

UPHAM PARISH COUNCIL

The Minutes of the Annual General Meeting of Upham Parish Council held on Monday 23rd May, 2016 in Upham Village Hall at 7.30 p.m.

MEMBERS PRESENT: Cllr Ashe, Cllr Armstrong, Cllr Dunford and Cllr Flaherty.

IN ATTENDANCE: County Councillor Humby, District Councillor Ruffell, District Councillor Thacker, Mrs Anne Collins (Clerk), and 1 parishioner.

Cllr Ashe welcomed our new District Councillors to the Meeting after their recent Election. DC Ruffell (re-elected) and new District Councillor Amber Thacker.

As this is a new Term of Office the following Elections took place:

Election of Chairperson. Cllr Flaherty proposed Cllr Ashe. Cllr Dunford seconded this proposal. All Councillors present were in agreement and Cllr Ashe was Elected. Cllr Ashe said that he was happy to be Elected Chairman, but would need help as he has a lot of work on at the moment. Councillors agreed that Councillors would take on certain roles within the Council so that the workload is evenly spread out.

Election of Vice Chairperson. Cllr Dunford proposed Cllr Armstrong. Cllr Flaherty seconded this proposal. All Councillors present were in agreement and Cllr Armstrong was Elected.

Election of Village Hall Representative. Cllr Ashe proposed Cllr Armstrong. Cllr Dunford seconded this proposal. All Councillors present were in agreement and Cllr Armstrong was Elected.

Election of Recreation Ground Chairperson and 2 representatives. Cllr Dunford, Cllr Ashe and Cllr Dukes were all Elected to continue on this Committee by Cllr Armstrong. Cllr Flaherty seconded this proposal and they were all duly Elected with Cllr Dunford continuing as the Chairperson.

Sign any Acceptance of Office Forms if required. There were no Acceptance Forms to sign as the Chairman has not changed.

1. **Apologies for Absence:** Apologies were received from Cllr LeMay and Cllr Dukes. Councillors sent their condolences to Cllr Dukes and Cllr Ashe on their recent bereavements.
2. **The Minutes of the Meeting held on Monday 25th April, 2016 were agreed and signed.**
3. **Declarations of Interests under the Code of Conduct.** Cllr Dunford Declared a Personal Interest in Item 9.2.1 as she owned the property involved. Cllr Ashe Declared an Interest in any of the Torbay Farm issues as he has worked for Bargate Homes on occasions through his work.
4. **Matters Arising:**
 - 4.1 Update on Village Shop. Councillors were informed that the owner has applied for a Pre-Planning Application for a Change of Use to residential. An Objection has been sent from the Parish Council and USAG as this is a valued Village Asset and residents wished to retain the Shop and Post Office. It is hoped that WCC or SDNP will also support the Parish in retaining this valued Village Asset.
 - 4.2 Update on Highways issues. Report on Meeting with Jan Warwick. Cllr LeMay and Cllr Flaherty met with Jan Warwick and sent a summary to Councillors via e-mail of their Meeting. A Meeting with a Traffic Consultant – Ben Hamilton-Ballie was the way in which they were able to try and reduce the speed on their road – a document called “Towards Shared Space” sets out many of his ideas. Cllr Ashe suggested that involving a Traffic Consultant would be a good option, although it would cost quite a bit of finance. We would then be able to show HCC Highways our proposals and ask for their comments. Clerk asked if residents would be interested in putting signs on their wheelybins at a cost of £96.00 per 100 stickers. This was effective in some parishes when the bins

were put out. Councillors agreed that this could be a short-term, low cost measure that could be taken at the moment and asked the Clerk to order 100 stickers. CC Humby confirmed that Shoe Lane is in the next Programme to be repaired.

