

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 25th January 2006 at 7.30 p.m. in the Jubilee Hall, Timsbury.

Present: Parish Councillors, Mr. P. Pritchett-Brown (Chairman) Mr. R. Vie, Mr. D. Cowling, Mrs. C. Evans, Dr. J. Glasspool, Dr. M. Subramanyam, TVBC Councillor, Mr. D. Bidwell, Parish Clerk, Mr. P. Buist and four members of the public.

Action

1. Apologies

Apologies were received from Mr. N. Cooper.

2. Open Period

No matters were raised.

3. Declarations of Interest

None.

4. Confirmation of Minutes of the Parish Council Meeting held on 23 November 2005.

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

5. Matters Arising from meeting of 23 November 2005.

All actions had been taken apart from:

- Repair work on village assets. It was agreed to defer any further action until later in the year.
- Pre-school garden and shed – on the agenda at item 12.3.

6. Confirmation of Minutes of the Parish Council Planning Committee held on 14 December 2005.

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

7. Matters Arising from meeting of 14 December 2005

All actions had been completed.

8. Confirmation of Minutes of the Extra-ordinary Parish Council Meeting held on 16 January 2006

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

9. Matters Arising from meeting of 16 January 2005

All actions had been completed.

It was agreed to re-open the meeting at this point to allow Mr. Howard representing R F Salvidge Farms to speak.

Mr. Howard referred to a planning application for material recycling to be taken next month that the Parish Council had objected to. He wished to respond to the objections and allay fears. He extended an invitation to the Council to visit the site. The aim was to make things better for the village. If the application was approved, the recycled material would be used to in fill the Hunts Farm quarry. Motor cycle and 4x4 activity on the site would also stop. The chairman asked if the concerns had been met and Mr. Howard responded that the Environment Agency was satisfied with the building to be used. It was noted that the invitation to visit the site would be taken later in the agenda.

10. Planning

10.1 Applications

Erection of building to provide replacement offices and fly fishing tuition room (revised scheme), Kimbridge Trout Farm. No objection. The Council commented that it would be useful to know what changes had been made from the last proposal.

PBu

10.2 Determinations

- Renewal of permission to operate a household waste recycling centre, Bunny Lane – permission.
- Change of use from general storage to a waste electrical storage and transfer facility, BKP – Approval.
- New dwelling between Woodlands and Holbeck – Approval.
- Tileborne – reserved rights application for extension of time. It was noted that this matter had been taken at the TVBC Planning Committee on the previous evening. At that meeting, concern was expressed at the closeness of the development to an old land fill site that was leaking methane gas. The Environment Agency would investigate and if they objected to the development, then Head of Planning would refuse the application. Cllr. David Bidwell was thanked for his support.

10.3 Report on Planning Matters Training.

The report from Richard Vie was **noted**. Richard Vie would discuss the Parish Plan and Statement of Community Involvement with Nick Bone.

RV

10.4 Suggested meeting with Hampshire CC re. Rudd Lane

It was **agreed** to arrange a meeting between the Chairman and Mr. Chris Walton of Hampshire CC to discuss any plans that HCC had for Rudd Lane. A briefing note would be produced for Councillors following the meeting.

PPB

11. Financial Matters

11.1 Current Financial Situation

The current and provisional position at 31 December was noted as:

Savings Account - £23539

Current Account - £462

Un-cashed cheques - £828

11.2 Invoices for Payment

The following invoices were approved for payment:

Bells Solicitors (legal services) £910.63

11.3 Business Rates Bill for Pavilion.

It was **noted** that a further invoice for business rates had been received. Further exemption had been requested, but only a 50% reduction could be allowed. Once the pavilion was back in use, grant aid would be sought to offset the cost of the business rates.

11.4 Budget for 2006/7

A revised budget was tabled with the changes requested at the November meeting. In addition the sum for playground enhancement had been removed. It was further **noted** that the Jubilee Hall work was to be reviewed and the full grant of £6500 may not be required. The revised budget was **approved**. A copy is attached to the minutes.

11.5 Audit Commission Reports

The external audit on the accounts for years ending 31 March 2004 and 31 March 2005 had now been completed. The audit certificates had been signed without any matters giving concern to the Auditor.

