

# MICHELMERSH & TIMSBURY PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 27<sup>th</sup> September 2006 at 7.30 p.m. in the Jubilee Hall, Timsbury.

**Present:** Parish Councillors, Mr. P. Pritchett-Brown (Vice-Chairman in the Chair), Mr. N. Cooper, Mr. R. Fitzgerald, Mr. A. Jones, Dr. M. Subramanyam, Parish Clerk, Mr. P. Buist, TVBC Cllr. David Bidwell and two members of the public.

### Action

#### 1. Apologies

Received from Mr. R. Vie, Mr. D. Cowling.

#### 2. Open Period

John Rhodes made three comments:

1. As a charity, accounts did not need to be reported to the Charity Commission if expenditure was less than £10,000 per year.
2. The objects of the charity would be the same as the Parish Council if the Parish Council was the trustee.
3. He deplored an anonymous letter that had been sent to the Romsey advertiser referring to the complaint against three Councillors.

#### 3. Declarations of Interest

There were none.

#### 4. Confirmation of the Minutes of the Parish Council Meeting held 26 July 2006.

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

#### 5. Matters Arising from meeting of 26 July 2006.

Some Councillors expressed concern about details on voting for the grant to the Sports Club being made public.

##### 5.1 Bank Mandate

Forms completed and returned to the Clerk.

PBu

##### 5.2 Insurance Cover for Pavilion

The Insurance company had responded and this would be brought to the next meeting.

PBu

##### 5.3 Parish Asset Repair

The repair to the Recreation Ground Store had been completed.

##### 5.4 Grants

Letters of thanks had been received from the Sports Club and St. Mary's Church.

##### 5.5 Road Problems

The Vice-Chairman had reported the problems in Hill View Road and Rudd Lane.

##### 5.6 Jubilee Hall Lease

The Clerk had written to the Management Committee.

##### 5.7 Romsey Cango Bus Service

The Clerk had written to Hants CC.

##### 5.8 Councillors Code of Conduct

Notes on the code had still to be copied and distributed.

PBu

##### 5.9 Letters from Sports Club

The Clerk had responded.

### **5.10 Risk Assessments**

A copy of the Sports Club RA had been received, but the JHMC copy had not. PBU

### **5.11 Grant Invitation**

This had been published in the Newsletter.

### **5.12 Cricket Match**

The Clerk had contacted Roger Leader with the Council's decision.

## **6. Confirmation of the Minutes of the Parish Council Planning Committee Meeting held 23 August 2006.**

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

## **7. Matters Arising from meeting of 23 August 2006.**

There were none.

## **8. Confirmation of the Minutes of the Parish Council Meeting held 20 September 2006.**

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

## **9. Matters Arising from meeting of 20 September 2006.**

There were none.

## **10. Planning**

### **10.1 Applications**

Increase roof height, new dormer windows and extensions, Sunningdale, New Road. There was no objection in principle to the extension of the house.

However, the Council expressed concerned about the size and position of the garage and did not believe that such a large construction should be placed so far in front of the building line of the house and so close to the road. It also believed that if a detached garage was allowed in front of the house it should only ever be used as a garage and for no other purpose.

### **10.2 Determinations**

Conversion of garage to living accommodation, erection of extensions, Allington, Stockbridge Road. Permission subject to conditions and notes.

Details of new houses, garages, car barns, access road and associated amenity space, Old Redland Tileworks, Permission subject to conditions and notes.

Retrospective application for reinstatement of fire damaged dwelling, Oak Tree House, Michelmersh, Permission subject to conditions and notes.

Outline application for replacement of existing dwelling with two new dwellings, Newlands, Stockbridge Road. Outline permission.

Demolition of two storey side, single storey rear extension and out buildings and replacement with two storey side and single storey rear extensions, Forsythia, New Road, Permission subject to conditions and notes.

### **10.3 BKP Gasification Project**

The public meeting at the Jubilee Hall had taken place and the note of the meeting was now on the web site. The Clerk had received a copy of the notes from the Braishfield meeting.

### **10.4 South East Plan Review – Provision for Gypsy & Traveller Caravan Sites**

Rory Fitzgerald would consider the consultative documents.

RF

### **10.5 Site Visit to Ace Liftaway**

The letter from Hants CC was **noted**. There was no one available to attend the site meeting. Cllr. Bidwell confirmed that he would be attending.

## **11. Financial Matters**

### **11.1 Current Financial Situation**

The report circulated by the Clerk was **noted**. A copy is attached to these minutes.

