

# MICHELMERSH & TIMSBURY PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 23<sup>rd</sup> February 2005 at 7.30 p.m. in the Jubilee Hall, Timsbury.

**Present:** Parish Councillors Dr. W. A. Lees (Chairman), Dr. J. Glasspool, Mr. P. Pritchett-Brown, Dr. M. Subramanyam, Mr. R. Vie, PC Bill Williams (for item 2), one member of the public and Parish Clerk Mr. P. Buist.

### Action

#### 1. Apologies

Apologies were received from Mr. D. Cowling, Mrs. C. Evans and TVBC Cllr. David Bidwell.

#### 2. Open Period

PC Bill Williams introduced himself as the new beat policeman for the area. He was supported by PCs Turpin and Morse. He spoke about the low crime rate in the parish and gave advice about not leaving property in cars. He confirmed that traffic speed monitors had been set up on several village roads. He would write a short piece for the Newsletter. He can be contacted by telephoning 08450 45 45 45.

#### 3. Declarations of Interest

Dr. Subramanyam declared two items of interest, one prejudicial and one non-prejudicial.

#### 4. Confirmation of Minutes of the Parish Council Meeting held on 26 January 2004

The minutes were then **agreed** as a true record and signed by the Chairman.

#### 5. Matters Arising from meeting of 26 January 2004

##### 5.1 Actions completed

- Freedom of Information Act, publication scheme updated.
- Risk Assessment re-draft. To be considered at future meeting.
- Standing Orders additions made.
- Playground Policy updated.
- Kimbridge Lane, reply sent to Mottisfont PC.
- Rights of Way Registers, reply sent.
- South East Plan – HAPTC Seminar attended by Chairman. "Your Shout" document to be completed by Chairman and Dr Subramanyam on behalf of Parish Council.
- Test Valley Area Committee attended by Chairman and Carol Evans. Agreed to distribute leaflet with Newsletter and put details on web site.
- CPRE Membership renewed.
- Twinning Association – reply sent.
- Policy Statements – rough list developed.

PPB

##### 5.2 Items still to be actioned.

- Financial Regulation Amendments. Target was May meeting.
- Addition of policies to the web site.

#### 6. Planning

##### 6.1 Applications

TVS.04887/13, two storey extension to rear, Hillfield House, Rudd Lane.

Due to deadline for response, this had been considered by Councillors and it had been agreed to make no objection.

TVS.CLE.00084, CLE, Buildings F – J3, Hunts Farm. It was **agreed** to refer TVBC to comments made on previous CLE application.

Waste Recycling, Salvidge Farms, Bunny Lane. *Dr. Subramanyam declared a prejudicial interest, his wife was related to the applicant. He left the room and took no part in the discussion and did not vote.*

The Chairman had prepared and circulated an analysis of the application. Dust, noise and traffic were all major concerns. Recycling must be local to be beneficial and the volume of traffic did not support this. The Chairman **proposed**, seconded by Richard Vie that a development on the scale suggested was not appropriate. This was **agreed** unanimously. A response would be sent to Hampshire CC making the points contained in the Chairman's analysis paper.

*Dr. Subramanyam returned to the room.*

TVS.10606, Demolition of a pair of semi-detached cottages and replacement, 1 & 2 Meadow Cottages, Kimbridge Lane. No objection.

TVS.06629/1, Use of building for light industrial B1 use, Unit K, Hunts Farm. *Dr. Subramanyam declared a non prejudicial interest and remained in the room.*

It was **proposed** by the Chairman, seconded by Peter Pritchett-Brown that permission should not be granted until procedures for dealing with the hazardous substances to be use in the building were defined and agreed with the Health & Safety Executive. This was **agreed** unanimously.

## 6.2 Determinations

Outbuilding for use with vineyards, Oak Tree House, Michelmersh. Permission subject to conditions.

Erection of oak framed garage, Pear Tree Cottage, Hill View Road. Refused.

Erection of replacement dwelling, Herons Mead, Timsbury. Withdrawn.

Demolition of existing and replacement with two dwellings, Alveston, Manor Farm Lane. Permission, subject to conditions.

Outline for erection of letting accommodation, Bear & Ragged Staff. Refused.

