

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 27th April 2005 at 7.30 p.m. in the Jubilee Hall, Timsbury.

Present: Parish Councillors, Mr. D. Cowling, Mrs. C. Evans, Dr. J. Glasspool, TVBC Councillor, Mr. D. Bidwell and Parish Clerk, Mr. P. Buist.

Action

1. Election of Chairman

In the absence of the Chairman and Vice-Chairman, it was necessary to elect a Chairman for the meeting. Mr. D. Cowling proposed and Dr. J. Glasspool seconded Mrs. C. Evans who was duly elected Chairman.

2. Apologies

Apologies were received from Dr. W. A. Lees, Mr. P. Pritchett-Brown, Dr. M. Subramanyam, and Mr. R. Vie.

3. Open Period

No matters were raised.

4. Declarations of Interest

There were no declarations of interest.

5. Confirmation of Minutes of the Parish Council Meeting held on 23 March 2005.

Dr. Subramanyan had written to point out that he did not agree with paragraph 17 of the minutes. The paragraph wording was reviewed by the Council and considered to be an accurate record. The minutes were then **agreed** as a true record and signed by the Chairman.

6. Matters Arising from meeting of 23 March 2005.

6.1 Actions completed

- Response to "your shout"
- Service quote from BRS for fire alarms and emergency lighting.
- A code for the future
- Request for RoSPA inspection of playground.
- Order for dog stiles.
- Check of financial records by Chairman.
- Letter to Sharon Thomas re village shop proposal.
- Request for advice from solicitor.

6.2 Items still to be actioned.

- Alverston – Chairman to talk to Cllr. Bidwell.
- Review and approve new Risk Assessment.
- Disaster Planning
- Request for copy of Sports Club constitution.

WAL
WAL/ PBU

WAL
PBU

7. Confirmation of Minutes of the Planning Committee held on 12 April 2005.

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

8. Matters Arising from meeting of 12 April 2005.

All actions had been completed.

9. Planning

9.1 Applications

There were no applications to be considered.

9.2 Determinations

Erection of detached building to provide a residential annex and garage,

Hill Top, Heron Lane, permission subject to conditions and notes.

Erection of pair of semi-detached replacement dwellings, Meadow Cottages, Kimbridge Lane, permission subject to conditions and notes.

Use of building for light industrial B1 use, Unit K, Hunts Farm, refused.

Two storey extension to rear of Hillfield House, Rudd Lane, refused.

9.3 Bridle View

Dr. Glasspool expressed his concern that a mobile home had been placed on the site known as Bridle View without permission, that the occupant had been taken to court and fined but Test Valley BC had taken no action to remove the mobile home from the site. There had been no reference to the Parish Council on the action to be taken and now a deal had been done between TVBC and the occupant's solicitors that allowed him to remain as a sole occupant and that he clears the poly tunnels from the site within 3 months. There were concerns expressed about what might happen if the occupant died. The view of the Parish Council was that the whole process had been mis-managed by TVBC and the Clerk was instructed to write to the Head of Planning expressing this view.

PBu

10. Financial Matters

10.1 Current Financial Situation

The financial statement circulated earlier was noted. This paper is attached to the minutes.

10.2 Invoices for Payment

It was agreed to make the following payments:

1-2-1 Locksmiths New locks to pavilion & store £519.35

It was **noted** that extra bolts were required to secure the fire doors when the club was not in use. It was **agreed** to write to the Sports Club and remind them that the bolts must be withdrawn when the club was in use.

The PC also **noted** the offer from the Sports Club Secretary to meet some of the cost. The Clerk would copy the invoice to the Sports Club.

PBu

M&T Jubilee Hall Hall hire £21.73

5-Star Cleaning Grass cutting around JH £31.73

P Buist Salary & expenses £236.32

G P Smith Repair of pavilion window £42.50

10.3 Fire Alarm Service Contract

BRS had quoted £170.00 plus VAT for a year. This compared with the current cost of the ADT servicing at £160.10 plus VAT. It was **agreed** to see if BRS would match the ADT figure and move all servicing to BRS.

PBu

11. Recreation Ground

11.1 Playground Inspection

The playground equipment had been inspected and no deterioration was noticeable.

11.2 Working Party Report

It was noted that the three quotes had now been received. All were expensive at over £10,000 and grants would be needed. The Working Party would review the proposals.

WP

12. Highways & Environment

12.1 A3057 Speed Restrictions

Cllr. Bidwell explained the plans made by Hampshire CC and endorsed by the police for speed restrictions on the A3057 between Romsey and Stockbridge. These plans were welcomed by the Parish Council.

13. Correspondence

13.1 HAPTC AGM

It was **noted** that the HAPTC AGM would take place on Saturday 8th October and that resolutions would be required by Friday 1st July.

13.2 Retirement of HAPTC Director

It was **noted** that the director of HAPTC would retire this year. The Chairman of the Executive Committee had asked for contributions for a retirement present from Parish and Town Councils. However, it was **noted** that it was illegal to use public funds for this purpose and that any contribution would have to come from members of the Council. There were no offers.

13.3 Minerals & Waste Questionnaire

It was noted that the Chairman had responded to the questionnaire.

13.4 Test Valley Community Awards 2005

It was **agreed** to nominate Bryan Raines, if he had not already been nominated.

CE

13.5 Trafalgar Day

The information on the proposed Trafalgar Weekend was **noted**. It was **agreed** to ask Martin Rickman at "The Malthouse" if he was interested in putting on a Trafalgar Day celebration.

