

MICHELMERSH & TIMSBURY PARISH COUNCIL

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

Present: Parish Councillors, Dr. M. Subramanyam (Chairman), Mr. D. Cowling, Mr. R. Fitzgerald, Mr. A. Jones, Parish Clerk Mr. P. Buist, and 9 members of the public.

Action

1. Apologies

Apologies received from Mr. N. Cooper, Mr. P. Pritchett- Brown, Mr. R. Vie and TVBC Cllr. David Bidwell,

2. Open Period

John Glasspool supported the Herons Mead planning, was in favour of a different access to Tilebourne and spoke about his complaint to the Standards Board.

Chris Thomas spoke about the Tilebourne development and access.

Tim Lincoln spoke about his planning application at Herons Mead.

Robin Goodland spoke about a grant to the Sports Club.

John Rhodes wished to congratulate Cllrs. who had been found not in breach of failing to declaring a prejudicial interest.

3. Declarations of any New Interest.

Alan Jones declared a personal interest in the planning application for Herons Mead, he was a near neighbour of the site.

Donald Cowling declared a personal interest in the planning application for the Brick Works. His house overlooked the Brick Works site.

4. Confirmation of the Minutes of the Parish Council Meeting held 28 February 2007

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

5. Matters Arising from meeting of 28 February 2007.

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

Rory Fitzgerald reported on a private members bill.

5.2 Review of Freedom of Information Act

To be carried forward.

RV

5.3 Annual Review of Section 17 of the Crime and Disorder Act

To be carried forward.

MS

5.4 Recreation Ground Risk Assessment

A letter to the Sports Club was still to be sent.

PBu

5.5 Check that lessees / licensees have adequate, current insurance

Letters were still to be sent to the Sports Club and JHMC.

PBu

All other items were completed or on the agenda.

6. Planning

6.1 Applications

Extension of Clay Workings at Michelmersh Brick Works.

The Council raised no objection. The Brick Works had consulted with neighbours and held an open day. No objections had been raised with the Council. The Council was of the view that the land should be properly restored and that there

should be no lakes left after excavation.

07/00601/FULLS Erection of replacement dwelling (revised scheme) Herons Mead.

The Council raised no objection. The design of the replacement house was complemented. There was also a suggestion that as this had been the home of Norman Thelwell, there may be some recognition of that on the site.

6.2 Determinations

Two dormer windows, Raglands, Manor Farm Road – permission.

Fell trees, field adjacent to Michelmersh House, no objection.

Crown lift trees, Pond Cottage, Chapel Lane, consent.

6.3 Old Redland Tileworks Site, arrangements public meeting, 30 March.

All arrangements were in hand, Dr. Subramanyam would chair the meetings and Councillors would arrive early to help set out chairs.

7. Financial Matters

7.1 Current Financial position.

The financial statement circulated earlier was noted. Cllr. Fitzgerald ask about a forecast outturn and the Clerk confirmed that this was done at review points in the year.

7.2 Invoices for payment.

The following invoices were approved for payment:

Test Valley BC (Pocket Park rent)	£10.00
Rod Foulkes (delivery of meeting flyer)	£30.00
P Buist (Sal., Expsn & home allowance)	£410.46

8. Recreation Ground

8.1 Playground Inspection

The Chairman had inspected the play equipment and had noticed that plastic covers were missing from swing bolts. The Clerk would ask TVBC to replace these.

PBu

8.2 Registration of Recreation Ground with Land Registry

It was **agreed** that Cllr. Jones and the Clerk would meet to take this item forward.

AJ / PBu

8.3 Parish Council references on NPFA deed of dedication scheme.

References had been sought from three councils. Replies from Wheathampstead PC in Hertfordshire and Stoke PC in Worcestershire were noted. All comments were positive, but Stoke PC did warn about the time consuming aspect of registration with the Charity Commission. It was **agreed** to place this item on the APM agenda. Cllr. Jones would present.

PBu
AJ

8.4 Pavilion & Store Insurance Valuation.

Considerable trouble had been encountered in finding some qualified person to value the pavilion and store. However, The Clerk had received advice from Tim Bizzey, a chartered surveyor and Chairman of the Awbridge Village Hall Association. He had advised that an insurance value could be obtained for the pavilion by allowing £1000 per square metre. Valuation was therefore 184 sq. m. x 1000 = £184,000. For the store it was agreed to use £600 per sq. m. Valuation 38 sq. m. x 600 = £22,800. It was **agreed** to accept these valuations and inform the insurance company accordingly.

PBu

9. Highways and Environment

9.1 Village 30 (mph) Programme – expression of interest?

The email from HAPTC was noted. It was **agreed** that an expression of interest should be made when the invitation was made by the Chairman of the HAT Group.

PBu

10. Correspondence

10.1 Rural Housing Needs Survey

The letter from TVBC on the Rural Housing Needs Survey was noted. This would

take place in May / June. It would be mentioned in the next village Newsletter and at the APM. PBU / MS

10.2 Application for Grant Aid

The letter from the Sports Club was noted. As a decision was required, the matter would be placed on the agenda for the April meeting. PBU

10.3 Damage to the Pavilion

The letter from the Sports Club detailing damage to the pavilion was noted. This will be checked when the annual pavilion inspection is done. In the meantime Robin Goodland offered to make the broken items safe.