11.6 Renewal of Domain Name Registration

It was **agreed** to renew the registration of the domain name michelmershandtimsbury.org for a further two years. The cost was expected to be about £30.

PBu

11.7 Renewal of CPRE Membership

It was **agreed** to renew membership of CPRE at a cost of £26.

PBu

12. Recreation Ground

12.1 Playground Inspection and TVBC Inspection Reports

The playground equipment had been inspected and no deterioration was noticeable. The inspection reports from TVBC were **noted**. The Chairman would review them for any required action.

PPB

12.2 Annual RoSPA Inspection of Playground

The Council considered two options. To continue with the RoSPA/Playground Management Inspections or to change to N. W. Adams for the annual playground inspection. It was **agreed** to remain with RoSPA/Playground Management as they held the RoSPA approval.

PBu

13. Highways & Environment

13.1 Report back on Minerals and Waste Development Framework, Statement of Community Involvement

Dr. Glasspool had reviewed the documents and it was agreed that no further action was required.

13.2 Traffic Regulation Proposals – Romsey to Stockbridge

The letter advising of the changes was **noted**. The Parish Council **supported** the changes.

14. Correspondence

14.1 Standards of Conduct – The Future

The new document was **noted**. The Chairman provided copies of the general principles for each Councillor.

14.2 Meeting with R F Salvidge Farms

The letter from R F Salvidge Farms offering a site visit was **noted**. The Council **agreed** to accept the offer and would ask for suitable dates.

PBu

14.3 Consultation on Reorganisation of Health Services

The Consultation documents were noted. Dr. Glasspool had produced some notes and these would be copied to Council members.

PPB

15.1. Risk Assessment Actions for November

15.1 Financial Record in Good Order

The Chairman confirmed that the financial records were in good order.

15.2 Quarterly review of budget Vs actual expenditure

The review had been carried out under agenda item 11.4

15.3 Bank Reconciliation

The Bank reconciliation had been carried out.

15.4 Review Auditors recommendations and action

The internal auditor's recommendations were completed except one to be reviewed at year-end.

15.5 Risk Assessment Review

The risk assessment would be reviewed by the Chairman and Clerk.

PPB / PBu

16. Review and Approval of Standing Orders

It was **noted** that the Standing Orders contained nothing new and simply corrected the Parish name and incorporated the Councillors Code of Conduct as agreed. The Standing Orders were unanimously **adopted**.

17. Meetings Attended

17.1 Jubilee Hall AGM

The Chairman and Dr. Glasspool had attended the AGM. They reported that the hall finances were in good order and that the Management Committee was to review the options for the building extension with the aim of reducing the cost. The Chairman proposed that a letter be sent to the Management Committee praising them for their good management of the hall. This was agreed unanimously.

PPB

18. Revoking Deed of Variation to Jubilee Hall Lease Agreement

It was **noted** that the deed revoking the access to the recreation ground had been signed by all parties and copies exchanged. This would now allow the Management Committee the opportunity to extend the hall.

19. Electrical Inspection of Pavilion.

It was **noted** that Councillors had agreed by email that the work should go to Russell Services. Four companies had been asked to quote. One had declined, one had failed to respond and of the two estimates received, Russell Services were substantially lower. The work was due to be carried out on 26 January.

20. Consider the response of the M&T Sports Club to the offer of a licence and agree any further actions.

Two letters from the Sports Club, one to Bells Solicitors (assumed written on 20 January) and one to the Parish Council were **noted**. It was confirmed that the Councils understanding was that the Club had not previously “unconditionally accepted” the licence as the key letter had been headed “subject to contract, without prejudice”. Concern was expressed at the cost of further exchanges of letters. It was **proposed** by the Chairman and **agreed unanimously** that Bells Solicitors be instructed to send a copy of the license to the Club for signature with a covering letter to state that no further licenses were planned, that the Club would be required to meet their running costs and other users of the facilities could do so with the agreement of the Club.

PBu

In reply to the letter to the Council, it was agreed to say that the contents were noted and that the Solicitor would be asked to forward a license for signature.

PBu

A letter from Robin Goodland to the Parish Council was taken under this item as it related to the sports facility and issue of a license. It was **proposed** by John Glasspool and seconded by Donald Cowling that the matters raised in the letter should be held in abeyance until the license was signed. This was **agreed** on a vote of 5 for (Donald Cowling, Carol Evans, John Glasspool, Richard Vie and Peter Pritchett-Brown) and 1 against (Dr. Subramanyam).

