

# MICHELMERSH & TIMSBURY PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 22<sup>nd</sup> June 2005 at 7.30 p.m. in the Jubilee Hall, Timsbury.

**Present:** Parish Councillors, Dr. W. A. Lees (Chairman), Mr. D. Cowling, Mrs. C. Evans, Dr. J. Glasspool, Mr. P. Pritchett-Brown, Dr. M. Subramanyam, and Mr. R. Vie, Parish Clerk, Mr. P. Buist, and 3 members of the public

### Action

#### 1. Apologies

Apologies were received from TVBC Councillor, Mr. D. Bidwell.

#### 2. Open Period

Keith Morgan spoke about his concerns for the financial stability of the Primary Care Trust and the possibility that Romsey Hospital may be closed. There had been no local consultation and if the local hospital was closed, patients may have to go to Basingstoke. Many people from Romsey and the district had contributed to the Romsey Hospital appeal and if the hospital was closed, they should get their money back. He urged all to write letters of protest to the Chief Executive of the PCT.

#### 3. Declarations of Interest

Dr. Lees declared a personal and prejudicial interest in the planning application for Woodlands, Haccups Lane, as the neighbours of the applicant were friends of his. Dr. Subramanyam declared a personal and prejudicial interest in the planning application for Salvidge Farms, as the applicant was related to his wife.

#### 4. Confirmation of Minutes of the Parish Council Meeting held on 25 May 2005.

Dr. Subramanyam was concerned that the minutes at item 19.2 did not fully reflect his view. It was **agreed** that Dr. Subramanyam could submit a further note for inclusion in these minutes if he wished. The minutes were **agreed** as a true record and signed by the Chairman.

MS

#### 5. Matters Arising from meeting of 25 May 2005.

##### 6.1 Actions completed

- A copy of the Council's insurance policy had been sent to the Sports Club.
- Statement of Community Involvement – a new draft was available and appeared sensible.
- Redland Tile Site – a request for an update had gone to TVBC.
- Financial Regulations – agreed change to para 2.5 included and regulations issued.
- Local Government Acts – the Chairman had replied.
- Michelmersh v. Timsbury Cricket Match – the Council insurance covered this event. The match was a success and Norton Welch had thanked the Council for its support.
- Recycling Facilities – Dr. Glasspool had written to TVBC.

##### 6.2 Items still to be completed.

- Alveston – The Chairman had spoken to David Bidwell, but had not arranged to see Mrs Winter. The Vice-Chairman would follow this up.
- Risk Assessment – The Chairman & Clerk had completed their review. Some changes were to be included in the final version.
- Jubilee Hall Insurance – this would be taken up when the new Secretary was in post.
- Parish Plan – Richard Vie and Nick Bone would be meeting to discuss.
- Disaster Plan – The Chairman would work on this.
- Cycle Track – information on progress was awaited from Cllr. M. Woodhall.

PPB

PBu  
WAL

RV  
WAL

## 6. Planning

### 6.1 Applications

*Dr. Subramanyam had declared a personal and prejudicial interest in the planning application for Salvidge Farms. He left the room while consideration of this item took place.*

New Waste Recycling Facilities, Salvidge Farms, Bunny Lane. The Council noted the three changes made to the original application but did not believe that these were sufficiently significant enough for them to change their previously held view. They **agreed** that they were opposed to the proposal and believed that while it no longer appeared to be a departure from Hampshire County Council's own development plan it did not match the best practise developed by HCC in its recently completed MRS.

PBu

*Dr. Subramanyam returned to the room.*

TVS.02153/2. Erection of two storey rear extension, Linhay Meads, Stockbridge Road. The Council had no comments to make.

TVS.10665. Erection of two storey extension and new dwelling, 4 Waterworks Cottages, New Road. The revised block plan was noted, but there was no change in the Parish Council's view. It was noted that the application was being recommended for permission in the officer's report and that the Southern Planning Committee would consider the application on 28 June. A member of the Council would attend to speak against.

TVS.10699. Erection of 4 bedroom house, land adjacent to Woodlands, Haccups Lane. *The Chairman had declared a personal and prejudicial interest in this planning application. He left the room while consideration of this item took place.*

The Council were concerned about the height and mass of the proposed new development. It appeared an over development of the site, was out of keeping with the surrounding area and did not accord with the VDS. In addition it was on the approach to the conservation area, which was considered to be as sensitive as the conservation area itself. It was **agreed** to object. *The Chairman returned to the room.*

### 8.2 Determinations & Appeals

TVS.03729/3, two storey front extension, Sunny Mead, Stockbridge Road. Permission.

TVS.09368/2, Alveston, Manor Farm Lane, discharge of conditions on boundary treatment and hard and soft landscaping.

TVS.02443/3, alterations to loft & dormer windows, Hill View, Hill View Road. Permission.

TVS.00265/4 & TVS.LB.00470/2, demolition of bay window and erection of conservatory, Brackenwood Cottage, Rudd Lane. Permission.

Appeals against planning permission and enforcement notice, Hunts Farm were noted.

