



ITCHEN VALLEY PARISH COUNCIL

(Serving the villages of: Avington, Easton, Itchen Abbas & Martyr Worthy)

Minutes of Full Council Meeting on Thursday December 1st 2016 at Itchen Abbas & Avington Village Hall

Attending: Cllr Appleby (Chairman), Cllr Riley, Cllr Carter, Cllr Moffatt, Cllr Langford, Labram; Stoodley.

In Attendance: Clerk – A.Weaver.

Item	Content	Action
16.155	Apologies: Cllrs Dennis, Legat, Porter (HCC/WCC)	
16.156	Public Participation & Declarations of Interest on Agenda. There were no members of public present. There were no declarations of interest.	
16.157	City and Council Reports. Members considered the County Report to Parishes for December 2016. There was a discussion about progress with Watercress Way. It was agreed that the small signs with arrows could be used on the section in Itchen Abbas and Martyr Worthy that was already open and a larger information sign put in the car park at Couch Green. In the latter case the Parish Council wish to be consulted on its exact positioning	
16.158	Minutes of meeting of Thursday 3rd November and Matters Arising Minutes were agreed as a correct record. Chair signed the minutes. There were no matters arising.	
16.159	Planning a) <u>Draft Minutes of Planning Committee – November 17th 2016</u> Members noted the draft minutes. Chair Cllr Appleby indicated that he had attended Northington Parish Council meeting on Tuesday November 5 th to discuss potential Chippings Depot Travellers site. <u>Action</u> – Chair to write expressing support for Northington PC’s objections.	PA
	b) <u>Planning Applications</u> (i) <u>Single Storey Rear Extension to existing dwelling (L)</u> Dunstable Cottage Avington Park Lane Easton SO21 1EG <u>Action</u> – Clerk Mr Weaver to submit the following comment on Planning Portal. <i>Itchen Valley Parish Council support this application.</i>	AW
	© <u>Landscape Character Assessments</u> (d) <u>South Downs National Park (SDNP) Draft Plan</u> Chair Cllr Appleby introduced his report. It spelt out the range of options facing the council in respect of the issue and the need to reach a decision about one of the options. Cllr Riley outlined the current position relating to the SDNP Draft Plan. Cllr Langford summarized the respective merits of different options: Parish Plans; Village Design Statements; Local Landscape Characteristic Assessments, Neighbourhood Plans plus hybrid approaches. Members discussed the housing allocation, proposed site, and associated issues, including windfall sites, together with the various options for progress. <u>Action</u> - Members agreed to defer consideration of options for at least 6 months until June 2017; Cllr Riley to circulate draft IVPC response to SDNP Local Plan proposals.	All/YR
16.160	Financial Matters a) <u>Accounts to be Paid</u> (see appendix) Clerk Mr Weaver circulated list of bills to pay for information. Cllrs Riley and Moffat signed to authorize payments. <u>Action</u> – Clerk Mr Weaver to contact Worthy Youth FC asking them to pay pitch fees at the beginning of each month.	AW

Item	Content	Action
	<p>b) <u>Draft Minutes of F&GP Committee Meeting – 17 November 2016</u> Members noted the draft minutes. There were no matters arising.</p>	
16.161	<p>2017/18 Budget Proposals Cllr Labram ran through the budget proposals. He highlighted 2016/17 cash forecast, proposed 2017/18 running expenditure, budget requests, and proposed reserves. Members raised questions about proposed: play equipment expenditure; Neighbourhood Plan expenditure; and Church Yard expenditure. Cllr Labram formally proposed that IVPC approve the 2017/18 budget pending any minor changes as a result of further developments. Cllr Riley seconded the motion. Members approved the resolution unanimously.</p>	
16.162	<p>Couch Green Cllr Riley updated members with more details following her report circulated prior to the meeting. Cllr Riley highlighted the recent Winchester City Council meeting she had attended about future leisure site proposals, the potential loss of four football pitches in Winchester and the scope for development at Couch Green. There was a discussion about short and long term options for development. <u>Action</u> – Cllr Riley to prepare longer term proposals. Clerk Mr Weaver to make arrangements for decommissioning of current building and facilities, including electricity and water supply.</p>	YR/AW
16.163	<p>Cooption of New Councillor One person had responded to the request in the Itchen Valley News for those interested in joining the Council to contact the Clerk or the Chairman. It was therefore unanimously agreed to co-opt Mr. Stephen Andrews onto the Parish Council. <u>Action</u> - The Clerk would contact him and see that the request paperwork was forwarded for completion.</p>	AW
16.164	<p>Parish Council Reports</p> <p>(a) <u>Footpath Matters</u> Clerk Mr Weaver stated that Parish Lengthsman would be attending Itchen Valley on 20th December. <u>Action</u> - Cllr Riley asked members to forward any Parish Lengthsman work to Cllr Moffatt. Clerk to forward Requirements List to all members. Members discussed Vegetation Priority Cutting List circulated that day. <u>Action</u> – Members to identify inclusion for list.</p> <p>(b) <u>Highway Matters</u> Chair Cllr Appleby referred to his report circulated prior to the meeting. There was a discussion about parked vehicles blocking Station Close. Cllr Riley referred to the email from HCC about road salt bins. <u>Action</u> - Cllr Appleby to forward details for inclusion within Itchen list and for his report in the January Itchen Valley News.</p> <p>© <u>Village Hall</u> Cllr Langford stated he had nothing to add to his report circulated prior to the meeting.</p> <p>(d) <u>Website</u> Cllr Carter stated that she had had discussions with Itchen Valley News representatives about an expanded website. She wished to discuss this further with representatives from IAA Village Hall and St John’s Church. Any decision to change website provider would need to wait until a definitive course of action had been finalized.</p> <p>(e) <u>Open Spaces</u> Cllr Riley stated that she had now received the dog hitches and would ask the Parish Lengthsman to attach them. She had also received 2 quotes about signage banning dogs.</p>	ALL AW ALL PA

