

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 28th February 2007 at 7.30 p.m. at The Barns, Michelmersh.

Present: Parish Councillors, Dr. M. Subramanyam (Chairman) Mr. N. Cooper, Mr. D. Cowling, Mr. R. Fitzgerald, TVBC Cllr. David Bidwell, Parish Clerk Mr. P. Buist, 2 representatives from Michelmersh Brickworks and 8 members of the public.

Action

1. Apologies

Apologies received from Mr. A. Jones, Mr. P. Pritchett- Brown and Mr. R. Vie.

2. Open Period

Representatives from the Michelmersh Brickworks spoke about their planning application and Brickworks open day.

John Glasspool spoke about his complaint to the Standards Board.

Chris Thomas spoke about the Old Redland Tiles Site.

Roger Wilson spoke about his complaint to the Southern Area Planning Committee and 106 agreements.

3. Declarations of Interest.

The Chairman declared an interest in the Old Redland Tile Site and would not take part in any discussion or vote.

4. Confirmation of the Minutes of the Parish Council Meeting held 22 November 2006.

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

5. Matters Arising from meeting of 22 November 2006.

5.1 Bank Mandate

It was **agreed** that further effort would not be expended on this at this time. A new bank mandate would be formed following the election of a new Parish Council in May.

5.2 South East Plan Review – Provision for Gypsy and Traveller Caravans

To be carried forward.

RF

5.3 Review of Freedom of Information Act

To be carried forward.

RV

All other items were completed or on the agenda.

6. Confirmation of the Minutes of the Extra-ordinary Parish Council Meeting held 5 January 2007.

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

7. Matters Arising from meeting of 5 January 2007.

7.1 Pavilion and Store Buildings Valuation

In hand with the Clerk.

PBu

7.2 Annual Review of Section 17 of Crime and Disorder Act

To be carried forward.

MS

All other items were completed or on the agenda

8. Confirmation of the Minutes of the Parish Council Meeting held 24 January 2007.

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

9. Matters Arising from meeting of 24 January 2007.

9.1 Financial Records in good order

Carried forward.

RF

All other items were completed or on the agenda

10. Confirmation of the Minutes of the Planning Committee held on 13 February 2007.

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

11. Matters Arising from meeting of 13 February.

All actions were completed.

12. Planning

12.1 Applications

07/00386/TPOS, Crown lift row of Lime trees, Pond Cottage, Chapel Lane; no objection.

07/00420/TREES, Fell Calocedrus Decurrens, Greensleeves, Haccups Lane; no objection.

07/00048/FULLS, Alterations and side extension, Barn Cottage, Mesh Road. The meeting was opened to allow the applicant, Tony Roberts to speak. The meeting was then closed public speaking and the Council raised no objection to the application.

07/00400/FULLS, Erection of double garage with storage above, Old Post Office, New Road. no objection.

12.2 Determinations

Outline, demolition of existing dwelling and construction of replacement, Mayfly Cottage, Manor Lane, Timsbury. Permission.

Fell Rowan, Michelmersh Court. Withdrawn.

12.3 Old Redland Tileworks Site, update on visit to TVBC and possible public meeting.

*The Chairman left the room while this matter was discussed. In the absence of the Vice Chairman, It was proposed by Donald Cowling and seconded by Rory Fitzgerald that Nick Cooper take the Chair for this item. This was **agreed**.*

The paper produced by the Vice-Chairman after the meeting with Test Valley Planning Services and Hants CC Highways Dept. was noted. In view of the fact that some pegging out had been done alongside the route to the site, it was **agreed** that a public meeting would be helpful.

PBu

13. Financial Matters

13.1 Current Financial position.

The financial statement was **noted**. An updated version is appended to these minutes. The Council was considered to be in a good financial position.

13.2 Invoices for payment.

The following invoices were approved for payment:

L. K. Ninnim (seat repair) £41.13

R. K. & L. Hood (hedge cutting) £385.00

It was **agreed** that the Recreation Ground hedge along Stockbridge Road should be cut more regularly.