## 7. Financial Matters

### 7.1 Current Financial Situation

The statement of income and expenditure against budget and bank account reconciliation was **noted**. This paper is attached to the minutes.

### 7.2 Invoices for Payment

The following invoices were approved for payment:

Bell's Solicitors (27 May)	£740.25
Bell's Solicitors (9 June)	£699.25
P. Buist (Salary & Expenses)	£380.70
The Studio (Newsletter)	£166.90
Playground Management Ltd (RoSPA inspection of playground)	£69.33

### 7.3 Stationery Allowance

Many documents are now circulated as email attachments and have to be printed by Councillors. In the past documents would have been printed by

the Clerk at a cost to the Parish Council. John Glasspool **proposed** and Carol Evans seconded that in principle Councillors should receive a stationery allowance to cover this expense. This was **agreed**. It was further **agreed** that consideration of the amount to be provided would be considered when the 2006/7 budget was compiled.

## 8. Recreation Ground

### 8.1 Playground Inspection

The playground equipment had been inspected and no further deterioration was noticeable. The RoSPA report on the playground had just been received, but there had been no time to study the recommendations.

### 8.2 Playground equipment and resurfacing – grant decision and award of contract

It was **noted** that Test Valley Borough Council had made a grant award of £3025 (50%) towards the cost of resurfacing the children's play area. The Chairman **proposed** that the contract for resurfacing the play area was awarded to Playground Services Ltd at a cost of £6050. This was seconded by Peter Pritchett-Brown and **agreed unanimously**. The Secretary of the Sports Club who was present at the meeting confirmed that he had heard the agreement to replace the surface and asked for confirmation in writing.

PBu

## 9. Highways & Environment

### 9.1 Minerals & Waste, Statement of Community Involvement

The Chairman would consider the draft document. Dr. Subramanyam and Dr. Glasspool offered help.

### 9.2 Fly Tipping – Bunny Lane

Soil and rubble had been dumped at the junction of Bunny Lane and Stockbridge Road. Hampshire CC and Test Valley BC had both been informed, but no action had been taken. It was suggested that the tipping may have been done with the knowledge of Test Valley BC to which it was **agreed** to write.

PBu

### 9.3 Hedges in Haccups Lane

The Chairman reported that these were becoming dangerous. The Chairman himself had cut off some branches that were projecting into the road, but the landowners needed to take action. The Chairman had emailed TVBC and told the Highways Department of the problems.

## 10. Correspondence

### 10.1 Hampshire Village Initiatives

The letter was **noted** and passed to Richard Vie for consideration in relation to the playground project.

RV

### 10.2 Jubilee Hall, Hire Rates & Accounts

The increase in hire rates of 10% was noted also the accounts.

### 10.3 Positional Statement

The letter from Robin Goodland was **noted**. It was **agreed** to acknowledge his letter and inform him that the documents that he requested do not exist. Best value principles are used when compiling the budget.

### 10.4 Letter from Dr. Subramanyam

This would be an agenda item for the next meeting.

PBu

### 10.5 Letter from John Rhodes

This was noted. It was agreed to acknowledge receipt and say contents had been noted.

PBu

### 10.6 Governor for Awbridge School

The email from Mark Stileman was noted. The Chairman would consider.

WAL

## 11. Risk Assessment Actions for June

### 11.1 Inspection of Parish Assets

The Chairman had carried out an inspection. He found that:

The exterior of the pavilion was OK.

The interior should be inspected with the agreement of the Sports Club.

The Store building had loose guttering and should be repaired.

The flagpole crosstree was rusting. *It was agreed to open the meeting to allow Robin Goodland to speak.* He offered to lower the pole and inspect the crosstree. This offer was gratefully accepted.

The state of the underground water system was unknown. The SC should be asked whether or not they had filled in the cistern as they had undertaken to do so.

PBu

One broken seat on the recreation ground had been made safe.

Ridge tiles on both bus shelters needed repair.

Sixteen fence post along the fence between the recreation ground and Hunts Farm Sorts Ground needed replacing

The hornbeam hedge may need further trimming, but it was noted that it provided a sound break for Mannyngham Way residents.

It was **agreed** to put the various bits of work in hand.

### 11.2 Review of Standing Orders and Financial Regulations

A suggestion from the Chairman that Council representatives on other village bodies should declare a prejudicial interest when a money vote had to be taken did not fine favour.

The Chairman **proposed**, Carol Evans seconded that: the resolution of 24<sup>th</sup> Nov. 2004, in Section 14.1, that the Clerk, as Proper Officer, with the approval of the Chairman, be authorised to take action on behalf of the Council on matters of urgency arising between meetings, should be incorporated in Standing Orders. This was **agreed unanimously**.

PBu

The Chairman **proposed**, seconded by Peter Pritchett-Brown that the Chairman, Vice Chairman & Clerk review the Councillor's Code with a view to drafting a modification to Standing Order's. With particular reference to contact with the media and overall simplification. **This was agreed**.

WAL/PPB

The review of the Financial Regulations had been completed last month.

### 11.3 Financial & Budget Review

This had taken place under item 8.1.

### 11.4 Reconciliation of Bank Account

This had taken place under item 8.1.

