

UPHAM PARISH COUNCIL

The Minutes of the Annual General Meeting of Upham Parish Council held on Monday 20th May, 2019 in Upham Village Hall at 7.30 p.m.

Welcome to new Parish Councillors – Cllr Dalley, Cllr Croucher and Cllr Snowdon. As this is a new Term of Office Councillors will sign a new Acceptance of Office Form and agree to the Upham Parish Council Code of Conduct. These were duly signed. The Declaration of Disclosable Pecuniary Interest Forms were also completed and signed.

MEMBERS PRESENT: Cllr Ashe, Cllr Halsall, Cllr Snowdon, Cllr Dalley and Cllr Croucher.

IN ATTENDANCE: Mrs A Collins (Clerk) and District Councillor Lumby.

Election of Chairperson – Cllr Halsall proposed Cllr Ashe. Cllr Croucher seconded this proposal. Cllr Ashe was duly Elected.

Co-option of additional Parish Councillor – Clerk received two nominations. Sarah LeMay and Anna Keegan. After discussion Cllr Ashe proposed Sarah LeMay and Cllr Halsall seconded this proposal. All Councillors were in agreement and Sarah LeMay was co-opted. Clerk was asked to write to Anna Keegan and thank her for her nomination and it was hoped that she would re-apply to be a Parish Councillor in the future.

1. **Election of Officers:** **Election of Vice Chairperson** – Cllr Croucher proposed Cllr Halsall. Cllr Ashe seconded this proposal. Cllr Halsall was duly Elected.

Election of Village Hall Representative – Cllr Ashe proposed Cllr Dalley. Cllr Snowdon seconded this proposal. Cllr Dalley was Elected.

Election of Recreation Ground Chairperson and 2 representatives – Cllr Ashe proposed Cllr Halsall as Chairperson and Cllrs Snowdon and Ashe offered to be representatives. Cllr Croucher seconded this proposal. These Councillors were duly Elected.

Agree specific responsibilities: **ADD Group representatives** – Cllr Ashe and Cllr LeMay were proposed by Cllr Halsall to continue with this role.

Highways responsibilities – Cllr Ashe proposed Cllr Snowdon and Cllr Dalley. Cllr Halsall seconded this proposal. Cllr Snowdon and Cllr Dalley were duly Elected.

Budget responsibility – Cllr Ashe proposed that this should be a collective responsibility of all Councillors. This was seconded by Cllr Halsall. All Councillors were in agreement.

Congratulate District Councillor Lumby on his recent re-election as our District Councillor. Cllr Ashe gave his congratulations to DC Lumby on behalf of Parish Councillors.

2. **Apologies for Absence:** Apologies were received from County Councillor Humby, District Councillor Ruffell and Sarah LeMay.

3. **The Minutes of the Meeting held on Monday 29th April, 2019 were agreed and signed as correct.**

4. **Declarations of Interests under the Code of Conduct.** There were no Declarations of Interest made.

5. **Matters Arising:**

- 5.1 Highways Report – Ashley Dukes sent a written Report which is attached to these Minutes. Installation of SID sign – Ashley Dukes has collected the sign and Cllrs Snowdon and Dalley will liaise with her once the locations have been agreed by HCC. Clerk reported that the railings around Slash Pond have been reinstated and will be painted shortly. Cllr Halsall asked that Roy Kimble (OVOV) be copied in on e-mails relating to the landscaping, traffic calming proposals and gates for the SDNP as he been involved in the Meetings on behalf of OVOV. Clerk will send him copies of the Highways Reports for his information. Steve will be chased about clearing the speed signs of foliage. The speed sign by the Woodman has been turned around. Clerk will report this. A pot hole has appeared near the Upham sign in Upham Street. Cllr Snowdon will report this. The sign in the island outside of the former Shop has been damaged – Clerk will report this to HCC. Trees on the grass area outside of 1 - 7 Upham Street were reported as a concern. The Clerk will ask if the Arboricultural Officer could visit to check the safety of the trees. Cllr Ashe said that there had been a offer of a new nameplate for a road which currently has no nameplate. There are several roads without names so Cllr Snowdon and Cllr Dalley will look into this further.
- 5.2 Trees at Upham Pond – Cllr Ashe reported that a Pond Working Group Meeting will be arranged. Cllr Dalley will arrange the Meeting and Cllr Ashe will send him the e-mail contact details.
- 5.3 Progress of faster broadband in Upham – Cllr Ashe reported that the Upham Broadband Team had signed the Contract last week and a cheque for £55,603.50 payable to HCC has been signed and will be taken to HCC Offices ready to be match-funded.
- 5.4 Update on ADD regarding EBC plans – Cllr Ashe reported that ADD continue to push against the plans. Traffic information was available the day after the Elections from Eastleigh, but a response has not yet been given from HCC. It will probably be about 6 weeks before there is an Inspector's Report.
- 5.5 Tidying up of land behind the bus stop – Report on Meeting held with Rick Smith. Cllr Ashe and Cllr Dalley met with Rick Smith and suggested that the next step should be to get an Ecologist to come out and assess the area. Quotes for the Ecology Survey should be sought for the next Meeting.
- 5.6 Updating of village website – no further update. Next Meeting to be held on 21st May.
- 5.7 Updating of Village Design Statement – Cllr Ashe said that it is hoped that Richard Green would be available to help with the Updating within the next couple of months.
- 5.8 Grants from SDNP – no result of applications known yet.
- 5.9 WW2 Commemorations – Janet Dunford will inform Councillors of any updates.
- 5.10 Emergency Plan for Upham – Cllr Snowdon will lead and update Councillors. Cllr Halsall offered to ask Dermot for the file so that Cllr Snowdon can see what needs to be done.
- 5.11 Drainage at Torbay Farm development – any updates. DC Lumby said that when he visited the site some of the trees looked as if they had died or were dying. This should be checked as any dead trees should be replaced before the Parish Council take over the play area and any landscaping.
- 5.12 Bus shelter replacement panel – any ideas on materials to use. Councillors agreed that they should not replace the panel yet as it would be better to spend the money on a new bus shelter that was more in keeping with the landscaping proposals for the Winchester Road.
- 5.13 No response received from WCC regarding nameplate for 1 – 7 Upham Street. DC Lumby offered to chase this up. Clerk will forward on the e-mail which was sent to WCC.
- 5.14 Replacement/repairs required to kissing gates/stiles. Cllr LeMay was finding out about land ownership before making a request.
6. **Public Participation items by invitation of the Chairman.** There were no members of the public present.
7. **Neighbourhood Watch/Community Safety:**
 - 7.1 Neighbourhood Watch Report – Cllr Croucher reported that there are 7 residents who attended the NHW Meeting

