

## **ASHMANSWORTH PARISH COUNCIL**

### **Minutes of the Meeting of the Council**

**Date:** July 17<sup>th</sup>, 2012

**Time:** 7.30 pm

**Place:** Village Hall

**Present:** Alan Cox (Chairman) Carol O'Shaughnessy (Vice-Chairman)

Councillors: Mark Benzing Kieron Black

Johnnie Johnson

5 local residents (part time)

#### **Action**

#### **1. Apologies**

Ruth Kent (Clerk). We were sorry to learn that Ruth was still unwell and unable to attend the meeting. On account of her current poor health, she has decided to retire as clerk, a position she has held for about 20 years! The meeting expressed their grateful thanks for the hard work she has put into this role over so many years and wish her improved health in her retirement.

Alan and Ruth will seek to recruit a successor

**Alan  
Ruth**

#### **2. Minutes of Last Meeting**

Minutes of the meeting of May 29<sup>th</sup> were approved and signed by the Chairman as a true record.

#### **3. Planning Matters**

##### **a) Red Roses Garage, Ashmansworth**

Withdrawn by applicant

##### **b) Porchester Estate Farm, Crux Easton**

Approved with some conditions

##### **c) Church Farm, Ashmansworth**

Single Storey extension to Kitchen and two small dormer windows. The applicant (Robert Moorhead) presented his application. After discussion, the council held no objection to the application. Alan was actioned to notify the case officer.

**Alan**

##### **d) 6 Highfield, Ashmansworth**

Single storey extension to replace existing conservatory. The applicant (Stephen Brown) presented his application. Concerns were expressed by his neighbour (Trevor Culley) that the proposal would block sunlight due to the larger outline (depth and height) and that the rendered side wall would be close to his boundary. After discussion, the council decided to object on the grounds of: "Restriction of view and light due

**Alan**

to the larger size and proximity to the neighbouring house; while accepting that the application relates to the rear of the property with no visibility from the road, the proposal was felt to be out of keeping with the rest of the property and the conservation area.” There was also concern expressed that this might form the basis for a future application to build a second storey. Alan was actioned to notify the case officer.

**e) Enham Alamein**

We discussed the planning application there for around 400 new homes. We had some concerns relating to its possible impact on traffic on the A343. Alan reported that he had learned that the application had been turned down by Test Valley DC last week.

**4. Local Roads**

**a) A343**

While we welcomed the improvements to sight lines at the Cross Lane junction, we felt that they need to cut the bank back further down the road, including some vegetation and bushes. Chalk debris remains at the site and could pose a hazard if it creeps into the carriageway. Concern was also repeated that the double white lines from Three Legged Cross stop about 100 metres from the junction which could encourage motorists to overtake dangerously at the junction. Alan was actioned to report all this to Steve Goodall.

**Alan**

We were pleased to note that HCC plan to resurface a stretch of the A343 very shortly.

**b) Signpost**

Alan reported that he had notified Steve Goodall of the poor condition of the finger sign at the entrance to Crux Easton. Post meeting note – Steve Goodall reports that a replacement sign is now on order.

**c) Wayfarers**

We noted with concern that a section of the Wayfarers is very wet and has been damaged by 4 wheel drive vehicles. We were very pleased to learn that HCC have now decided to close that section to such vehicles for the remainder of the summer break, after which it would in any case be closed.

**5. Broadband**

Further to the presentation by Dan Fearnley at our last meeting, we were pleased to note that he has now launched updates to his website and that it shows a good response from villagers, about 70% in Ashmansworth and 60% in Crux Easton. We await further updates from Dan once he has some progress to report.

**6. War Memorial**

Following the successful cleaning of the memorial, we have been asked by the War Memorial Trust whether we want to apply for it to be Listed. We felt we needed more information before going ahead, so will explore options.