- 4.3 Community Defibrillators – no further donations received at the moment. Clerk will keep mentioning that donations or a fund raising effort is still needed. It is hoped that after the summer a fund raising event will be held.
- 4.4 Progress of village noticeboards – Clerk read out the quotation from Mike Pearce. Councillors agreed that they would like to accept the quotation and have the noticeboards made as soon as possible. The present ones are nearly at the end of their life and are very difficult to open. Councillors agreed the price given by Mike of £698 plus vat each. It would be cheaper by £30/£40 if oak was used. Councillors agreed that joiner quality oak should be used and we should order 2 x 3 bay noticeboards – one for outside of the Shop and the other for the Recreation Ground end of the village. One section will be used for village notices. Clerk will e-mail Mike with the order.
- 4.5 CIL Funding for Upham – response from WCC. Clerk has now received a response from WCC stating that we are owed some Section 106 money for the Meadow View developments of £3,068. Councillors also wanted to know if there was Section 106 money owing for 1a South Front, Winchester Road. DC Ruffell offered to ask WCC this week.
- 4.6 Play area and landscaping at Torbay Farm – updated plans. The plans were shown to Councillors and it was agreed that although the plans provide half of the original plan produced by the Playground Committee and Parish Council it did not provide all the plan. There is no seat and table and the boat idea has been modified to a different piece of equipment. Councillors agreed that the Clerk should respond and ask for the seat and table, the original boat and the scheme should also include the offer of an oak tree which is not shown on the plans. As Upham Parish Council has dealt with Trevor Scott of Scandor, and we would like him to be included in the maintenance of the play equipment Councillors felt that perhaps he could quote for the equipment required.
- 4.7 Update on EBC – Issues and Options. Update from Action Group. Cllr Ashe said that most Parish Councils within the SDNP and adjoining it have now joined the Action Group. There is a lot of objection and we need to find a way of communicating and talking to the SDNP about how they respond to EBC's proposals. A copy of our objection will be sent to DC Thacker so that she is aware of the issues raised by Upham residents.
- 4.8 Queen's 90th Birthday celebrations in Upham on 12th June - update. Everything was progressing well for the Celebrations. Clerk reported that the Risk Assessment was accepted by the Insurance Company and they are happy to insure the Event. Cllr Flaherty will check whether a Licence has been applied for to sell alcoholic drinks.
- 4.9 Small Grants Scheme – response from Paul Swanwick. Clerk read out the e-mail from Paul regarding suggestions for the Grant. Councillors agreed that they would see if any footpaths need a new stile or kissing gate before the next Meeting. If there are no issues then we would not apply for a Grant at the moment.
- 4.10 Response from Fountain View. The Manager has agreed that they will address the issues which were reported to them. Councillors were very grateful for their support. Cllr Dunford will check when work has been carried out, although she did think that the verge has already been reinstated.
- 4.11 Cars parking on grass verge in Upham Street – response from resident. Clerk read out the response from resident stating that he is hoping to put posts in the grass verge himself. Councillors felt that the whole area alongside Upham Street should be looked at as the problem could be put into a different place. It was also agreed that the resident should be made aware that if he does put posts in he would be liable if they caused an accident.
- 4.12 Emergency Plan for Upham. After the information which was received from the Speaker at the Annual Parish Assembly Councillors agreed that it would be worthwhile having an Emergency Plan in place for Upham residents. An article will go into the Upham Update asking if anyone is willing to come forward to lead and be the Emergency Co-ordinator for Upham.
- 4.13 Community Speedwatch. Although this was agreed to follow-up from the Annual Parish Assembly. Councillors felt that after speaking with Jan Warwick it seemed to not be a worthwhile scheme to reduce the speed through Upham, especially as the speed was not going to be reduced to 30 mph at the moment.
- 4.14 Report on Southern Parishes Meeting (9.5.16). Cllr Dunford and the Clerk attended this Meeting and the main

Speakers were Chief Inspector Claire Taylor and Sgt Stuart Gilmore of Hampshire Police. Issues which were discussed included policing, fly-tipping, devolution and other problems which affect many parishes. CC Humby will be attending the next Meeting to inform the members about the Botley By Pass, Devolution and the EBC Issues and Options proposals.

4.15 “Unsuitable for HGV” sign has been placed at both ends of Upham Street.

5. Public Participation items by invitation of the Chairman. Cllr Flaherty said that she was asked to bring up that horses can be ridden on the footpaths with the owner’s permission. A parishioner present made a comment about the state of the roads in Upham, in response CC Humby explained how the finance for the roads is being reduced. Cllr Ashe said that Richard Clark has offered to re-paint the finger post on the Green in Shoe Lane. Councillors thanked Richard for his kind offer.

6. Neighbourhood Watch/Community Safety:

6.1 Neighbourhood Watch Report. There was nothing to report.

7. City and County Reports:

7.1 HCC – CC R Humby. CC Humby reported on the various roles he has taken over and explained how some of the funding works. Savings need to be made and some of this is from the Highways Budget – which is why some of the highways maintenance work suffers. However, CC Humby did explain that a new machine is being tested and although it is expensive it does fill pot holes very quick and efficiently. Fly-tipping is a constant problem and CC Humby said that cameras are now going to be used to catch and prosecute offenders. Traffic management issues are covered by only 2 Officers and this is why it takes so long to have Meetings with them. However there is a possibility that some traffic management schemes could be suggested by the parishes, but they would have to finance them. There will be a List coming out that will indicate what sort of traffic management schemes would be acceptable. Gateways to villages is on the List. CC Humby explained about Devolution and what HCC are discussing at the moment.

7.2 WCC – DC L Ruffell and DC A Thacker. The District Councillors’ reports were short as they have only just taken over their Office. Both District Councillors have many parishes to represent and although they will try to get to all Meetings, sometimes only one will be able to come along. DC Ruffell is Chairman of the Planning Committee at WCC and DC Thacker is hoping to be on the Planning Committee for the SDNP.