21. Chairman’s Mandate

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

22. Any Other Business

22.1 Resignation

Carol Evans said that it was her intention to resign from the Parish Council following the February meeting when she would be moving from the Parish.

22.2 Pressure of Business

It was **noted** that there was substantial pressure of business on the Parish Council and increased papers and documents to review. It was requested that this matter should be placed on the agenda for the next meeting.

PBu

23. Dates of future meetings.

Parish Council –Wednesday 22 February 2006 and Wednesday 22 March 2006.

The Annual Parish Meeting was scheduled for 8 May to be confirmed once the venue was booked.

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

The meeting closed at 9.50 p.m.

Peter Buist
Parish Clerk
7 February 2006.

Michelmersh & Timsbury Parish Council - Forecast & Budget

Actual Amounts are as at 31 December 2005

INCOME	2005/6 Budget £	2005/6 Actual £	2005/6 Forecast £	2006/7 Budget £	
Precept	14000.00	14000.00	14000.00	13300.00	10% of this sum transferred to Sports Fund
Sports Facility Rent	60.00	4772.50	4772.50	1000.00	100% of this sum transferred to Sports Fund
Jubilee Hall Rent	5.00	5.00	5.00	10.00	
VAT Recovered	160.00		1900.00	200.00	
Interest on Bank Account	120.00	191.18	220.00	120.00	
Grants/Donations	4500.00	3025.00	3025.00	0.00	
Newsletter Advertising	100.00	327.00	350.00	250.00	
Total Income	18945.00	22320.68	24272.50	14880.00	
Transfer from Reserves	12050.00	4118.00	4118.00	6500.00	
Total	30995.00	26438.68	28390.50	21380.00	
EXPENDITURE					
ADMINISTRATION					
Unavoidable Costs					
Clerk's salary & expenses	3800.00	2455.36	3800.00	3600.00	
Clerk's use home as office allowance				400.00	
Stationery + Refreshments	100.00	85.17	100.00	200.00	
Election Costs		42.25			
Insurance	2800.00	2479.54	2479.54	2800.00	Estimated £1800 to be met from Sports Fund
Audit	600.00	140.00	600.00	350.00	
Pocket Park rent	10.00		10.00	10.00	
Bank charges	25.00	17.50	25.00	0.00	
Village Hall hire	275.00	95.73	275.00	300.00	
Data Protection Fee		35.00	35.00	35.00	
Legal / Professional Fees	6000.00	3590.38	6000.00	1000.00	
L/P Fees voted 24/11/04					
ADMINISTRATION					
Avoidable Costs					
SLCC/CPRE/HAPTC subs	220.00		220.00	250.00	
Newsletter	825.00	656.95	825.00	1000.00	
Web Hosting & Domain Registration	110.00	105.16	105.16	130.00	
Deliveries	90.00	30.00	60.00	90.00	
Training	100.00	20.00	60.00	100.00	
Framing Picture					
GRANTS & DONATIONS					
Unavoidable Costs					
Jubilee Hall	6500.00		0.00	6500.00	
GRANTS & DONATIONS					
Avoidable Costs					
Grants	1000.00	600.00	1000.00	1000.00	
Parish Plan	500.00		0.00	0.00	
Donations	250.00		250.00	150.00	
EXPENDITURE FROM SPORTS FUND					
Fire alarm maintenance	420.00	190.09	350.00	350.00	
Electrical inspection	100.00		300.00	0.00	
Ground Maintenance	0.00	561.85	650.00	500.00	
Sports Grants				1000.00	
Fences	0.00			200.00	
Electricity		43.75	100.00		
Water			80.00		
CHILDREN'S PLAY AREA					
Avoidable Costs					
Playground	6050.00	8235.58	8335.58	0.00	
ENVIRONMENT					
Avoidable Costs					
Grass cutting/Tree Warden	350.00	31.73	350.00	350.00	
Dog Stiles	0.00	197.69	197.69	0.00	
Seats	0.00			100.00	
Total	30125.00	19613.73	26207.97	20415.00	
Forecast Reserves			19281	13746	