

AWBRIDGE PARISH COUNCIL

Minutes of the meeting of the Council held on Zoom Video Conferencing on Thursday, 2nd April 2020 at 7.30pm

Present: Cllrs Jackson (Chair) (**GJ**), Seymour (**KS**) (Vice Chair), Coggon (**DC**),
Adams-King (**NAK**), Sheppard (**AS**), Allen (**PA**)

Clerk: Ian Milsom

Action

STANDING ITEMS

1. 22/20 Welcome, apologies for absence and declarations of interest

GJ Welcomed everyone to the meeting. No declarations of interest were made.

2. 23/20 Parishioners questions

The clerk advised that information had been published on the Parish Council's website advising the public that due to Covid-19, meetings of the Council would be held via online conferencing using the Zoom platform. Members of the public were invited to use the contact facility on the Council's website to submit questions or raise issues of concern. The clerk advised that no contact from the public had been received.

Facilities for public involvement at future online meetings of the Council will be reviewed in the light of further advice emerging from the Government.

3. 24/20 Minutes

It was proposed by **NAK**, seconded by **KS** that the minutes of the meeting held on 27 February 2020 be accepted as a true record of the business conducted. **RESOLVED.**

4. 25/20 Planning

1. Planning application 20/00469/FULLS, Linton Woods, Danes Road, Awbridge, Erection of pool house with indoor pool, changing room, WC, plant room and recreational room was considered.

It was proposed by **DC**, seconded by **AS** that the Council's response be to object to the application on the following grounds:

- a. Given the distance of the proposed structure from the dwelling, it cannot be classified as ancillary to the dwelling.
- b. Potential damage to nearby woodland, particularly to tree roots.
- c. Adverse visual impact from the adjacent footpath.

Clerk

RESOLVED UNANIMOUSLY

2. **Neighbourhood Development Plan.** **NAK** and **DC** now leading on this. **NAK** updated on the housing needs survey. Survey delayed due to staff changes at organisation contracted to carry out the survey. Contractor now ready to proceed. However, **DC** has identified some issues with the structure and content of the questionnaire, which have been passed to the contractor. These include:
 - Spread of age groups
 - Omission of question about where any new housing should be sited.
 - Lack of information about development envelope

It has been agreed that now is not the time to proceed with the questionnaire and that a possible issue date will be monitored in line with the unfolding of the Coronavirus pandemic.

3. **Proposed development in Church Lane on land adjacent to All Saints Church.** **NAK** advised that the latest edition of Awbridge News had carried information about this proposed development, which is at the pre-application stage. The number of houses proposed at the site has been reduced from four to three.

**NAK/
DC**

The developer now wishes to submit a full planning application. **NAK** has met with the developer's agent and Test Valley Borough Council's Head of Planning to discuss this.

Developer's agent was reminded of the need to demonstrate the value of the benefit accruing to the community compared to the profit from the development project. The ongoing planning impact of nitrate mitigation requirements was also highlighted.

Given the postponement, in March, of the Annual Parish Meeting due to Covid-19, members of the public did not, as the developer intended, have an additional opportunity to comment on the proposed development. The planning authority would like the public to be consulted further when lockdown measures allow the Annual Parish Meeting to go ahead.

NAK will confirm the above points to the developer and other interested individuals by email.

5. 26/20 Financial and Administrative

Financial outturn figures

The outturn figures for the financial year April 2019-March 2020 were made available, via Dropbox, prior to the meeting and were noted.

Authorisation of payments

The clerk advised Council that the new bank account with NatWest does not have the facility for online payments to be scheduled and authorised online. In normal circumstances, where payments are made by cheque and authorised by two account signatories, this does not present a problem. However, during the Pandemic, the latter method is cumbersome and subject to delay.

It was agreed that until the current lockdown measures are lifted, the clerk, who is an account signatory, will make payments by BACS from the Council's NatWest account, having first obtained, by email, authorisation from one other account signatory. Where payments are in favour of the clerk, in respect of pay, allowances and expenses, prior email authorisation from two account signatories, other than the clerk, will be required. This arrangement will be continually monitored until it is possible to revert to payments by cheque.

OTHER BUSINESS

6. 27/20 Annual Review of Awbridge Parish Council's:

- Standing orders
- Financial regulations
- Review of Risk Register
- Asset register
- Adequacy of insurance cover
- Action on all matters raised in internal audit report 2018/19

**Clerk/
ALL**

The clerk advised that the above documents/items require to be reviewed in preparation for signing the annual governance statement. Copies of Council's Standing Orders, Financial Regulations and other documents have been/will be lodged on Dropbox to enable Members to access and read these in time for the Annual Parish Meeting, scheduled for 14 May 2010.

7. 28/20 COVID-19 Response

Suggestions for further responses by Council were discussed. It was recognised, however, that there was a danger of duplicating the efforts of the Awbridge Village Support Group(AVSG), which has been specifically formed to assist vulnerable parishioners during the Covid-19 pandemic. It was agreed that the clerk will approach AVSG to advise that Council is ready to offer help to the Group as needed. The clerk to also forward to AVSG a copy of the Council's Emergency Plan, asking that this be populated with AVSG information as appropriate.

OTHER BUSINESS

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| 8. | 29/20 | Local Electricity Bill
This item was briefly discussed, and the clerk was asked to source and distribute to Member's additional information to enable an informed opinion. | Clerk |
| 9 | 30/20 | Date of next ZOOM meeting
14 May 2020 at 7.30pm | |