8. Correspondence:

8.1 E-mail from Sgt Gilmore informing us that PCSO Nolan has now left the Police Force. Councillors were disappointed that Richard Nolan has now left. The Clerk informed Councillors that he will not be replaced at the moment, but his duties will be covered by the other PCSO’s in the area, until a new PCSO is appointed.

8.2 Street name for new development at Torbay Farm. Councillors agreed that Torbay Farm with a house number would be the best option. Clerk will inform WCC of this decision.

8.3 Enquiry asking if a memorial seat can be placed at Upham Recreation Ground. Clerk read out an e-mail from someone who enjoys coming to Upham Recreation Ground with her family and she wanted to donate a seat in memory of her husband as it was a special place for them to visit. Councillors agreed that a seat could be put at the Recreation Ground or alongside the footpath, but it would be beneficial for the lady to meet the Recreation Ground Parish Council representatives to discuss where exactly to site it. Clerk will arrange a suitable date and get in touch with the enquirer.

8.4 Response from WCC regarding elderly residents sign for Hoyle Close. Clerk read out the response from WCC, but could not understand why a sign could not be put up, especially as other signs in the area seem to have no elderly people crossing the road. DC Ruffell will ask again as this is a development for elderly residents and they do have problems with fast vehicles coming past when they are trying to walk out or get into their vehicles.

8.5 Various e-mails regarding fly-tipping in Upham – all of which have been reported. These were noted.

8.6 Notification that Darren Lewis our HCC Highways Officer is leaving. Clerk reported that Darren is leaving to go

to WCC and Kali will be his temporary replacement.

- 8.7 Notification from BT about the removal of the pay phone along the Winchester Road due to damage. As the pay phone has not been used there is no justification for the repair costs. Clerk pointed out that there is a Consultation period of 42 days, but the Notice which was put up by BT was inside the phone box and not very easy to see. Councillors agreed that there should be a Consultation period for residents even though the phone box is not used. Clerk will contact BT and ask for another Notice and an extension of the timescale.
- 8.8 Clerk has received notification from Bishops Waltham PC that they require the Parish Lengthsman to work more hours in BW. They are happy for Upham to have him for 1 day per month rather than half a day per week. Councillors agreed that Peter is a valued asset and they would not wish to lose him. Councillors were disappointed that we were not able to keep him for the agreed half a day per week as previously agreed. Clerk will ask other Parish Councils if they have any spare capacity with their Parish Lengthsman that we could use.

9. Planning:

9.1 PENDING:

- 9.1.1 (SDNP/15/03936/FUL) – land adjacent to 2 Dagwell Cottage, Upham Street, Upham. New dwelling, carport and access.
- 9.1.2 (SDNP/15/05754/LDE) – Down Farm, Winchester Road, Upham. Use of the existing building as a dwelling (RETROSPECTIVE).
- 9.1.3 (16/00135/FUL) – Merry Orchard Farm, Alma Lane, Upham. Conversion of barn currently used for storage to a dwelling.
- 9.1.4 (SDNP/15/06295/HOUS) – Westland House, Winchester Road, Upham. Enclosure building for existing swimming pool.

An Appeal has been lodged by Mrs Clare Kempster against the Refusal for the Siting of a mobile home (Retrospective) at Woodley Farm, Alma Lane, Upham.

9.2 NEW:

- 9.2.1 (SDNP/16/02308/HOUS) – Pine End, Upham Street, Upham. Single storey rear extension. Councillors had no objection to this application.
- 9.2.2 (SDNP/16/02110/FUL) – Belmore Park, Belmore Lane, Upham. The removal of two agricultural barns and erection of one replacement barn. Councillors had no objection to this application.

9.3 DECISIONS:

- 9.3.1(SDNP/16/00865/HOUS) – Shop House, Upham Street, Upham. Erection of new two storey side extensions to existing dwelling. **Approved.**

10. Recreation and Amenities:

- 10.1 Sadolin has been purchased for the Pavilion and UFC are going to re-paint it.
- 10.2 Crowd barrier for Recreation Ground football pitch. An Article will be placed in the Upham Update for comments. Cllr Dunford reminded Councillors of the Golf Day this weekend to raise funds for UFC and Sophie's Appeal.

11. Upham Primary School: No Report was available.

12. The Village Hall: Cllr Armstrong said that there was nothing to report.

13. Parish Magazine Report: Clerk will submit.

14. Finance:

14.1 Financial report for May, 2016 (circulated).

14.2 Budget Sheet – Cllr Armstrong said that he will produce a quarterly Budget Sheet combining information from the Income and Expenditure Balance Sheet and the Monthly Financial Reports that the Clerk produces.

15. Items for Future Consideration at next Meeting: There were no items to bring up at the next Meeting.

16. Dates of Future Meetings: Monday 27th June, 2016; Monday 25th July, 2016; No Meeting during August; Monday 26th September, 2016; Monday 24th October, 2016; Monday 28th November, 2016; No Meeting during December.

17. THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.20 p.m.