> To approve Section 2 (Accounting Statements 2019/20) of the Annual Return It was proposed by <b>PA</b>, seconded by <b>GJ</b> that this be approved. <b>RESOLVED</b></p> <p><b>c.</b> To authorise payments. It was proposed by <b>GJ</b> seconded by <b>PA</b> that the payments listed at Appendix 2 be approved. <b>RESOLVED</b></p> <p><b>d.</b> To approve the revised Risk Schedule.<br/>This was discussed in some detail. <b>PL</b> felt that there should be additional information as to the level of risk following mitigation measures. <b>PL</b> agreed to action this.</p> <p><b>e.</b> Financial reporting<br/>Various financial reports were received and noted and are attached as appendices to these minutes. (App.3 – App.5/3)</p> <p>The current account bank reconciliation (£8004.15) was approved and signed by <b>GJ</b> and the clerk.</p> | <b>PL</b>                               |
|           |              | <b>OTHER BUSINESS</b>  |   |
| <b>6.</b> | <b>50/20</b> | <p><b>Section 137 of the Local Government Act 1972 Payments</b></p> <p><b>Purchase of 'Please do not park on or cross the verge' signage.</b></p> <p><b>GJ</b> proposed the purchase of these signs for the grassed area at Cowleas cottages.</p> <p>It was agreed that residents at Cowleas Cottages be approached for their views on the proposed signs. The clerk to obtain a per unit cost for smaller signs.</p> <p><b>Carry forward to August 2020 meeting.</b></p>  | <p><b>Clerk</b></p> <p><b>Clerk</b></p> |

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| 7. | 51/20 | <p><b>Section 137 of the Local Government Act 1972 Payments</b></p> <p><b>Purchase of village gateway signs</b><br/> <b>GJ</b> proposed these be purchased and sited, with the necessary Highways/Planning Authority permissions, at the four road entrances to the village.</p> <p>Prior to the meeting, the clerk circulated various designs and costings for village gateway sign carriers supplied by Glasdon Limited. Signs are not included and would represent an additional cost, as would the erection of the signs at the chosen locations. There will be ongoing maintenance costs for these items.</p> <p>After discussion, it was proposed that this proposal be subject to a consultation with parishioners. <b>Agenda item for August meeting.</b></p> <p><b>Community Infrastructure Levy (CIL)</b><br/> It was proposed by <b>GK</b> that the council agree in principle to apply to Test Valley Borough Council for CIL funding for the proposed parking scheme at Cowleas Cottages. <b>Carried forward – see item 47/20 ii.</b></p> | Clerk |
| 8. | 52/20 | <p><b>Date of next meeting</b><br/> To agree date and to receive items for the agenda and for the Lengthsman's worksheet.</p> <p>Date agreed as Thursday, 6<sup>th</sup> August. The format of the meeting, i.e. Zoom, or face-to-face in village hall, will be decided nearer to the time when more information about the current position with Covid-19 is known.</p> <p><b>PL</b> asked that the Lengthsman look at the bench on Danes Road, opposite Church Lane, with a view to carrying out repairs.</p>   |       |
|    |       | <b>The meeting closed at 8.50pm</b>  |       |

**Appendix 1****Planning Applications**

None received at date of production of this agenda.

**Previous Applications**

20/00721/FULLS. Green Pastures Lockerley Road Awbridge SO51 0HH. Erection of extension to existing outbuildings to form storage area/feed barn. PERMISSION subject to conditions & notes.

**Appendix 2****BACS payments for authorisation**

| <b>Date</b> | <b>Payee</b>      | <b>Amount</b> | <b>Reason</b>       |
|-------------|-------------------|---------------|---------------------|
| 11/06/20    | Simon Nightingale | £76.88        | SLR Maintenance     |
| 12/06/20    | IONOS             | £81.00        | Website hosting     |
| 06/07/20    | Ian Milsom        | £977.69       | Salary April - June |
| 06/07/20    | HMRC              | £236.40       | PAYE April - June   |
| 23/06/20    | Came & Co         | £436.56       | Insurance           |