The Studio (Newsletter) £166.85

P. Buist (Salary and postage) £293.69

Churches Fire Security (fire extinguisher service) £52.29

By arrangement with the Chairman of the Jubilee Hall Management Committee, an invoice had been received from Romsey Builders Ltd. This was for £6,500, which was the amount of the grant awarded to the JHMC for their building extension project. It was **agreed** to pay this amount direct to Romsey Builders, allowing the Parish Council to re-claim the VAT. It was suggested that the VAT reclaimed could be made available to the JHMC if required. *The meeting was opened to allow Peter Clarke, Chairman of the JHMC to speak.* He thanked the PC for the suggestion and would apply for the additional amount later if required. *The meeting was then closed public speaking.*

13.3 CPRE membership renewal.

It was **agreed** to renew membership of CPRE at a cost of £27.00.

13.4 HAPTC membership renewal.

It was **agreed** to renew affiliation to HAPTC at a cost of £185.00

14. Recreation Ground

14.1 Playground Inspection

The equipment had not been inspected. The Chairman will carry out an inspection. MS

14.2 Registration of Recreation Ground with Land Registry.

The Clerk had established a contact with the Land Registry. However, the Council considered that Cllr Jones should progress this matter and the Clerk need take no further action. AJ

14.3 Parish Council references on NPFA deed of dedication scheme.

Due to lack of time the references had not yet been sought. Further information had been received from NPFA about protected fields in Hampshire, but there were none in the deed of dedication scheme.

14.4 Recreation Ground Risk Assessment.

The Sports Club risk assessment was considered. The Council's view was that the actions being taken to protect against legionnaires disease were sufficient. The Clerk was instructed to write to the Club noting the RA and asking if they needed any action to be taken by the Council. PBu

15. Highways and Environment

15.1 Hampshire Minerals and Waste Development Newsletter.

The Newsletter was **noted**.

15.2 National Grid

The letter advising of the Environmental Statement and period for consultation on the proposed new gas pipeline was **noted**.

15.3 Rudd Lane

The current state of Rudd Lane was poor with many pot holes and flooding. The Clerk was asked to write to Hants CC. PBu

15.4 New Road

Problems with flooding were being experienced in New Road, where the water course adopted as a main river by the Environment Agency was blocked. The Clerk was asked to write to the Environment Agency. PBu

16. Correspondence

16.1 TVAPC Meeting.

The next meeting on 1 March was **noted** and would be attended by the Chairman.

16.2 CPRE AGM.

The CPRE AGM on 9 March was **noted** and would be attended by the Chairman.

16.3 Complaint against Councillors.

The letter from TVBC Head of Legal Services advising that Cllr Jones had not been in breach was **noted**. The case against Cllrs Fitzgerald and Cooper would

be heard on 9 March.

17. Risk Assessment Review

The Chairman will review the Parish Council's risk assessment.

MS

18. Risk Assessment Actions for February

18.1 Check that lessees have adequate, current insurance

The Clerk would write to the Sports Club and Jubilee Hall Management Committee for assurances on insurance.

PBu

18.2 Review of lease related contract requirements

There were no known breaches of requirements.

19. Arrangements for running the Parish Council Office during holiday periods.

The Chairman and Clerk would discuss and resolve difficulties.

MS /
PBu

20. Arrangements for Annual Parish Meeting.

The agenda for the APM was **agreed**. It was **agreed** not to seek a speaker. Peter Pritchett-Brown would produce a flyer advertising the meeting. Distribution would cost £30.00.

21. Revised Model Code of Conduct – Consultation Document

The consultation document was **noted**. Comments were required by 9 March and the Chairman would respond.

22. Meetings Attended

None.

23. Chairman's Mandate.

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

24. Any Other Business

There was none.

25. Dates of meetings:

20.2 Parish Council Meeting

28 March 2007 (in The Barns) and 25 April.

The meeting closed at 9.40 p.m.