and all wish to enlarge what they are already doing. NHW signs were discussed, along with their value. There were mixed views on how valuable the signs were. The old signs needed some attention and Eve suggested that stickers be put on them as this would be the cheaper option.

8. City and County Reports:

- 8.1 HCC – CC Humby. No Report was available.
- 8.2 WCC – DC Ruffell and DC Lumby. DC Lumby reported on the changes at WCC due to the recent Elections. He then answered questions from Councillors.
- 8.3 SDNP – DC Huxstep if anything to report. DC Lumby reported that DC Clear is now the SDNP contact. Clerk will inform her of any issues regarding the SDNP.

9. Correspondence:

- 9.1 Commemorations for 75th Anniversary of VE Day – 8th/9th May, 2020. Councillors agreed that Janet Dunford should be given this information as she is leading on the Commemorations.
- 9.2 SDNP CIL Funding – request for information on progress. It was agreed that the Clerk should respond stating that we have not spent any of the funds yet, but intend to use them on highways improvements.
- 9.3 WCC Local Councils' Conference – 18th June at 4.00 p.m. Cllr Dally and Cllr Snowdon or Cllr Croucher will attend.
- 9.4 Report on Southern Parishes Meeting held today. Cllr Ashe and the Clerk attended the Meeting and reported that the main speaker was Gareth Roberts to talk about fly tipping. A letter will be sent regarding the Parish Charter and a new Parish Council called Newlands Parish Council will be joining the Group. The next Meeting will be on Monday 22nd July, 2019 at 2.00 p.m. in Bishops Waltham. Cllr Croucher will be the main representative along with the Clerk, and Cllr Ashe will attend when he is able.

10. Planning:

10.1 PENDING:

- 10.1.1 (SDNP/18/05305/FUL). Upham Farm, Upham Street, Upham. Proposed relocation of access gate.
- 10.1.2 (SDNP/18/05938/HOUS). Herdsman Cottage, Woodcote Farm Lane, Upham. Retention, alteration and extension of existing outbuilding.
- 10.1.3 (19/00493/FUL). Stables opposite The Big Muddy Farm, Alma Lane, Upham. Replacement stable block and traveller caravan site consisting of 1 no. mobile home, 1 no. touring caravan and associated works (resubmission 18/01283/FUL).
- 10.1.4 (SDNP/19/01305/LDE). Newlyn Farm, Stakes Lane, Upham.

10.2 NEW:

10.3 DECISIONS:

11. Recreation and Amenities:

- 11.1 Play Area painting and maintenance. Clerk reported that she had met with Steve Comley and Janet Dunford to go through what needed to be painted in the play area. Steve has carried out some of the painting.
- 11.2 Grant for new piece of play equipment. No further update. Cllr Halsall will get in touch with Judith Carrie to see what progress has been made on deciding what play equipment to install.
- 11.3 Repairs to Pavilion. Clerk has been in touch with I & I Carpentry and they will carry out the repairs when the

football season is completed. Now that the games have been completed Clerk will inform I & I Carpentry.

- 11.4 Moving of bench and seat on the Recreation Ground. Clerk to report on Meeting with Steve Comley and UFC. Clerk met with Roger Cooper (UFC), Steve Comley and Janet Dunford and it was agreed to see if the seat moves again. If it does, then we will need to move it either back to its original position, or into the lower part of the Recreation Ground and concrete it in so that it cannot be moved.
- 12. Upham Primary School:** A Report has been prepared by Vicki Gardner which is attached to these Minutes.
- 13. The Village Hall:** There was no Report available. Cllr will inform Martin Danby that Cllr Dalley would like to attend the next Meeting.
- 14. Parish Magazine Report:** Clerk will submit.
- 15. Finance:**
 - 15.1 Financial report for May, 2019 (circulated).
 - 15.2 Bank mandate will need to be amended to add or delete retiring/new Parish Councillors as signatories. Clerk will get the appropriate forms ready to amend the signatories.
- 16. Items for Future Consideration at next Meeting:** Cllr Halsall said that a Parish Plan Meeting (OVOV) with Parish Councillors would be held during the Autumn. Cllr Ashe gave his apologies for the next Parish Council Meeting.
- 17. Dates of Future Meetings:** Monday 24th June, 2019; Monday 22nd July, 2019; No Meeting during August; Monday 23rd September, 2019; Monday 28th October, 2019; Monday 25th November, 2019; No Meeting during December.
- 18. THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.30 p.m.**