### 11.5 Sports Club Rent Review 2005.

It was **proposed** by Peter Pritchett-Brown, seconded by Donald Cowling that the Sports Club rent under the current lease agreement should remain unchanged at £2,500 per annum. **Agreed** unanimously.

PBu

## 12. Meetings Attended

None.

## 13. M&T Sports Club

### 13.1 Sports Club Correspondence

There was no correspondence to consider.

### 13.2 Further discussion as necessary about Club, Claim and Legal Advice & Expenditure Provision.

In answer to a question from Dr. Subramanyam, it was confirmed that the Parish Council had never agreed to "multi-track" as the court track for the claim.

Dr. Subramanyam also asked about funds required to go to court. The

Chairman **proposed**, seconded by Donald Cowling that a further £3,000 was included in the budget to meet court and related costs. The Financial Regulations allowed for the re-allocation of funds and the Clerk advised that in order to provide the additional £3,000, the grants budget was reduced by £1,500, the playground budget was reduced by £950 and the remaining £550 was allocated from reserves. This would maintain reserves at around the figure expected by the Auditor. This action was **agreed** on a vote of 6 for and 1 against. Dr. Subramanyam voted against.

The court process had now recommenced but there was no further information from Solicitors.

#### **14. Chairman's Mandate**

In view of the Chairman's possible absence, both the Chairman and the Vice-Chairman was mandated to speak on behalf of the Parish Council on the items contained in these minutes.

#### **15. Any Other Business**

##### **15.1 Romsey Hospital**

Dr. Glasspool would provide a draft letter in support of Romsey Hospital and the address to which it should be sent. The Chairman undertook to circulate copies to the Councils of the Southern Test Valley likely to be affected by any changes.

JG / WAL

##### **15.2 Rejected Newsletter Item**

Peter Pritchett-Brown advised that he had rejected an item for the Newsletter from the Sports Club.

#### **22. Dates of future meetings.**

Parish Council – Wednesday 27 July 2005.  
All meetings in the Jubilee Hall, starting at 7.30 p.m.

The meeting closed at 10.20 p.m.

Peter Buist  
Parish Clerk  
30 June 2005.

**Michelmersh & Timsbury Parish Council - Financial Report**

Actual Amounts are as at 31 May 2005

<b>INCOME</b>	<b>2005/6 Budget £</b>	<b>2005/6 Actual £</b>		
Precept	14000.00	7000.00		
Sports Club Rent	60.00			
Jubilee Hall Rent	5.00			
VAT Recovered	160.00			
Interest on Bank Account	120.00			
Grants/Donations	4500.00			
Newsletter Advertising	100.00			
Transfer from Reserves	11500.00	11500.00		
<b>Total</b>	<b>30445.00</b>	<b>18500.00</b>		
 <b>EXPENDITURE</b>				
<b>ADMINISTRATION</b>				
Unavoidable Costs				
Clerk's salary & expenses	3800.00	520.51		
Stationery + Refreshments	100.00	36.05		
Election Costs [data ex TVBC]				
Insurance	2800.00	2479.54		
Audit	600.00			
Pocket Park rent	10.00			
Bank charges	25.00			
Village Hall hire	275.00	45.73		
Legal / Professional Fees	3000.00			
L/P Fees voted 24/11/04				
 <b>ADMINISTRATION</b>				
Avoidable Costs				
SLCC/CPRE/HAPTC subs	220.00			
Newsletter	825.00	156.30		
Web Hosting Fee	110.00			
Deliveries	90.00	30.00		
Training	100.00			
Framing Picture				
 <b>GRANTS &amp; DONATIONS</b>				
Unavoidable Costs				
Jubilee Hall	6500.00			
 <b>GRANTS &amp; DONATIONS</b>				
Avoidable Costs				
Grants	2500.00			
Parish Plan	500.00			
Donations	250.00			
 <b>REC GROUND &amp; PAVILION</b>				
Unavoidable Costs				
Fire alarm maintenance	420.00	94.06		
Electrical inspection	100.00			
Maintenance	0.00	561.85		
 <b>REC GROUND &amp; PAVILION</b>				
Avoidable Costs				
Grass cutting	0.00			
Playground	7000.00			
Fences	0.00			
Seats	0.00			
 <b>ENVIRONMENT</b>				
Avoidable Costs				
Grass cutting/Tree Warden	350.00	31.73		
Bus shelter/signs				
Other (Inc. N. Hecks on B. Plan)				
Dog Stiles	0.00	197.69		
<b>Total</b>	<b>29575.00</b>	<b>4153.46</b>		

  

	<b>Current Financial Statement as at 31 5 05</b>	
	Gold Account	26843.75
	Current Account	3429.76
	Petty Cash	2.93
	Cheques written but not cashed	3167.26
	Invoices awaiting payment	2056.43
	Funds available	25052.75
	Invoices to be paid	
	Bell's Solicitors - 27 May	740.25
	Bell's Solicitors - 9 June	699.25
	P. Buist Sal & Expns	380.70
	The Studio	166.90
	Playground Management Ltd	69.33
	Total	2056.43