

# MICHELMERSH & TIMSBURY PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 22<sup>nd</sup> March 2006 at 7.30 p.m. in the Jubilee Hall, Timsbury.

**Present:** Parish Councillors, Mr. R. Vie, (Chairman), Mr. N. Cooper, Mr. D. Cowling, Parish Clerk, Mr. P. Buist and five members of the public,

### Action

#### 1. Apologies

Mr. P. Pritchett-Brown, Dr. M. Subramanyam and TVBC Councillor, Mr. D. Bidwell

#### 2. Open Period

Mr. Howard, representing Salvidge Farms, confirmed that they had been given planning permission for recycling operations and looked forward to working with the Parish Council.

Dr. Thomas would like the Parish Council to be represented at the Planning Control Committee meeting on 30 March for the Redland Tileworks application. His view was the application should be refused on health and safety grounds because of the methane gas leaking from the adjacent landfill site. If a member of the Council could not attend the meeting, Dr. Thomas would be prepared to read a statement from the PC.

#### 3. Declarations of Interest

Nick Cooper declared an interest in the planning application for Yew Tree Cottage. It was his own house and the applicant was his wife.

#### 4. Confirmation of Minutes of the Parish Council Meeting held on 22 February 2006.

It was **agreed** to amend the title of item 11 to read February and not November. The minutes were then **agreed** as a true record and signed by the Chairman.

#### 5. Matters Arising from meeting of 22 February 2006.

All actions had been completed.

#### 6. Resignation of Dr. J. Glasspool and Parish Council Elections

The resignation of Dr. Glasspool from the Parish Council was noted with regret. The Clerk read a statement from Dr. Glasspool explaining his reasons for resigning. His reasons related to his health, work and other calls on his time. He was prepared to continue as the PC's representative on the Jubilee Hall Management Committee. The Council wished to thank Dr. Glasspool, gave him their best wishes and confirmed that he had been a good Councillor.

PBu

#### 7. Timsbury Hut Charity

Dr. Glasspool was happy to continue as a trustee of the Timsbury Hut Charity. Another nominated trustee was required and Dr. Glasspool had intimated that the current three trustees would be happy to nominate someone for the Parish Council's approval. This offer was **accepted**.

PBu

#### 8. Planning

##### 8.1 Applications

Works to silver birch trees, Haccups Point, Haccups Lane. No objection.

PBu

Erection of single storey rear extension, Hillfield House, Rudd Lane. No objection.

PBu

*Nick Cooper had declared an interest in the next application and left the room while the matter was debated.*

Erection of detached two bay garage, Yew Tree Cottage, New Road. There was no objection but it was suggested that the materials should conform to VDS recommendations and the roof tiles should match the house tiles.

PBu

Mr. Cooper returned to the meeting.

## 8.2 Determinations

Two storey extension, Linhay Meads, Stockbridge Road. Permission subject to conditions and notes.

## 8.3 Old Redland Tileworks

The planning applications on this site were due to be considered by the Planning Control Committee on 30 March. It was **proposed** by Donald Cowling and seconded by Richard Vie that a letter be written to TVBC re-stating the Parish Council's objections and adding the additional health and safety concerns from the methane gas leaking from the adjacent old landfill site. This was **agreed unanimously**. No Councillor was available to attend the planning meeting and it was further **proposed** that Dr. Thomas be mandated to present the letter at the meeting. This was **agreed unanimously**.

PBu

## 8.4 Visit to R F Salvidge Farms Site

It was **noted** that a number of Councillors had visited the site. The meeting to consider that planning application had been held (22 March) and the application was approved. No further action was proposed.

## 8.5 Parish Council Training - Planning

It was **noted** that the training to provide Parish Councils with an update on planning legislation would take place on Monday 10 April in the Jubilee Hall, Timsbury starting at 6.30 p.m. It was estimated that at least 4 Councillors would attend from Michelmersh and Timsbury.

PBu

## 9. Financial Matters

### 9.1 Current Financial Situation

The financial report was **noted**. A copy is attached to the minutes.

