

BRAISHFIELD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Village Hall, Braishfield
on Tuesday 7th October 2014

Present

Parish Councillors:

Mike Prince (Chairman)

Clive John

Beverley Murtagh

Carole Renvoize

Others:

Parish Clerk: Kate Orange

Residents: four residents including David
Robinson (BVA)

401. Apologies

401.1 Peter White was abroad on holiday and Mike Edwards was abroad working.
Carole Renvoize gave her apologies at 8pm, due to family commitments.

402. Disclosure of Pecuniary Interests

402.1 None were declared.

403. Minutes of the Meeting of the Parish Council held on 2 September 2014

403.1 The Minutes of the meetings were agreed as a true and accurate record, with the
exception of the emergency telephone (see below).

403.2 Minute reference 390.8 stated that a pay-phone could be fitted outside the Village Hall for use in emergencies. It would be a free-phone not a pay-phone.

404. Matters Arising

404.1 None.

405. Police Matters

405.1 None

406. Correspondence

406.1 Test Valley Borough Council is to hold a Pre-hearing Meeting for the Revised Local Plan Examination on Wednesday 15th October at 2pm at Beech Hurst, Weyhill road, Andover. The Hearing will start on Thursday 11th December at Beech Hurst and will resume at Crosfield Hall, Romsey on Tuesday 13th January 2015.

406.2 There are to be a series of presentation evenings for Test Valley residents by Hampshire Fire and Rescue Service. Seasonal and topical advice will be given. The details are to be posted on the Braishfield Parish Council website.

406.3 CPRE have sent a circular letter requesting a donation. The Parish Council are members of CPRE so it was agreed that this is sufficient.

407. Recruitment of Councillors (Widening Recruitment) & Election

407.1 Mike Prince reported that eleven residents have called for an election to fill the vacancy left by Dorothy Ross' resignation. This number is sufficient to require an election to take place (had there been fewer than ten requests for an election, the vacancy would have been filled by co-option).

407.2 Elections are administered by Test Valley Borough Council. In accordance with the rules, Parish Councillors are impartial and will not assist in canvassing or delivery of nomination forms.

407.3 The election timetable has been issued by TVBC and further information about the process is on Braishfield Parish Council's website. The principal dates are:

- Polling Day 27 November 2014
- Publication of Notice of Election Thursday 23 October 2014

- Deadline for Receipt of Nominations 4pm Friday 31 October 2014

407.4 Nomination forms can be obtained from the Parish Clerk. They must be submitted in person to Test Valley Borough Council at their Andover offices at Beech Hurst, between 10m Friday 24th October and 4pm Friday 31 October 2014. This procedure is stipulated by TVBC.

407.5 The Parish Council agreed that polling cards will be ordered from TVBC at a cost of approximately £150 above the election costs. This was in the interests of ensuring that all voters are aware of the election and are provided with information about postal voting.

407.6 The cost of the by-election will be borne by the Parish Council. Should the election be “contested” (i.e. more than one candidate) the cost will be in the region of £1,500 (plus a further £150 for polling cards).

407.7 There will be an election for all seats of the Parish Council in May 2015 and the budget costs for this are the same.

407.8 Mike Prince has informed the Village Hall Committee of the election dates.

408. Defibrillator

408.1 The Parish Council has purchased an AED (automated external defibrillator). The invoice has been submitted, for the sum of £1,680.00, which is in line with the budget of £1,700.00 and was therefore approved for payment.

408.2 Carole Renvoize organised a successful training session with Terry Kane of South Central Ambulance Service. It was well attended by residents, who were given a demonstration of the use of the defibrillator, and were given the opportunity to ask questions.

408.3 Clive John has identified a suitable telephone for purchase, which can be located next to the defibrillator. It will be set to make 999 calls only, and the calls will be free. The reason for this is the poor mobile-phone reception in the village which could make an emergency call impossible for visitors: residents will still use their land-lines to make the initial emergency call. The cost of the phone and box is around £180 excluding VAT. The Parish Council agreed that it should be purchased.

408.4 The Parish Council discussed whether the key-code for the defibrillator box should be issued to residents. South Central Ambulance Service's advice was that the first action in the event of a suspected cardiac arrest is to make a call to 999, in order to have an ambulance sent out. The caller will be advised whether to obtain and use the defibrillator, depending on the individual circumstances. In this event, the caller would be provided with the code. There may be a temptation to go straight for the defibrillator if the code was already known, resulting in a delay in calling 999. For this reason, the Parish Council will not be widely publishing the code.

408.5 The AED, battery and supplies (including pads) will need regular checks and the Parish Council will put a procedure in place for this.

408.6 Community Support Group (Community Resilience)

408.7 Discussion was deferred until the next meeting.

408.8 Community Right to Bid

408.9 The Council will not pursue this at present: no suitable assets have been identified.

409. Planning Matters

409.1 Applications Pending:

Reference	Address	Summary	Parish Council Response	TVBC Status
14/01090/FULLS	Ganger Farm	Erection of 275 dwellings, sports facilities etc.	pending	pending
14/02292/TREES	All Saints Church, Church Lane, SO51 0QH	1 x Horse Chestnut – Dismantle	Comment made	pending

PC original response: Sup supported, Obj objected, Nobj No objection

409.2 New Applications:

Consultation Expiry

14/02292/TREES	All Saints Church, Church Lane, SO51 0QH	1 x Horse Chestnut – Dismantle	Friday 17 th October 2014
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409.3 Determinations:

409.3.1 see Clerk's Report End September 2014

409.4 Detailed Consideration of Applications:

409.4.1 14/01090/FULLS Ganger Farm. The Clerk has been informed that there is a package of new documents to be collected from TVBC's office in Romsey on Wednesday 8th October. The documents are not available for viewing on the website yet. The Parish Council will review the documents when they are available.

