

MICHELMERSH & TIMSBURY PARISH COUNCIL

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

Present: Parish Councillors, Mr. P. Pritchett-Brown (Chairman), Mr. D. Cowling, Mrs. C. Evans, Parish Clerk, Mr. P. Buist, TVBC Councillor, Mr. D. Bidwell, and 1 members of the public

Action

1. Apologies

Apologies were received from Dr. W. A. Lees, Dr. J. Glasspool, Dr. M. Subramanyam, and Mr. R. Vie.

2. Open Period

No matters were raised.

3. Declarations of Interest

None

4. Confirmation of Minutes of the Parish Council Meeting held on 22 June 2005.

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

5. Matters Arising from meeting of 22 June 2005.

5.1 Items still to be completed.

- Alveston – The Vice-Chairman would follow this up. PPB
- Risk Assessment – Some final amendment required. PBu
- Jubilee Hall Insurance – this would be taken up now new Secretary was in post. WAL
- Parish Plan – Richard Vie and Nick Bone would be meeting to discuss. WAL
- Disaster Plan – The Chairman was working on this. WAL
- Cycle Track – plans were being sent by TVBC. PBu
- Repair work on village assets
- Amendments to Standing Orders WAL / PBu

6. Confirmation of Minutes of the Parish Council Meeting held on 7 July 2005.

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

7. Matters Arising from meeting of 7 July 2005.

All actions had been completed.

6. Planning

6.1 Applications

None.

8.2 Determinations

Two storey extension with chimney, Linhay Meads. Permission.

Two storey extension and new 3 bedroom dwelling, 4 Waterworks Cottages, New Road. Permission.

Tea Room, Choice Plants, discharge of condition 3, walls.

Single & first floor extensions, Oak Tree House, discharge of condition 3, boundary treatment.

Two new dwellings, Alevston, discharge of condition 2, materials.

It was noted that the three appeals regarding Hunts Farm would be heard on 25 October.

8.3 Noise report on proposed waste recycling plant, Salvidge Farm, Bunny Lane

Dr. Lees had considered the noise report. It was **agreed** to respond to the

report using the letter drafted by Dr. Lees.

PBu

8.4 Village Design Statements

The letter from TVBC was **noted**. It was **noted** that the SPG status of the M&T VDS would be retained, but if any revision of the document was undertaken a new procedure would have to be followed if it was to gain the status of a Supplementary Planning Document.

9. Financial Matters

9.1 Current Financial Situation

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

9.2 Invoices for Payment

The following invoices were approved for payment:

P. Buist (Salary & Expenses)	£389.05
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9.3 Approval of Accounts for year ending 31 March 2005.

The Summary Receipts and Payments Account for the Year ended 31 March 2005 and Supporting Notes to the Accounts were **examined** and following a proposal from Peter Pritchett-Brown, seconded by Donald Cowling, they were **approved**. The Vice-Chairman and the Responsible Finance Officer then signed both the statements. The PC **considered** the Annual Return, **accepting** the Statement of Accounts in Section 1. The PC considered the Statement of Assurance in Section 2 of the Annual Return and was able to answer "yes" to each of the eight statements. The Clerk and Vice-Chairman signed off section 2.

9.4 Application for grant to St. Mary's Church.

The request for a grant to St. Mary's Church from Michelmersh PCC was **noted**. Previous years grants had been £250. Peter Pritchett-Brown **proposed** and Donald Cowling seconded that a grant of £300 be awarded. This was **agreed** unanimously.

10. Recreation Ground

10.1 Playground Inspection

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

10.2 RoSPA Report

An analysis of the report indicated that there were a number of "must do" items; the repair of the surface (which was in hand); repair to the slide timber; repair to a seat and erection of a sign. It was **agreed** to action these items.

PBu

Cllr. David Bidwell arrived at this point.

10.3 Playground equipment and resurfacing – review of costs.

Playground Services Ltd had been asked to replace the playground surface, but had queried the provision of security fencing, clearing the old tiles and laying new timber edging. This was not included in the cost of £6050, but was an additional £1050. As the other quotes were not considered to match the quality of the one from Playground Services, Peter Pritchett-Brown **proposed** and Donald Cowling seconded that £1050 be drawn from reserves to meet the cost of this extra work. This was **agreed**.

PBu

11. Highways & Environment

11.1 Village Gateway Reconstruction

A meeting with Hampshire CC had been held on site to discuss the repair to the north gateway. The gateway would be re-build slightly wider and with a new impact resistant bollard. This work was expected to start this month.

11.2 Travellers and Fly Tipping at Bunny Lane

The reply from TVBC Environment & Health Department on the fly tipping

problem was noted. The resident at Bunny Lane House had also complained about the mess left by travellers outside her house at Bunny Lane. This had been referred to TVBC and Cllr. Bidwell had also become involved. The land belongs to the Highway Agency and Cllr. Bidwell had asked them to provide a solution to the travellers problem.

11.3 New Funding for Countryside Access Improvements

The letter from Hampshire CC was **noted**. A maximum of 50% funding is available up to a £500 grant for improving public access to the countryside.

12. Correspondence

12.1 Positional Statement

The letter from Robin Goodland was **noted**. It was **agreed** to thank him for his letter and to say that the Council believed the statement made at the Annual Parish Meeting to be an accurate one.