It was **noted** that the application for works in relation to the access to the Old Redland Tile Works was to be reported to TVBC's Southern Area Planning Committee on 1 March 2005.

## 6.3 Oak Tree House

A letter sent by TVBC in reply to Mr. & Mrs. Wilson, Corner Barns and copied to the Council was **noted**. In particular it was **noted** that the Enforcement Officer was taking up the matter of the removal of a hedge and creation of access to School Lane and erection of gate with Mr. & Mrs. Thomas.

## 6.4 Formation of Planning Committee

It was **proposed** by the Chairman and seconded by Dr. Subramanyam that a Planning Committee was formed to deal with planning applications that, because of the response deadline, could not be dealt with at the regular Parish Council meetings. The meeting would be quorate with two and have a maximum of six members. This was **agreed** unanimously. Richard Vie confirmed he would stand down from this committee.

## 6.5 Implications of Alveston Decision

It was **agreed** that the Chairman should speak to Cllr. Bidwell about the decision made by the Planning Committee in relation to Alveston. This was that policy C1, dealing with "infill" over-rides all other policy.

WAL

## 7. Financial Matters

### 7.1 Current Financial Situation

A full financial statement had not been produced. However, it was reported that the current financial situation was:

Gold Savings Account	£21,718
Current Account	£596
Cheques not cashed	£25
Invoices to pay	£1240

Funds available £21,110  
The Chairman noted that this sounded a lot, but it included £6,500 earmarked for the Jubilee Hall. This would then set reserves at about the target figure of one year's precept.

## 7.2 Invoices for Payment

It was agreed to make the following payments:

Bells Solicitors	Legal Fees	£775.50
HAPTC	Affiliation Fees	£157.00
The Studio	Newsletter & Directory Printing	£199.30
BRS	Fire appliance service	£78.73
Jubilee Hall MC	Hall Hire	£19.75
TVBC	Pocket Park Rent	£10.00

## 7.3 Servicing of Fire Alarms

It was **agreed** to approach BRS for a quote for servicing the fire alarm system in the pavilion.

PBu

## 8. Recreation Ground

### 8.1 Playground Inspection

The playground equipment had been inspected and no deterioration was noticeable. John Glasspool agreed to carry out the playground inspection while Peter Pritchett-Brown was away.

JG

### 8.2 Working Party Report

It was **noted** that a signed copy of the Byelaws had been found. These had been copied, laminated and attached to the Pavilion and cricket scorer's shed. The Chairman had arranged a meeting with a member of TVBC who would be able to make recommendations on play equipment for children with disabilities.

WAL

## 9. Highways & Environment

### 9.1 Variations to Main River

The letter from the Environment Agency advising changes to the main river network was **noted**.

### 9.2 Clean Neighbourhoods & Environment Bill

The letter from Defra advising of the new bill was **noted**. This gives new powers to Parish Councils to deal with a range of anti-social matters. A paper on the measures included in the bill was given to Councillors.

### 9.3 Dog Stiles

Aiden Harvey and Sir David Frost had given formal written approval to the installation of dog stiles on their land. The Chairman would call a meeting of the volunteers and agree the stiles to be purchased.

WAL

## 10. Correspondence

### 10.1 Citizen Engagement & Public Services

The consultation document was **noted** and passed to the Parish Plans group for consideration.

### 10.2 Vibrant Local Leadership

The consultation document was **noted** and passed to the Parish Plans group for consideration.

### 10.3 Reception for Parish & Town Councils

The letter from Hampshire County Council inviting members to a reception was **noted**. It was decided not to attend.

### 10.4 Churches of the Test Valley

The request from Mr. Beggs was **noted**.

### 10.5 Transfer of Licence – The Malthouse

The letter from Bells Solicitors advising of the transfer was **noted**. A copy

of the advice had been signed and returned.

#### **10.6 A Code for the Future**

The letter and consultation document from the Standards Board for England was **noted**. The Chairman would consider.

WAL

#### **11. Risk Assessment Actions for February**

None.

#### **12. Disaster Planning**

The discussion paper from Dr. Glasspool was **noted**. It was **agreed** that creating a disaster plan was a good idea and that Dr. Glasspool, the Chairman and Dr. Subramanyam would form a small group to work on a disaster plan.