**Alan**

**7. Neighbourhood Watch.** Nothing to report.

**8. Council Plans**

**a) New Code of**

The council **decided to adopt the new Code of Conduct** prepared for us by BDBC, the only change being to insert the name of our

<b>Conduct</b>	council in the title.	
<b>b) Register of Members' Interest</b>	We also received new forms for the Register of Members' Interests and all members filled these in. We will request the clerk to keep one copy and send the other to the Monitoring Officer, Chris Guy.	<b>Ruth</b>
<b>c) Parish co-operation</b>	No meetings to report but we keep in touch by email.	
<b>d) Diamond Jubilee</b>	Alan reported that the Jubilee celebrations had been very successful, with a large party on the recreation ground and a beacon burning the following day, both of which attracted around 150 attendees! Jubilee mugs were also given to all children of the parish. Remaining mugs were sold to help pay for the festivities, which were free to everyone. With donations, raffle and other sources, we raised over £300 which was donated to ABF – The Soldiers Charity.	
<b>e) Grass Cutting</b>	With offers from local farmers to cut the recreation ground grass without charge, we requested Ruth to negotiate a termination of the contract after the Flower Show (4 August).	<b>Ruth</b>
<b>f) Localism</b>	We understand that the revised Code of Conduct and new Declarations of Interest result from the recent Localism Act. It is possible that we will be advised of further changes that impact us in due course.	
<b>g) Planning Guidelines</b>	This item held over through lack of time. We will welcome agreement on how to approach planning decisions.	<b>Mark ongoing</b>
<b>h) VDS</b>	Alan previously reported that he had received information on preparing a <b>Village Design Statement</b> , but that this was very lengthy so he planned to prepare a summary for consideration at a future meeting. Held over.	<b>Alan ongoing</b>
<b>9.</b>	<b>BDAPTC, HALC</b>	
	Alan reported that he attended a meeting of BDAPTC where there was extensive discussion on the future of parish websites which will not be supported by BDBC after the end of this Financial Year. There was a presentation by a company that is offering to take over hosting websites, one of two on a short list proposed. Alan has requested quotations from both and awaits responses, but we will need to budget for perhaps around £300 per year. Alan was actioned to negotiate a preferred supplier – if say 10 or more parishes within BDBC select the same provider, we will receive a significant discount.	<b>Alan</b>
<b>10.</b>	<b>Finance Matters</b>	
<b>a) Annual Audit</b>	The Annual Return was submitted very late to the Internal Auditor which is likely to result in us being reprimanded for this for the second year running. It seems that some entries on the Annual Return did not agree with those from last year. This has now been rectified.	
	The figure for the Precept includes some element of Grant, which needs also to be corrected, though this does not impact the totals. This was caused by confusing information on the bank statement.	<b>Alan</b>
	The Annual Return needs a comment explaining that we had received £631 of donations in FY 2011/12 for expenditure on the War Memorial and Jubilee in 2012/13	<b>Alan</b>

With these corrections, the Council approved the Annual Return.

The council also approved the Annual Governance Statement.

All minutes to be checked as correctly filed and signed on each page.

**Alan**

It was recommended that some councillors attend training courses since we seem to be out of date! We agreed that Alan and Carol would attend a course on 11 September. Ruth will book this.

**Ruth**

We were informed that cheques have to be signed by 2 councillors, not 1 councillor plus clerk. Ruth to arrange for all councillors to be notified signatories with the bank.

**Ruth**

We should have reclaimed outstanding VAT last year. This should be claimed and the figures included in the annual return this month.

**Ruth**

Our Budget was formally approved by us (3/11/11) and minuted. All requests for payments should have been checked against this. This budget process and documentation should have been shown to the auditor.

We need a revised budget for the current year, showing the results of the recent audit – see below. We must then ensure all expenditure is in line with this budget.

We need to update (or create) our Financial Regulations, Standing Orders and Risk Assessment annually - ongoing

**Clerk**

We need to include the War Memorial, the two seats on the Greens, our 3 notice boards and our new Beacon Burner as Assets and ensure that they are listed for Insurance

**Ruth**

**b) Budget**

Alan has updated our previously approved budget to include actual results from last year and to reflect latest proposals for the current year. **It was approved.** It may be further updated when we have revised information regarding a possible new clerk's remuneration, grass cutting etc.

**Alan**

**c) Cheques**

We approved cheques:

Came & Co, cheque no. 100491, £265.00, approved earlier by correspondence for our Insurance renewal

Do the Numbers Ltd, cheque no. 100492, £155.00 for internal audit

Ruth Kent, cheque no. 100493, £21.57 for postage of documents for audit and for a print cartridge

**11. Correspondence received**

None

**12. Date of Next Meeting**

Tuesday 25<sup>th</sup> September 2012 in the village hall at 7.30pm

The **Meeting** closed at 10.00pm. Alan thanked the councillors for a productive, busy meeting.