JG

13.6 Minerals & Waste Consultation

The consultation document on More from Less was noted and it was agreed to pass this on to the Chairman for consideration.

PBu

13.7 CPRE AGM

The date of the CPRE AGM was **noted** as Saturday 7 May. There was no one available to attend.

14. Risk Assessment Actions for February

14.1 Set Minimum Value for Tendering

It was **agreed** to leave this at the current level of £500.

14.2 Determine S.137 Limit.

The sum still appeared to be a last years level (i.e. £5.14 per head of population). The level was therefore **determined** at £5.14 x 618 = £3176.52.

14.3 Review Insurance Cover.

It was **agreed** to raise the level of the fidelity guarantee to £20,000 on the advice of the Auditor. Parish assets were index linked and had been raised by 7%. The renewal premium for 2005 was £2,479.54. It was **agreed** to accept this as attempts to find a lower quote in the last two years had been unsuccessful.

15. Parish Plan

HAPTC were organising a seminar on how a parish plan influences at the Sir Harold Hillier Gardens on Friday 20th May from 9.45 a.m. to 12.45 p.m. Richard Vie would be asked if he wished to attend. The cost of £10 was approved.

PBu

16. Meetings Attended

Donald Cowling had attended the Landscape and Trees training day. Presenters had spoken about how the landscape was considered in planning applications, for TPOs, trees had to be at risk, there was no scheme for making landowners maintain trees and all trees in conservation areas were protected. A further training day on trees in conservation areas was planned.

17. Arrangements for Annual Parish Meeting.

A draft agenda was considered and agreed. It was also agreed not to have a discussion on the Sports Club with the court case still pending. A positional statement from the Council could be read. A flyer would be produced and delivered. A cost of £30 was approved for delivery.

PPB

18. M&T Sports Club

18.1 Sports Club Correspondence

The letter from the Sports Club dated 9 April was **noted**. It was **agreed** that the Club could see the Council's insurance policy but that it would have to be after the documents have been returned from the solicitor.

PBu

The letter from Bells dated 7 April with advice on the lease was noted.

The letter from the Sports Club dated 19 April offering to settle the Council's claim for £1977.50 was **noted**. It was **agreed** the offer should be made through both parties solicitors.

PBu

18.2 Further discussion as necessary about Club, Claim and Legal Advice.

There were no further matters for discussion.

19. Chairman's Mandate

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

20. Any Other Business

20.1 BKP Meeting

Cllr. Bildwell advised that a meeting with BKP was due. He would talk to the Chairman about possible dates.

21. Dates of future meetings, including the Annual Parish Meeting.

Annual Parish Meeting – Friday 13 May 2005.

Parish Council – Wednesday 25 May 2005.

Parish Council – Wednesday 22 June 2005.

Parish Council – Wednesday 27 July 2005.

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

Afternote: The Annual Parish Meeting date has been changed to 20 May, to avoid a clash with the Horticultural Society's plant sale.

The meeting closed at 9.10 p.m.

Peter Buist
Parish Clerk
6 May 2005.

Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 31 March 2005

	2004/5 Budget £	2004/5 Actual £
INCOME		
Precept	14000.00	14000.00
Sports Club Rent	0.00	330.00
Jubilee Hall Rent	5.00	
VAT Recovered	160.00	427.36
Interest on Bank Account	50.00	216.10
Grants/Donations	0.00	
Newsletter Advertising	100.00	213.00
Transfer from Earmarked Reserves	4949.00	4949.00
Total	19264.00	20135.46

EXPENDITURE

ADMINISTRATION		
Unavoidable Costs		
Clerk's salary & expenses	3500.00	3232.18
Petty Cash + stationery + refs	200.00	40.90
Election Costs [data ex TVBC]	0.00	
Insurance	2200.00	2268.42
Audit	600.00	140.00
Pocket Park rent	10.00	10.00
Bank charges	25.00	7.50
Village Hall hire	250.00	184.82
Legal / Professional Fees	3500.00	975.50

ADMINISTRATION		
Avoidable Costs		
SLCC/CPRE/HAPTC subs	200.00	182.00
Newsletter	800.00	1059.98
Web Hosting Fee		105.69
Deliveries	90.00	30.00
Training	100.00	100.00
Framing Picture		25.00

GRANTS & DONATIONS		
Unavoidable Costs		
Jubilee Hall	2949.00	

GRANTS & DONATIONS		
Avoidable Costs		
Parish Churches	500.00	500.00
Parish Plan	500.00	
Others	100.00	50.00

REC GROUND & PAVILION		
Unavoidable Costs		
Fire alarm maintenance	400.00	334.01
Electrical inspection	100.00	
Maintenance	1500.00	

REC GROUND & PAVILION		
Avoidable Costs		
Grass cutting	0.00	
Playground	2000.00	456.40
Fences	0.00	
Seats	0.00	

ENVIRONMENT		
Avoidable Costs		
Grass cutting/Tree Warden	450.00	345.18
Bus shelter/signs	1000.00	
Other (Inc. N. Hecks on B. Plan)	1000.00	
Dog Stiles	200.00	

Total 22174.00 10047.58

Current Financial Statement as at 31 3 05

Gold Account	19843.75
Current Account	1372.69
Petty Cash	2.93
Cheques written but not cashed	0.00
Invoices awaiting payment	851.63
Funds available	20367.74
Invoices to be paid	
1-2-1 Locksmiths	519.35
M&T Jubilee Hall	21.73
5 Star Cleaning	31.73
P. Buist	236.32
G.P. Smith	42.50
Total	851.63