JG / WAL /  
MS

#### **13. Parish Plan**

Richard Vie reported that Hampshire Community Action was resuscitating parish plans with small grants. He would be attending a meeting at Sutton Scotney on 3 March. He also reported that the group was suffering from a lack of volunteers to take ideas forward.

#### **14. Meetings Attended**

The Chairman had attended a meeting to discuss mineral resource strategy as well as attending the Test Valley Area Committee with Carol Evans.

#### **15. M&T Sports Club**

##### **15.1 Sports Club Correspondence – Chairman’s Report on Public Liability Insurance**

The Chairman reported that he had written to the Sports Club and received two letters in return. The Club was questioning the advice given by our insurers and so copies of the Club’s letters had been sent to Allianz. Allianz has now confirmed that the Parish Council is fully covered for public liability. The Club’s insurance only provides cover while club activities are being pursued and there could therefore be a gap if the Club was found to be legally liable for an accident to a person at some other time. This was not the Parish Councils responsibility and the Sports Club must cover their own liability.

Before discussing items 15.2 and 15.3, It was proposed by the Chairman and seconded by John Glasspool that: Pursuant to Section 1 (22) of the Public Bodies (Admission to Meetings) Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the subject of Sports Club other correspondence and further discussion about the club, claim and legal advice as it could prejudice any settlement.

Additionally keep items 15.2 and 15.3 confidential until after either successfully negotiations or trial concluded.

This was **agreed** unanimously. The one remaining member of the public left the meeting.

##### **15.2 Sports Club Correspondence – Other**

The letter from Hampshire Playing Fields Association offering to mediate was **noted**. The reply by the Clerk explaining that both parties had now agreed to the appointment of a mediator (Roger L Davey) was also **noted**.

##### **15.3 Further discussion as necessary about Club, Claim & Legal Advice**

It was **noted** that the minutes of the Parish Council meeting held on 24 November still had a “confidential” label on item 17.2. It was **proposed** by the Chairman, seconded by Peter Pritchett-Brown that the minutes of the 24 November could now be release apart from item 17.2, which would continue to remain “confidential”. This was **agreed** unanimously.

The Sports Club's apparent lack of full public liability insurance was further discussed. The lease was considered to cover this point. The Club must cover themselves fully against a public liability claim and provide the Parish Council with a copy of the policy. Richard Vie **proposed** and the Chairman seconded that we should ask our solicitor (Bells) to examine the terms of the lease and correspondence from the Sports Club and acquire evidence from the Sports Club that they meet the terms of the lease for public liability insurance cover. This was **agreed** on a vote of 3 for, 1 against and 1 abstention (Dr. Subramanyam). P Bu

The Council wished it minuted that it was not their intention to terminate sporting facilities but to ensure that they were properly administered.

It was noted that the Club had now agreed to the use of a mediator, Roger L Davey. Mr. Davey's mediation agreement was considered by the Council.

It was proposed by the Chairman and seconded by Peter Pritchett-Brown that:

- Mr Davey's agreement is accepted.
- We require the agreed rent to be paid, in return the Parish Council will set aside 10% of the precept for sporting facilities in the parish.
- The Chairman will represent the Council in the mediation process (Richard Vie to deputise if the Chairman was unavailable) supported by the Clerk.
- Any settlement reached in the mediation process would be discussed with our solicitor and agreed with the Parish Council prior to signing.

This was **agreed** on a vote of 4 for and 1 against (Dr. Subramanyam).

#### **16. Chairman's Mandate**

The Chairman was mandated to speak on behalf of the Parish Council on the items contained in these minutes.

#### **17. Any Other Business**

There was no other business

#### **18. Dates of future meetings, including the Annual Parish Meeting.**

Parish Council – Wednesday 23 March 2005.

Parish Council – Wednesday 27 April 2005.

Annual Parish Meeting – Friday 13 May 2005.

All meetings in the Jubilee Hall, starting at 7.30 p.m.

The meeting closed at 10.45 p.m.

Peter Buist  
Parish Clerk  
2 March 2005.