## 11.2 Invoices for Payment

The following invoices were approved for payment:

The Studio (Newsletter)	£169.45
G P Smith (Repairs to Sports Store)	£70.00
P Buist (Salary & Expns)	£688.16
Information Commissioner (Data Protection DD)	£35.00

## 11.3 Grant request from St. Andrew's Church

The request for a grant towards the upkeep of the churchyard at St. Andrew's Church was **noted**. It was **proposed** by The Vice Chairman and seconded by Dr. Subramanyam that the Council match the grant of £350 given to St. Mary's Church. This was **agreed unanimously**.

PBu

## 11.4 Grant request from Hampshire Youth Band Association

The letter from the HYBA was **noted**. The Council **agreed** that it was unable to provide any grant.

## 12. Recreation Ground

### 12.1 Playground Inspection.

The equipment had been inspected and no deterioration found.

### 12.2 Consideration of future status of Recreation Ground.

The Council had met Paul Allen from the National Playing Field Association. A number of pieces of information were still outstanding from the NPFA (as noted in the minutes of the meeting held on 20 September 2006) and the supply of these would be followed up by the Clerk.

PBu

The Chairman suggested that:

- No resolution could be made until all the facts were known and reference made to other Parish Councils who had adopted the deed of dedication.
- The Council may wish to have a public meeting before a decision was made.

Alan Jones made a **proposal** that the Council make an application to join the scheme subject to the PC taking legal advice. The proposal was discussed and amended to read:

*"In order to preserve it as an open space in perpetuity for recreation, the Council agrees to place the Timsbury Recreation Ground in Charitable Trust, by way of the National Playing Fields Deed of Dedication Service scheme, provided independent legal advice confirms that the Deed achieves the Council's objective and is in all respects sound; to which end the Council immediately obtains the necessary legal advice through HAPTC."*

PBu

This proposal was seconded by Nick Cooper.

The registration of the Recreation Ground with the Land Registry would be considered later when the cost was known and could be agreed.

PBu

There was some concern that the Council's objective was not defined, however the proposal was **carried** with four votes for and one abstention.

## 13. Highways & Environment

### 13.1 Minerals and Waste Development Framework, potential sites local meeting.

The proposed meeting had been postponed.

### 13.2 Cycle Way

The new stretch of cycle way had been opened on 16 September. The PC had not been credited as being instrumental in its creation in any of the speeches. This was pointed out later. Weeds were already coming through the surface due to the weed killer that was allowed to be used being ineffective. The question of what happens next was raised. It was thought that TVBC were planning a further extension. TVBC would be contacted to ascertain plans.

PBu

### 13.3 Rights of Way and Access Liaison Meeting

Peter Pritchett-Brown would attend meeting on 5 October.

#### **14. Future of W.I. Hall Timsbury**

Peter Pritchett-Brown had been in touch with the hall trustees and this appeared to have expedited the matter. However a meeting that was thought to have been open was not and a Michelmersh Band representative who had tried to attend was not allowed in. Our MP had also taken an interest in the matter. Only the band was believed to have shown an interest and it was hoped that they would eventually take over the hall.

#### **15. Use of Sports Facility**

The following proposal was made by Alan Jones and seconded by Rory Fitzgerald: *"That the Council Recreation Ground Sub-Committee prepares a report as to the future management of the Timsbury Recreation Ground and in particular the relationship between the Michelmersh and Timsbury Parish Council and the Michelmersh and Timsbury Sports Club"*  
This was **carried unanimously**.

#### **16. Proposal from Horticultural Society for a Village Show & Fete**

The Horticultural Society had suggested that their Annual Show was extended into a village show / fete involving more organisation than themselves. It was proposed that this might be held on the Recreation Ground and would need to involve liaison with the Sports Club. The Council supported the idea in principle, but was concerned about a summer date when there were cricket fixtures nearly every Saturday. A Sunday might be a possibility. The Hort. Soc. would be informed of the Council's decision.

PBu

#### **17. Correspondence**

##### **17.1 National Grid Pipeline.**

The letter from "nationalgrid" with details of the exhibition to be held on 28 September was **noted**.

##### **17.2 New Seatbelt Law.**

The memo from Cllr. Woodhall about the new seat belt law was **noted**.

##### **17.3 Allegation against Councillors.**

The letters from the Standards Board for England and the letter of support for the Councillors from Robin Goodland were **noted**. The matter had been referred to the local monitoring officer.

##### **17.4 Affordable Housing.**

The letter from Test Valley BC was **noted**. A copy of the guide was given to Councillors.

##### **17.5 Notification of Planning Applications to Braishfield PC.**

The request from Braishfield PC was **noted**. It was **agreed** to inform Braishfield PC if the Council was considering a planning application and noted that there was an impact on Braishfield. It was hoped that Braishfield might reciprocate.

