

# MICHELMERSH & TIMSBURY PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on Wednesday 16 May 2007 at 7.30 p.m. at the Jubilee Hall, Timsbury.

**Present:** Parish Councillors, Mr. R. Davis, Mr. R. Fitzgerald, Mr. R. Goodland, Mr. A. Jones, Mr. J. Rhodes, Mr. R. Vie, TVBC Cllrs. Tony Ward and Martin Hatley, Parish Clerk Mr. P. Buist, Dr. Subramanyam and 2 members of the public.

Dr. Subramanyam took the Chair for items 1 to 4. As retiring Chairman he thanked all Councillors and Clerks for their help and support.

### Action

#### 1. Apologies

Apologies received from Peter Clarke.

#### 2. To receive Members' Declaration of Acceptance of Office

Councillors Davis, Fitzgerald, Goodland, Jones, Rhodes, and Vie completed and signed their declaration of acceptance of office. It was **agreed** that Cllr Clarke would sign later and before he acted as a councillor.

PBu

#### 3. Election of Chairman

Rory Fitzgerald was **nominated** by Alan Jones and seconded by Robin Goodland.

Richard Vie was **nominated** by Bob Davis. There was no seconder.

Rory Fitzgerald was **elected** unanimously.

#### 4. To receive Chairman's Declaration of Acceptance of Office

Rory Fitzgerald completed and signed the Chairman's declaration of acceptance of office.

*Cllr. Fitzgerald took the chair from this point.*

#### 5. Election of Vice Chairman

Alan Jones was **nominated** by Rory Fitzgerald, but Cllr. Jones declined the nomination.

John Rhodes was **nominated** by Robin Goodland and seconded by Alan Jones.

Richard Vie was **nominated** by Bob Davis, but Cllr Vie declined the nomination.

John Rhodes was declared **elected**.

#### 6. To receive Vice Chairman's Declaration of Acceptance of Office

John Rhodes completed and signed the Vice-Chairman's declaration of acceptance of office.

#### 7. To receive Members' Notification of Interest

All Councillors present received their notification of interest forms and the guidance notes. Peter Clark would receive his forms at a later date to be arranged.

It was **noted** that Cllrs. Goodland and Rhodes had resigned from their positions on the management committee of the Sports Club and Cllr. Rhodes had resigned from his role as an officer of the Cricket Club.

Cllrs. Goodland and Rhodes declared a personal interest in the Tilebourne site. They both met socially with Dr. Subramanyam who lived next to the site.

#### 8. Open Period

Tony Ward, the new Test Valley Borough Councillor for King's Somborne and Michelmersh introduced himself. When he was in hospital, Martin Hatley would stand

in for him.

Tracy Nicoll spoke about her plans for Ridgemont, Haccups Lane.

Alan Jones asked if the meeting room could be re-arranged for future meetings.

Dr. Subramanyam, conveyed the apologies of Chris Thomas who had planned to speak about Tilebourne.

### **9. Confirmation of the Minutes of the Parish Council Meeting held 25 April 2007**

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

### **10. Matters Arising from meeting of 25 April 2007.**

#### **10.1 Review of Freedom of Information Act**

A copy of the current document would be provided for Cllr. Vie to review.

PBu

#### **10.2 Check that lessees / licensees have adequate, current insurance**

A response from JHMC was awaited.

#### **10.3 Councillors Training and Advice on Declaring an Interest**

A response was awaited from TVBC.

PBu

#### **10.4 Pavilion Break in**

An insurance claim form had been received, but Cllr. Goodland confirmed that the Sports Club would cover the cost to repair damage.

#### **10.5 Pavilion Inspection**

The two lists were still to be amalgamated.

PBu

#### **10.5 Kimbridge Lane Surface**

More details had been requested. A response was awaited.

PBu

All other actions were complete or on the agenda.

### **11. Appointment of Planning Committee**

It was **agreed** that all Parish Councillors would form the Planning Committee.

### **12. Appointment of Parish Representatives**

The following appointments were made:

Jubilee Hall Management Committee – Peter Clarke (tbc)

St. Mary's Church & Friends of St. Mary's – vacant, check with group if they require a representative.

St. Andrew's Church – leave empty.

TVAPC – Rory Fitzgerald and Alan Jones.