Peter Buist,
Parish Clerk,
15 March 2007

Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 31 January 2007

| INCOME | 2006/7 Budget £ | 2006/7 Actual £ | | | |
|--------------------------------------|----------------------------|----------------------------|--|--|----------------|
| Precept | 13300.00 | 13300.00 | | | |
| Sports Facility Licence Fee | 1000.00 | 750.00 | | | |
| Jubilee Hall Rent | 10.00 | | | | |
| VAT Recovered | 200.00 | 2140.58 | | | |
| Interest on Bank Account | 120.00 | 128.02 | | | |
| Grants/Donations | 0.00 | | | | |
| Newsletter Sponsorship | 250.00 | 419.00 | | | |
| Business Rate Refund | | 46.60 | | | |
| Freedom of Information Charges | | 1.00 | | | |
| Total Income | 14880.00 | 16784.20 | | | |
| Transfer from Reserves | 6500.00 | | | | |
| Total | 21380.00 | 16784.20 | | | |
| EXPENDITURE | | | | | |
| ADMINISTRATION | | | | | |
| Unavoidable Costs | | | | | |
| Clerk's salary & expenses | 3600.00 | 3478.51 | | | |
| Clerk's use home as office allowance | 400.00 | 400.00 | | | |
| Stationery + Refreshments | 200.00 | 95.27 | | | |
| Postage | | 30.92 | | | |
| Election Costs | | 78.70 | | | |
| Insurance | 2800.00 | 2607.99 | | | |
| Audit | 350.00 | 281.00 | | | |
| Pocket Park rent | 10.00 | | | | |
| Bank charges | 0.00 | 7.50 | | | |
| Village Hall hire | 300.00 | 82.01 | | | |
| Data Protection Fee | 35.00 | 35.00 | | | |
| Legal / Professional Fees | 1000.00 | | | | |
| ADMINISTRATION | | | | | |
| Avoidable Costs | | | | | |
| SLCC/CPRE/HAPTC subs | 250.00 | | | | |
| Newsletter | 1000.00 | 1130.95 | | | |
| Web Hosting & Domain Registration | 130.00 | 105.16 | | | |
| Deliveries | 90.00 | 30.00 | | | |
| Training | 100.00 | | | | |
| GRANTS & DONATIONS | | | | | |
| Unavoidable Costs | | | | | |
| Jubilee Hall | 6500.00 | | | | |
| GRANTS & DONATIONS | | | | | |
| Avoidable Costs | | | | | |
| Grants | 1000.00 | 700.00 | | | |
| Parish Plan | 0.00 | | | | |
| Donations | 150.00 | | | | |
| EXPENDITURE FROM SPORTS FUND | | | | | |
| Fire alarm maintenance | 350.00 | 196.48 | | | |
| Electrical inspection | 0.00 | | | | |
| Ground Maintenance | 500.00 | 316.61 | | | |
| Sports Grants | 1000.00 | 700.00 | | | |
| Fences | 200.00 | | | | |
| CHILDREN'S PLAY AREA | | | | | |
| Avoidable Costs | | | | | |
| Playground | 0.00 | 1349.12 | | | |
| ENVIRONMENT | | | | | |
| Avoidable Costs | | | | | |
| Grass cutting/Tree Warden | 350.00 | 52.88 | | | |
| Dog Stiles | 0.00 | 50.52 | | | |
| Seats | 100.00 | | | | |
| Total | 20415.00 | 11728.62 | | | |
| Current Financial Statement | | | | | |
| | | | | Instant Access | 17328.26 |
| | | | | Current Account | 8516.71 |
| | | | | Cheques written but not cashed | 105.61 |
| | | | | Invoices to be paid | 7650.96 |
| | | | | Funds available | 18088.40 |
| | | | | Invoices for payment | |
| | | | | L. K. Ninnim (Seat repair) | 41.13 |
| | | | | R K & L Hood (hedge cutting) | 385.00 |
| | | | | HAPTC (Affiliation fee) | 185.00 |
| | | | | CPRE (Membership fee) | 27.00 |
| | | | | The Studio (Newsletter) | 166.85 |
| | | | | P Buist (Sal & Expns) | 293.69 |
| | | | | Churches Fire Security (Fire Ext. Mte) | 52.29 |
| | | | | Romsey Builders Ltd (Jub Hall) | 6500.00 |
| | | | | Total | 7650.96 |