PBu

##### **17.6 HAPTC AGM.**

The date of the HAPTC AGM of 7 October was **noted**. Dr Subramanyam would attend.

##### **17.7 Seat and Bus Shelter.**

The email from John Chambers was **noted**. It was **agreed** to obtain a quote to re-paint the jubilee seat in New Road. The Council noted that local residents used to tidy the bus shelter and wondered if Mr. Chambers might take on the role of organiser.

PBu

##### **17.7 Recreation Ground Maintenance**

The letter from the Sports Club was noted. The facts would be researched and the matter placed on the agenda for the next meeting.

PBu

## **18. Risk Assessment Actions for September**

### **18.1 Review of Stiles**

Mike Kelly would report on the state of the Parish stiles. It was reported that two trees were blocking bridleway FB4B.

PBu

### **18.2 Review of Financial Records.**

The financial records were confirmed to be in a good state.

### **18.3 Review of Budget**

There was no major deviation from budget. Next year's budget would have to be agreed in November and Councillors should advise the Clerk of items for inclusion. It was also noted that provision for election cost, estimated at £1,000 would need to be made.

All

### **18.4 Bank Reconciliation**

Completed.

### **18.5 Review of Asset Register.**

Completed.

## **19. Meetings Attended**

Dr. Subramanyam had attended the meeting of the JHMC. The Committee were awaiting a grant for building work. It was also noted that a Sunday evening hiring for dog training could not take place because of a band playing outside. It was noted that when fun events were taking place on the Recreation Ground the JHMC needed to be informed.

## **20. Chairman's Mandate.**

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

## **21. Any Other Business.**

The Vice Chairman informed the Council that there would be a new procedure for placing advertisements in the Newsletter.

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

Wednesday 25 October 2006 and Wednesday 22 November 2006.

The meeting closed at 9.30 p.m.

Peter Buist  
Parish Clerk  
10 October 2006

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

Actual Amounts are as at 31 August 2006

<b>INCOME</b>	<b>2006/7 Budget £</b>	<b>2006/7 Actual £</b>		
Precept	13300.00	6650.00		
Sports Facility Licence Fee	1000.00	250.00		
Jubilee Hall Rent	10.00			
VAT Recovered	200.00	2140.58		
Interest on Bank Account	120.00	35.33		
Grants/Donations	0.00			
Newsletter Sponsorship	250.00	362.00		
Business Rate Refund		46.60		
<b>Total Income</b>	<b>14880.00</b>	<b>9484.51</b>		
Transfer from Reserves	6500.00			
<b>Total</b>	<b>21380.00</b>	<b>9484.51</b>		
<b>EXPENDITURE</b>				
ADMINISTRATION				
Unavoidable Costs				
Clerk's salary & expenses	3600.00	1278.11		
Clerk's use home as office allowance	400.00	100.00		
Stationery + Refreshments	200.00	72.40		
Election Costs				
Insurance	2800.00	2607.99		
Audit	350.00	140.00		
Pocket Park rent	10.00			
Bank charges	0.00			
Village Hall hire	300.00	21.33		
Data Protection Fee	35.00			
Legal / Professional Fees	1000.00			
ADMINISTRATION				
Avoidable Costs				
SLCC/CPRE/HAPTC subs	250.00			
Newsletter	1000.00	662.60		
Web Hosting & Domain Registration	130.00			
Deliveries	90.00	30.00		
Training	100.00			
GRANTS & DONATIONS				
Unavoidable Costs				
Jubilee Hall	6500.00			
GRANTS & DONATIONS				
Avoidable Costs				
Grants	1000.00	350.00		
Parish Plan	0.00			
Donations	150.00			
EXPENDITURE FROM SPORTS				
FUND				
Fire alarm maintenance	350.00	96.03		
Electrical inspection	0.00			
Ground Maintenance	500.00	141.00		
Sports Grants	1000.00	700		
Fences	200.00			
CHILDREN'S PLAY AREA				
Avoidable Costs				
Playground	0.00	644.12		
ENVIRONMENT				
Avoidable Costs				
Grass cutting/Tree Warden	350.00	45.00		
Dog Stiles	0.00	50.52		
Seats	100.00			
<b>Total</b>	<b>20415.00</b>	<b>6939.10</b>		
			<b>Current Financial Statement</b>	
			Instant Access	21785.57
			Current Account	417.89
			Cheques written but not cashed	169.45
			Invoices to be paid	793.16
			Funds available	21240.85
			Invoices for payment	
			G P Smith (repairs to sports store)	70.00
			P. Buist (sal & expns)	688.16
			Information Commissioner (Data Prot'n)	35.00
			<b>Total</b>	<b>793.16</b>