11. Risk Assessment Actions for March

11.1 Playground Inspection

It was noted that regular inspections of the playground were made by councillors and TVBC staff. Results were noted in the minutes.

11.2 Pavilion & Store Inspection and Insurance

The Chairman and Clerk would carry out an inspection. The insurance policy would be renewed at the new rates of valuation. MS / PBU

11.3 Pavilion Fire Alarms & Extinguishers Annual Maintenance and Insurance

The alarms and extinguishers were regularly maintained.

11.4 Parish Stiles Inspection and Insurance

The Chairman would ask the Footpath Warden to report. MS

11.5 Financial Records in Good Order

It was **agreed** that the financial records were in good order.

11.6 Remaining within Budget

Regular reports on actual spend against budget were provided to the Council. Spending was on target.

11.7 Reconciliation of Bank Account

The bank reconciliation had been carried out.

11.8 Review of Risk Assessment for new risks

There were no new risks identified.

12. Complaint against Councillors and the outcome.

The letter from Susan Tovey, TVBC Head of Legal Services, with the judgement on the complaint against Cllrs. Cooper & Fitzgerald was **noted**. The judgement was that both Cllrs. had not failed to comply with Para 9 (1) of the Code of Conduct, but had failed to comply with Para 7 (1) and declare a personal interest due to membership of the Sports Club and location of their houses. The Standards Committee decided to take no further action, but recommended that all members of the Parish Council and the Clerk attend training in relation to the Code of Conduct.

The Council **agreed** that this training should take place after the election at a date to be agreed, but not at the same time as a Parish Council meeting. PBU

A letter from Cllr. Cooper was read out in his absence, where he offered feedback on the comments made by the TVBC Standards Committee, including those he felt were directed at the Parish Council and its Clerk. Cllr. Fitzgerald also made a statement. Both Cllrs. felt that they had always acted in the best interests of the Parish.

Cllr. Cowling asked about the situation on the Recreation Ground Advisory Sub Committee. He asked if two members had a personal and prejudicial interest and asked if the sub committee was bound by the same rules as the Parish Council? It was **agreed** to seek advice from Susan Tovey, TVBC Head of Legal Services. PBU

13. Review of minutes of 2006 Annual Parish Meeting.

The minutes were noted and it was agreed they could be presented to the 2007 APM for approval.

14. Meetings Attended

The Chairman had attended three meetings and reported on:

CPRE AGM

TVAPTC, main subjects discussed were Planning Core Strategy and Highways.

Jubilee Hall Management Committee, main subject discussed was hall extension.

15. Chairman's Mandate.

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

16. Any Other Business

16.1 Tourist Sign

It was **noted** that the recentlt re-erected tourist map in the A3057 lay-by had once more been knocked down.

17. Dates of meetings:

17.1 Parish Council Meeting – 25 April 2007.

17.2 Annual Parish Meeting - 20 April 2007.

The Chairman will ask the Care Group if they can provide refreshments at the APM.

Following this there was a request for a second open period. This was **agreed**.

John Rhodes and Robin Goodland both stated that they had not declared an interest when on the sub committee because there was none to declare.

The meeting closed at 9.25 p.m.

Peter Buist,
Parish Clerk,
11 April 2007

Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 28 February 2007

INCOME	2006/7 Budget £	2006/7 Actual £		
Precept	13300.00	13300.00		
Sports Facility Licence Fee	1000.00	1000.00		
Jubilee Hall Rent	10.00			
VAT Recovered	200.00	2452.55		
Interest on Bank Account	120.00	202.93		
Grants/Donations	0.00			
Newsletter Sponsorship	250.00	674.00		
Business Rate Refund		46.60		
Freedom of Information Charges		1.00		
Total Income	14880.00	17677.08		
Transfer from Reserves	6500.00	6500.00		
Total	21380.00	24177.08		
EXPENDITURE				
ADMINISTRATION				
Unavoidable Costs				
Clerk's salary & expenses	3600.00	3769.08		
Clerk's use home as office allowance	400.00	400.00		
Stationery + Refreshments	200.00	95.27		
Postage		34.04		
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	212.00		
Newsletter	1000.00	1297.80		
Web Hosting & Domain Registration	130.00	105.16		
Deliveries	90.00	30.00		
Training	100.00			
GRANTS & DONATIONS				
Unavoidable Costs				
Jubilee Hall	6500.00	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	248.77		
Electrical inspection	0.00			
Ground Maintenance	500.00	701.61		
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	41.13		
Total	20415.00	19379.58		
			Current Financial Statement	
			Instant Access	17403.17
			Current Account	8636.10
			Cheques written but not cashed	7650.96
			Invoices to be paid	450.46
			Funds available	17937.85
			Invoices for payment	
			TVBC (Pocket Park Rent)	10.00
			R Foulkes (Delivery of flyer)	30.00
			P Buist (Sal & expns)	410.46
			Total	450.46