### 9.2 Invoices for Payment

The following invoices were approved for payment:

TVBC (Pocket Park rent)	£10.00
Bells Solicitors (legal fees)	£387.75
P. Buist (Salary, allowance & Expns.)	£380.91
Southern Electric (power supply to Pavilion)	£71.48
Southern Water (Water supply & drainage, Pavilion)	£83.76

## 10. Recreation Ground

### 10.1 Playground Inspection

It was **noted** that one of the swing seats was in a poor state.

### 10.2 Playground Repairs

It was **agreed** to ask TVBC Commercial Services to replace the worn swing seat at a cost of £45.00 plus VAT.

PBu

### 10.3 Infill Irrigation tank to enable Pre-School use of their shed

There had been no response from Paul Cass of TVBC Commercial Services about the infilling of the tank. This would be followed up.

PBu

## 11. Highways & Environment

### 11.1 Cycle-way Progress

The letter from TVBC on the Cycle-way was **noted**. Work had now started.

### 11.2 Dog Fouling on the Recreation Ground

The Timsbury Pre-School had contacted TVBC with concerns about dog fouling on the Recreation Ground. TVBC had proposed that the Parish Council install a waste bin on the ground. TVBC would supply and install the bin at a cost of £159.19. TVBC would also empty, deodorise and supply liners for the bin at a cost of £4.19 per visit. It was **agreed** to ask for the bin to be installed and request two weekly emptying cycle. Nick Cooper and the Clerk would meet on site to decide position of the bin.

PBu / NC

## 12. Correspondence

### 12.1 Clean up the Borough Campaign

The letter from TVBC on the clean up the Borough Campaign was **noted**. The posters would be used on the notice boards when space allowed.

### 12.2 Verges in Manor Farm Lane

The letter from John Chambers was noted. It was **agreed** to find out if Mr. Chambers had received a reply from Hampshire CC before any further action was taken.

PBu

### 12.3 Letter from Robin Goodland held in abeyance

The letter from Robin Goodland dated 20 January 2006 was considered. A copy of the statement made by Chairman at the PC meeting held on Monday 16 January was not available. However, it was **agreed** to copy to Mr. Goodland the letter from Bells Solicitors that the Chairman had referred to. The attempted break in to the pavilion had been noted and action taken to repair damage to the door. All instructions to Bells Solicitors were contained in the minutes of the PC and were in the public domain. The breakdown of legal and professional fees for 2004/5 and 2005/6 was as follows:

2004/5	
Court Fees	£200.00
Bells Solicitors fees	£775.50
2005/6	
Bells Solicitors fees	£4888.76

Costs relating to the licence were £2473.38 and costs incurred since November 2005 were £1298.38. Both these amounts are included in the £4888.76 noted above and all payments to Bells Solicitors include VAT.

A reply would be sent to Mr. Goodland.

PBu

## 13. Risk Assessment Actions for February

### 13.1 Playground Inspection

Monthly inspections were made to the playground by a Parish Councillor plus inspections by TVBC Commercial Service and an annual inspection by RoSPA.

### 13.2 Pavilion & Store Inspection and Insurance

The Chairman and Clerk had carried out an inspection at the end of February. No work was proposed. Insurance would be renewed in June.

### 13.3 Pavilion Fire Alarms & Extinguishers Annual Maintenance and Insurance

Contracts were in place for maintenance of the alarms and extinguishers.

### 13.4 Parish Stiles Inspection and Insurance

It was **agreed** to ask the Footpath Warden for an update on the condition of stile. It was confirmed that damage to stiles was covered by insurance. Progress on the installation of the dog stiles would be checked.

PBu

RV

### 13.5 Financial Records in Good Order

The Parish Council confirmed that the financial records were in good order.

### 13.6 Remaining within Budget

The Parish Council had remained within their overall budget.

### 13.7 Reconciliation of Bank Account

Bank accounts were reconciled at least quarterly and often monthly.

### **13.8 Review of Risk Assessment for new risks**

It was **agreed** to add a new risk of dog fouling and action taken.