Item	Content	Action
16.165 Correspondence	Clerk Mr Weaver referred to correspondence list circulated with the agenda (see below) and distributed items of correspondence.	
16.166 Any Other Business	Cllr Labram thanked Cllr Carter for helping with the bank reconciliation.	
	Date of Next Meeting(s)	
	Next scheduled meeting is Thursday 5 th January at 7.00 pm at Easton Village Hall.	
	Chair closed the meeting at 9.20 pm.	

Correspondence November 2016

No	Content/Detail	Date
1.	Email from Michelle Leadbitter Communication Officer HALC re deadline for Community Challenge Flood Application Schemes – 23 rd Dec 2016 – Forwarded to members.	3/11/16
2.	Email from Vendy Treagust Member Support Officer HALC enclosing robin list of enquiries from various parish councils. Forwarded to members.	11/11/16
3.	Email from Sue Ramage Business Support Officer HALC re: a “Negotiate a better Outcome in Planning” course running on 25 th January from 10.00-16.00 at Winchester Guildhall at a cost of £110 per person. Forwarded to Members.	15/11/16
4.	Email from Michelle Leadbitter Communication Officer HALC re enclosing Interim Councillor Commission Report. Forwarded to members.	21/11/16
5.	Email from Sue Ramage Business Support Officer HALC attaching details of Hampshire Playing Fields AGM. Forwarded to members.	23/11/16
6.	HCC Central East Area Team Vegetation Priority Cutting List Consultation. Forwarded to Members	25/11/16
7.	Email from Dorothy Cox Committee Officer South Downs National Park Authority The agenda and meeting papers for the SDNPA Planning Committee meeting on 8 December 2016 have been published on the Authority website: Planning Committee Meeting 8 December 2016 - South Downs National Park Authority	30/11/16
8.	Email from Tim Lawton Head of HCC Highway Operations about roadside salt bins. Forwarded to members.	01/12/16


Itchen Valley Parish Council

Accounts to be paid

as at : 1st Dec 2016

Ser	Date	Invoice Number	Company	Service Provided	Amount	VAT	Total to Pay	Date & Initials Transaction Created	Date & Initials Authorised
To Pay					£s	£s	£s		
1	30.11.16	N/A	Alan Weaver	Clerks Salary	468.00	0.00	468.00	SO 30.11.16	Standing Order
2	30.11.16	N/A	HMRC	Clerks PAYE	117.00	0.00	117.00	SO 30.11.16	Standing Order
3	02.11.16	N/A	Alan Weaver	Clerks Salary O/T training - HALC Training for Members and Officers _ Focus on Audit (4 hrs) plus monthly mileage	56.40	0.00	56.40		
4	15.11.16	N/A	HMRC	Clerks Salary O/T training - HALC Training for Members and Officers _ Focus on Audit (4 hrs) plus monthly mileage	12.00	0.00	12.00		
5	15.11.16	41/5	Green Smile Ltd	Grounds Maintenance	185.75	37.15	222.90	18.11.16 AW	24.11.16HL
6	06.11.16	100	Green Smile Ltd	Mark out football pitches - Sept to Nov 16	250.00	50.00	300.00	18.11.16 AW	24.11.16HL
7	11.11.16	1254158	SafetySigns4Less	Security Notice CCTV in Operation	12.40	2.48	14.88	18.11.16 AW	24.11.16HL
8	09.11.16	106V72837	LexisNexis	Publication : Local Council Administration - Arnold Baker	79.05	0.00	79.05		
9		INV 0246	MJR Services	Invoice due at end of month - approx £900 to £950	768.00	0.00	768.00		
10	30.11.16	1824	South Wonston Parish Council	Training: Introduction to being a councillor	35.00	0.00	35.00		
END OF LIST*****									
Total Expenditure					1983.60	89.63	2073.23		
Income Received							£s		
1	30.11.16		Worthy Youth FC	Hire /Fees			119.00		
2									
3									
Total Income							119.00		

Council have discussed and approved these payments and I have compared the original invoices to the amounts above and confirm that these accounts can be paid via Internet Banking

	First Name	Surname (Print)	Signature	Date
1 Cllr	Yvette	ROBERT		12/16
2 Cllr	PAUL	MOFFATT		11/16

Summary of Income and Expenditure As at 2 December 2016

Balance as at 3 rd November 2016	48,651.08
Add Income	119.00
Less Expenses	2073.23
Cash in Hand Held in Deposit Account (£30,000) and Current Account (£16,696.85).	46,696.85

NB: Above Accounts to be Paid does not include Southern Electric Direct Debit (£51.51) paid on 1st December 2016. This payment reduces overall Cash in Hand to £46,645.34 with £30,000 held in Deposit Account and £16,645.34 held in Current Account. This matches Unity Trust bank balances as at 2nd December 2016. Transfer of £30,000 from Current Account into new Deposit Account took place on 7th November 2016.