

MINUTES OF THE SMANNELL PARISH COUNCIL MEETING HELD ON 1ST JULY 2024 AT APRIL'S FARM, SMANNELL

Cllrs. Present: Cllr, Paul Dunning, Cllr. Andrew Hooker, Cllr. Stephen Jenkins, Cllr. David Martin, Cllr. Erica Mason

In attendance:

Member of the public.

1. APOLOGIES

Cllr. Marianne Black – Smannell Parish Council

Cllr. Rob Price – Smannell Parish Council

County Cllr. Kirsty North – Hampshire County Council

Borough Cllr. Phil North – Test Valley Borough Council

2. PUBLIC QUESTIONS NOT ON THE AGENDA

None recorded

3. DECLARATIONS OF INTEREST

None recorded.

4. TO RESOLVE THE FULL COUNCIL MINUTES OF THE MEETING HELD ON 29 MAY 2024

The Chair reviewed the Minutes of the Full Council meeting held on 29 May 2024. Members unanimously RESOLVED to accept the Minutes of this meeting as a true and correct record. The Chair signed the Minutes accordingly.

5. MATTERS ARISING FROM THE MEETING HELD – 29 MAY 2024

The Chair reviewed all the action points that were raised from the meeting held 29 May 2024, which had been carried out. There were no significant matters to discuss further.

6. CORRESPONDENCE

The Parish Clerk advised members of all correspondence received to date, which were noted without further comment.

The Chair advised members of his proposal to apply for £1,000 from the Andover Charities Trustees following a recent conversation he had with the Deputy Mayor. He would like to offer free tickets and a burger/hot dog voucher for the fireworks event in November. It could be valued at £10.00, which would also include a free drink. There would be a stipulation that for every free child ticket should be accompanied by a paying adult ticket. The offer to be limited to the children of the parish and the school. The concept being 100 children's tickets at £10.00 per ticket, totalling a grant application of £1,000. Members agreed with this proposal.

ACTION

The Parish Clerk to make an approach to the Andover Charities Trustees for a grant application of £1,000 to underwrite and progress this proposal.

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7. TO RESOLVE THE FINANCIAL EXPENDITURE OF THE PARISH COUNCIL FOR JULY 2024

The Parish Clerk advised members of the expenses of the Parish Council for July 2024, which amounted to £1,276.89 as scheduled below, together with the latest financial position of the Parish Council.

£216.75 – Kevin Glyn-Davies – May Salary

£101.26 – Aster Group - Invoice SINV547727 dated 31 May 2024 – Grass Maintenance in Little London on 10 April 2024

£337.52 – Aster Group – Invoice SINV547728 dated 31 May 2024 – Grass maintenance in Little London Playing Fields 1 May 2024, 16 May 2024 and 29 May 2024

£220.00 – Paul Reynolds (Fair Account) – Invoice 24/060 dated 26 May 2024 – Provision of Internal Audit Services for financial year end 2023/2024

£35.61 – Paul Dunning – Refund – Tesco Invoice A0031010 dated 5 June 2024 – Unleaded fuel for strimmer (£14.49) and Andover Garden Machinery dated 4 June 2024 for strimmer blades (£21.12)

£100.00 – April's Farm – Invoice 0764 dated 13 June 2024 – Hire of Hall on 25 September 2023, 6 November 2023, 15 January 2024, 4 March 2024 and 29 May 2024 at £20.00 per hire

£49.00 – Cardnet Lloyds Bank – Invoice 506457647 SVCCHG dated 14 June 2024 – One-off fee for credit card terminal

£216.75 – Kevin Glyn-Davies – June Salary

Members RESOLVED the financial expenditure schedule for the parish council amounting to £1,276.89.

8. TO RECEIVE AND RESOLVE THE ANNUAL INTERNAL AUDIT REPORT TO THE ACCOUNTS 2023/2024

The Parish Clerk advised members of the Annual Internal Audit Report on the internal audit of the Smannell Parish Council carried out by Paul Reynolds as part of the legal audit requirements in the completion of the Annual Governance and Accountability Return 2023/2024. Paul Reynolds was satisfied that all the parish council internal control objectives have been met and that the parish council is in compliance with requirements.

Members RESOLVED to receive and accept the Annual Internal Audit Report to the Accounts for the financial year end 2023/2024.

9. TO RESOLVE AND FINALISE APPROVAL OF THE PLAY AREA TENDER AND DESIGN FOLLOWING TEST VALLEY BOROUGH COUNCIL GRANT APPROVAL SUCCESS

It was reported that following a number of design issues that some pieces of play area equipment may not be placed in the optimum site, there have been further on-line and on-

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site meetings to ensure the best final design. A solution has been worked out but it will require further ground works to achieve the design concept. Some aspects can potentially be carried out in-house to realise cost savings. The plan is to explore moving the slide next to the climbing frame and then use the other area vacated for the basket swing. This is possible but will need ground levelling to achieve this revised layout design as it is not quite sufficiently large enough.

Interest has also been raised in having MOT baseworks and for mulch, the recommendation is a minimum of 50mm stone to increase the longevity of the surface. At the on-site meeting, it was discussed to consider the option of wetpour and this surface would require 100mm of MOT.