12.2 Declarations of Interest

The letter from John Rhodes was **noted**. It was **agreed** to thank him for his letter.

12.3 Police Authority Annual Report

The letter announcing the availability of the report was **noted**.

12.4 BT Payphone Proposals

The letter from BT proposing that the two payphones may be downgraded to cashless boxes was **noted**. It was **agreed** that this was a preferable option to losing the boxes, which were considered essential.

13. Risk Assessment Actions for July

13.1 Review lessees Risk Assessments.

The Sports Club and the Jubilee Hall Management Committee would be asked for copies of their risk assessments.

PBu

13.2 Review Risk Assessment of Clerk's working conditions.

This would be carried out by the Chairman and Vice-Chairman and reported to the Parish Council.

WAL / PPB

13.3 Advise village organisations of need to submit grant applications.

It was agreed to invite applications via the Newsletter.

PBu

14. Meetings Attended

None.

15. M&T Sports Club

15.1 Letter from Dr. Subramanyam about formation of Working Party

As both Dr. Lees and Dr. Glasspool had apologised over this matter, it was **agreed** that there was no further action necessary.

The Chairman **proposed** and Donald Cowling seconded 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 the Sports Club, as it could prejudice any settlement.

This was **agreed** unanimously.

Cllr. Bidwell and Robin Goodland left the meeting.

15.2 Sports Club Correspondence

The letter from the Secretary of the Sports Club on post lease surrender dated 22 July was **noted**. It was **agreed** to acknowledge the letter and to say that the contents were noted.

PBu

The letter from the Secretary of the Sports Club on inspection of parish assets was **noted**. It was **agreed** to thank the club for their action to inspect and paint the flagpole.

15.3 Further discussion as necessary about Club, Claim, Legal Advice & Future Use of the Sports Facilities.

The draft order, confidential schedule and deed of surrender received from Bells were all noted. It was **agreed** to query the need for point 3 in the draft order "There be liberty to apply".

PBu

It was also **agreed** to ask Bells to insert the word "unconditional" before "surrender" in point 2 of the confidential schedule.

PBu

15.4 Release of Confidential Minutes

It was **agreed** that the minutes labelled confidential should remain as confidential until the court case had been disposed of.

16. 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.

17. Any Other Business

17.1 WI Hall

Peter Pritchett-Brown informed the meeting that he had been invited to attend a meeting between the Timsbury WI and Michelmersh Silver Band.

17.2 Hospital Meeting

It was noted that this would take place in the Crossfield Hall on Friday 29 July.

17.3 Letter from Brickworks

Donald Cowling informed that meeting that he had received a letter from the brickworks advising that clay digging would take place in August.

17.4 Cango Bus Service

The Clerk informed the meeting that the Cango bus service was due to start in late August and that the bus would be visiting the villages on 17 August at 10.30 a.m. and would be parked in the Jubilee Hall Car Park.

22. Dates of future meetings.

Parish Council – Wednesday 28 September 2005.
All meetings in the Jubilee Hall, starting at 7.30 p.m.

The meeting closed at 9.10 p.m.

Peter Buist
Parish Clerk
29 July 2005.

**Michelmersh & Timsbury Parish
Council - Financial Report**
Actual Amounts are as at 30 June
2005

INCOME	2005/6 Budget £	2005/6 Actual £		
Precept	14000.00	7000.00		
Sports Club Rent	60.00	82.5		
Jubilee Hall Rent	5.00	5.00		
VAT Recovered	160.00			
Interest on Bank Account	120.00			
Grants/Donations	4500.00			
Newsletter Advertising	100.00	307.00		
Transfer from Reserves	12050.00	12050.00		
Total	30995.00	19444.50		
EXPENDITURE				
ADMINISTRATION				
Unavoidable Costs				
Clerk's salary & expenses	3800.00	901.21		
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	6000.00	1439.50		
L/P Fees voted 24/11/04				
ADMINISTRATION				
Avoidable Costs				
SLCC/CPRE/HAPTC subs	220.00			
Newsletter	825.00	323.20		
Web Hosting Fee	110.00			
Deliveries	90.00	30.00		
Training	100.00			
Framing Picture				
GRANTS & DONATIONS				
Unavoidable Costs				
Jubilee Hall	6500.00			
GRANTS & DONATIONS				
Avoidable Costs				
Grants	1000.00			
Parish Plan	500.00			
Donations	250.00			
REC GROUND & PAVILION				
Unavoidable Costs				
Fire alarm maintenance	420.00	94.06		
Electrical inspection	100.00			
Maintenance	0.00	561.85		
REC GROUND & PAVILION				
Avoidable Costs				
Grass cutting	0.00			
Playground	6050.00	69.33		
Fences	0.00			
Seats	0.00			
ENVIRONMENT				
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		
Total	30125.00	6209.89		
			Current Financial Statement as at 30 6 05	
			Gold Account	21924.05
			Current Account	1031.33
			Petty Cash	2.93
			Cheques written but not cashed	474.03
			Invoices awaiting payment	389.05
			Funds available	22095.23
			Invoices to be paid	
			P. Buist Sal & Expns	380.70
			Total	380.70