409.4.2 14/02292/TREES All Saints Church Horse Chestnut tree. The Parish Council agreed to defer to the local authority arboriculturalist on the condition of the tree and as to whether it should be felled, and will comment as such.

410. Highways and Road Safety (including Traffic Through the Village)

410.1 Mike Prince had information from the police about the traffic data requested by the Parish Council. Police resources are such that traffic data can only be collected from Braishfield once every three to four years. The next time data will be collected is around 2017.

410.2 The Parish Council would like a traffic survey to take place soon in order to inform any decisions it makes over traffic volume and speed. It was agreed that Clive John should arrange to hire a data collecting box for a cost of around £100. It cannot record number plates and does not take photographs, so the information is about traffic volume and speed only.

410.3 Mike Prince reported that the speed cameras on Winchester Road, Crampmoor, are recalibrated to the 30mph speed limit. They are operational.

411. Footpaths and Pond

411.1 Peter White was appointed as Footpath Representative.

411.2 Mike Prince has received an email from Sam Jones of Hampshire County Council's Countryside Service regarding the use of Footpath 13 for vehicular access by an adjacent landowner (this matter has been ongoing for a number of months). In summary, the contents are:

- Hampshire County Council's primary role is to maintain access to Public Rights of Way
- In instances of unauthorized vehicular use, HCC look to the Police to enforce traffic regulations; and land-owners (since the use is trespass). Currently, neither the Police or the landowners are motivated to take the matter forward.
- HCC may consider installing barriers across the entrance to the path. Permission would be required from the landowners. This would also create the liability to maintain and repair the barriers. There is a fairly high risk that they would be removed by someone wishing to drive up the path.
- HCC are in the process of identifying legitimate landowners and ascertaining whether they hold any vehicular rights over the path.
- The Parish Council have been asked to report any problems experienced by walkers.

411.2.1 No complaints have been received by the Parish Council from the public about the vehicles using Footpath 13, but refer to 411.3 below.

411.3 The Parish Council have received a complaint from a parishioner that Footpath 13 is impassable at the north-eastern end. The Parish Council consider that if the footpath were clear, people would start to use it again.

411.3.1 Ben Kington has quoted £300 to clear the path. The Parish Council agreed to instigate the work.

412. Recreation Ground

412.1 Mike Prince has arranged for a sign to be built for the play-area. The sign is now in place. It cost £24 including VAT from Wellington Signs and Designs Ltd and

Mike Prince is to be reimbursed for it.

412.2 Mike Prince has a fixture list from the Football Club for their use of the Recreation Ground. Adults will play every Saturday afternoon until April. Juniors will play every Saturday morning. If the recreation ground is needed for any other reason, the Football Club will make arrange to have “away” matches.

412.3 The fence on the boundary of the recreation ground and Braishfield Road is loose in places. It is a chainlink fence and can be re-fixed. The Clerk is to obtain quotations for repairing it.

413. Reports of Parish Representatives

413.1 None

414. Borough Councillor's Report

414.1 None

415. Clerk's Report

415.1 Kate Orange has produced a Clerk's Report (End September 2014) and a copy is attached to these Minutes.

416. Financial Matters

416.1 The Clerk has transferred the Cash-book to a spreadsheet. This facilitates more frequent reporting on the accounts. Bank Reconciliations will be performed upon receipt of bank statements, monthly. The Clerk distributed a print-out of the Cash-book and a statement of Receipts & Payments Against Budget to the Council.

416.2 The Clerk distributed notes on the budget for 2105 to 2016. Ideas were invited from Councillors, for consideration in due course. Discussion on setting the budget was deferred to the next meeting.

416.3 BDO have completed the Audit of the accounts for the year ending 31 March 2014. There are no matters arising from the Audit therefore the Annual Return has been approved and accepted by the Parish Council. The Annual Return has been published on the Notice Board from 29th September 2014 and will remain in place for the required period of 14 days. The Annual Return and Accounts can be found on the Parish Council's website.

416.4 Payments agreed by the Council were:

Hampshire ALC: Local Council Finance course for clerk	60.00
ICO (Data Protection Register Renewal)	35.00
BDO (audit)	156.00
South Central Ambulance Service (defibrillator)	1680.00
Sign for Playground	24.00
Kate Orange Clerk's Salary for September	166.73
HMRC PAYE on Clerk's Salary	41.60
Kate Orange expenses	20.08

417. Any Other Business

417.1 Carole Renvoize mentioned that there is to be a Christmas Tree festival in All Saints Church on 5th and 6th in aid of charity. The Parish Council agreed to enter a tree. Entry forms need to be returned by 17 November 2014.

418. Open Period

418.1 A parishioner spoke about speeding through the village. He is retired from the police. He is concerned that if the Speedwatch scheme is implemented, it will be extremely divisive in the community for residents to be reporting fellow residents. He also feels that it is a matter for the police to enforce the traffic laws, not members of the public. Mike Prince reported that the Police Commissioner is promoting and subsidising the Speedwatch scheme. Although the Parish Council has hitherto been reluctant to support the scheme, it is one method of reducing speeds through the village which must be considered along with others, once the council has collected its traffic data. The data will be published when it is available.

418.2 David Robinson asked whether there has been progress on bike racks for the recreation ground. Mike Edwards is dealing with this, so this matter was deferred until the next meeting.

419. Date of Next Meeting

419.1 The next meeting of the Parish Council will be held on Tuesday 4th November 2014.