At the recent on-line teams meeting, it was agreed that Kompan will provide a revised quotation detailing different options based on the amended play area design and necessary requirements. Members acknowledged that the revised quotation is awaited and that this would determine the next steps forward for progression.

The existing bark needs to be removed and a suitable location has been identified to place the old bark accordingly.

10. TO RESOLVE THE ANNUAL REVIEW OF THE UPDATES FOR THE DECLARATIONS OF INTEREST

The Parish Clerk advised members that it is a legal requirement that members review their Declarations of Interest to ensure accuracy, compliance and reflect current circumstances. Test Valley Borough Council has requested confirmation that the annual review has taken place accordingly. Members confirmed that all the current Declarations of Interest are correct and updated following minor amendments for some members.

Members RESOLVED the annual review of the updates of the Declarations of Interest and were satisfied that they are all remain current and in compliance with current legislation.

ACTION

The Parish Clerk to ensure that all amended Declarations of Interests for two members are completed and signed and uploaded to the Smannell Parish Council Website and forwarded to Test Valley Borough Council as required.

11. TO RECEIVE AN UPDATE FROM THE LLPF AND EVENTS TEAM AND ACTIVITIES

A report was provided by Cllr. Andrew Hooker.

Little London Fete:

- ✓ Great success and special thanks to Mandy Dunning for contacting and organising stalls.
- ✓ 172 adults through the gate approximately 350 including children.
- ✓ Fancy dress.
- ✓ 15 stall holders including Ice Cream van and Coffee van.
- ✓ Bouncy castle and Fire Engine also present.
- ✓ Income £1,049.80
- ✓ Costs £598.59
- ✓ Post event £85.00

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- ✓ **Final Total £535.00**

Equipment:

- ✓ Site meeting with Nicci. Agreed new layout for equipment.
- ✓ Additional Zoom meeting to finalise details.
- ✓ Now awaiting final details from Nicci.

Gates:

- ✓ Rotten post and old gates removed.
- ✓ New post and gates fitted. Many thanks to Ian Talbot for helping.
- ✓ Signs cleaned and fitted to new gate. Many thanks to Treena Hooker.

Bench:

- ✓ Bench top of field cleaned and repainted. Many thanks to Treena Hooker.

BBQ Area:

- ✓ Two work party invites to start work on BBQ area. Thanks to Gavin Mason and Treena Hooker.
- ✓ Special thanks to David Singleton and Iain Seffron who supplied slabs and used Iain's digger to level site. Needs to be mentioned in the next Parish Oak.

Marquee Damage:

The medium marquee was damaged by extra strong winds and was rescued from Will Brook's farm hedge. 4 poles were damaged and need replacing. Cost for each pole £27. Suggest that we order two additional poles as spares.

Music In The Park:

- ✓ Posters are in place.
- ✓ Being promoted by School, Oak and Enham Alamein Post Office.

12. TO RESOLVE APPROVAL OF THE WEBSITE ACCESSIBILITY STATEMENT FOR THE PARISH COUNCIL

The Parish Clerk advised members of the previously circulated policy document that he relating to the Website Accessibility Statement in pursuance of the 2018 regulations to which all Parish Council must adhere. Members considered the policy statement and it was RESOLVED to approve the Website Accessibility Statement accordingly.

ACTION

The Parish Clerk to ensure that the policy document is uploaded to the Smannell Parish Council Website.

13. TO DETERMINE PLANNING APPLICATIONS

None received.

14. FOOTPATHS AND ROADS UPDATE

Cllr. David Martin advised that he is concerned with the very long period of time that has elapsed in connection with the Rights of Way application for the change of definitive map DMMO 1234 to Hampshire County Council. He appreciated that the Parish Clerk had chased this with an officer at Hampshire County Council in February 2024 but to no avail.

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He intends to also write and requested that the Parish Clerk forward the information to him.

ACTION

The Parish Clerk to forward email details and information on the definitive map application to Cllr. David Martin.

15. BOROUGH AND COUNTY COUNCIL REPORTS

None received.

16. MEMBER QUESTIONS

Cllr. Andrew Hooker commented that there recently appears to be significant business activity at Frenches Farm and wondered if there has been or there is a planning application being submitted. Members acknowledged that if a planning application has been submitted, it would likely have been made to Basingstoke and Deane Borough Council because of the location of Frenches Farm premises. It would necessitate a search on the Basingstoke and Dean Borough Council Website to establish whether a planning application has been submitted.

ACTION

The Parish Clerk was requested to check the Basingstoke and Deane Borough Council as to whether a planning application has been submitted by Frenches Farm.

Cllr. David Martin requested that the draft Smannell Parish Council Resilience policy should be an agenda item at the September Smannell Parish Council meeting.

ACTION

The Parish Clerk to ensure that the draft Smannell Parish Council Resilience Policy is an agenda item at the September meeting of the Smannell Parish Council.

In the absence of any further business to transact, the Chair closed the meeting at 19.40 hours.

The next meeting of the Parish Council will be at April's Farm on 2 September 2024 at 18.30 hours.