PBu

### **14. Meetings Attended**

Dr. Glasspool had attended the TVAPTC meeting and had submitted a written report.

*"I attended the HAPTC meeting in King's Somborne because there were Health Issues and Emergency Planning matters. The Health ones were of no real importance, and in Emergency Planning we are clearly still way ahead of the game by even having thought about it! Hampshire is planning to pilot Parish Emergency Planning in two Parishes. The man who spoke had clearly never thought of the problem of Insurance for people helping out in an emergency. He promised to go away and find out about it! Dr. Subramanyam was also there".*

### **15. Chairman's Mandate**

The Chairman was mandated to speak on behalf of the Parish Council on the items contained in these minutes. This mandate was extended to the Vice Chairman, during the Chairman's absence.

### **16. Any Other Business**

There was none.

### **17. Dates of future meetings.**

Parish Council – Wednesday 26 April, Wednesday 24 May.

The Annual Parish Meeting was re-scheduled for 15 May.

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

The meeting closed at 8.45 p.m.

Peter Buist  
Parish Clerk  
4 April 2006.

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

Actual Amounts are as at 28 February 2006

<b>INCOME</b>	<b>2005/6 Budget £</b>	<b>2005/6 Actual £</b>		
Precept	14000.00	14000.00		
Sports Facility Rent	60.00	4772.50		
Jubilee Hall Rent	5.00	10.00		
VAT Recovered	160.00			
Interest on Bank Account	120.00	191.18		
Grants/Donations	4500.00	3025.00		
Newsletter Advertising	100.00	597.00		
<b>Total Income</b>	<b>18945.00</b>	<b>22595.68</b>		
Transfer from Reserves	12050.00	4118.00		
<b>Total</b>	<b>30995.00</b>	<b>26713.68</b>		
<b>EXPENDITURE</b>				
ADMINISTRATION				
Unavoidable Costs				
Clerk's salary & expenses	3800.00	3425.59		
Clerk's use home as office allowance				
Stationery + Refreshments	100.00	85.17		
Election Costs		42.25		
Insurance	2800.00	2479.54		
Audit	600.00	422.00		
Pocket Park rent	10.00			
Bank charges	25.00	32.50		
Village Hall hire	275.00	124.52		
Data Protection Fee		35.00		
Legal / Professional Fees	6000.00	4501.01		
ADMINISTRATION				
Avoidable Costs				
SLCC/CPRE/HAPTC subs	220.00	197.00		
Newsletter	825.00	951.00		
Web Hosting & Domain Registration	110.00	105.16		
Deliveries	90.00	30.00		
Training	100.00	20.00		
GRANTS & DONATIONS				
Unavoidable Costs				
Jubilee Hall	6500.00			
GRANTS & DONATIONS				
Avoidable Costs				
Grants	1000.00	981.90		
Parish Plan	500.00			
Donations	250.00			
EXPENDITURE FROM SPORTS FUND				
Fire alarm maintenance	420.00	313.15		
Electrical inspection	100.00	293.75		
Ground Maintenance	0.00	561.85		
Sports Grants				
Fences	0.00			
Electricity		43.75		
Water		35.22		
Business Rates		141.29		
CHILDREN'S PLAY AREA				
Avoidable Costs				
Playground	6050.00	8235.58		
ENVIRONMENT				
Avoidable Costs				
Grass cutting/Tree Warden	350.00	281.73		
Dog Stiles	0.00	197.69		
Seats	0.00			
<b>Total</b>	<b>30125.00</b>	<b>23536.65</b>		

  

<b>Current Financial Statement</b>			
		Instant Access	19569.93
		Current Account	2025.71
		Cheques written but not cashed	1761.29
		Invoices to be paid	933.90
		Funds available	18900.45
		Invoices for payment	
		TVBC (Pocket Park Rent)	10.00
		Bells Solicitors (Legal Fees)	387.75
		P. Buist (sal & expns)	380.91
		Southern Electric (electricity supply)	71.48
		Southern Water (water supply)	83.76
		<b>Total</b>	<b>933.90</b>