Old Timsbury Hut Charity – Richard Vie

Public Transport – Robin Goodland

Old Michelmersh Barns Trust – Bob Davis

Footpaths – Mike Kelly (tbc)

Health Committee - Agreed to carry vacancy

Playground Inspections – Rory Fitzgerald

Tree Warden – Bryan Raines (tbc)

### **13. Adoption of new Code of Conduct**

All Councillors had received a copy of the new 2007 Code of Conduct. It was **agreed** to adopt this with immediate effect.

### **14. Planning**

#### **14.1 Applications**

Two substantial applications had just been received that would require detailed study. It was **agreed** to hold a meeting of the Planning Committee to consider both on 6 June. Cllr. Davis would examine the application for the Test Valley Engineering site at Stonemars and the Chairman would consider the Ace Liftaway application.

BD / RF

**14.2 Letter re. Part retrospective application for erection of covered structure over existing open storage area, Workshops adjacent East Cottage, Hill View Road**

The letter written to TVBC by Mr. Lawson at West Cottage, Hill View Road and copied to the Parish Council was **noted**.

**14.3 Determinations**

Erection of replacement dwelling, Herons Mead, Timsbury – permission.

**14.4 Tilebourne Development, consider engagement of Planning Consultant and / or Solicitor and commitment of funds to challenge legality of development access route.**

Cllrs. Goodland and Rhodes had declared personal interests.

Cllr. Davis declared a personal interest. He was a resident of Rudd Lane.

The Clerk reported on his discussion with Planning Consultant, Nigel Hecks. Mr Heck's view was that provided the access was as per the planning application there was not an issue. There was still not an issue if there was a re-routing of the access route if it followed the bridle way. We could seek council's advice, but he thought that it would be the same as his. He could not recommend spending public money on challenging the matter as it was unlikely to be won. PBU

*It was **agreed** to open the meeting to allow Dr. Subramanyam to speak. He said that there was no easement on the re-routed access. The meeting was closed to public speaking*

The following questions were raised:

Was an alternative route through Hunts Farm Sports Ground was still available? PBU  
This would be followed up.

Was there a problem in legally using a bridle way as an access route?

Did Hampshire CC Rights of Way have a view?

Is Rudd Lane appropriate for this level of traffic?

It was **agreed** that Cllr. Davis should speak to Nigel Hecks and research the availability and cost of another planning consultant. The Council also stated that it was their intention to commit funds to this matter if necessary. BD

**15. Financial Matters**

**15.1 Current Financial position.**

The financial situation as at 30 April was **noted** as:

Gold Savings	£23553
Current A/c	£851

Cheques not presented	£297
Invoices to be paid	£2883
Balance	£21222

**15.2 Invoices for payment.**

The following invoices were approved for payment:

ADT Fire & Security (pavilion fire alarm mte.)	£100.45
Allianz Cornhill (insurance premium)	£2171.88

The reduction in cost of c. £550 following the re-valuation of the pavilion and store was **noted**. Cllr. Davis expressed his reservations about the re-valuation.

P Buist (Sal & Expns)	£311.34
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**15.5 Proposed changes to bank account and bank mandate.**

Further discussion had taken place with Lloyds Bank and it had been agreed to change the savings account to a 30-day account. Any withdrawals without 30 days notice would lose interest gained on the amount withdrawn.

The Parish Council **agreed** that all those no longer serving as Parish Councillors should be removed from the list of those mandated to sign cheques. It was further **agreed** that the following should be mandated to sign cheques; Cllrs., Clarke, Davis, Fitzgerald, Goodland, Jones, Rhodes and Vie. PBU

## 16. Recreation Ground

### 16.1 Playground Inspection

The Chairman would take over playground inspections.

### 16.2 Appointment of Recreation Ground Advisory Sub Committee

It was **agreed** not to set this sub committee up at this time. Cllr. Jones suggested writing to the Sports Club to see if they found the current situation acceptable. Cllr. Goodland did not agree.

It was **agreed** that Cllr. Jones would write an "end of term report" and then the forming of the sub committee would be re-considered.

AJ

### 16.3 Registration of Recreation Ground with Land Registry

Documents had been sent to the Land Registry but there had been no response.

AJ

## 17. Highways and Environment

### 17.1 Highway problem Heron Lane

The letter sent to Hampshire Highways by Philip Liddell was **noted**.

### 17.2 Hampshire Minerals and Waste – Sites Discussion Paper

The Clerk would provide a link to the web site for access to the discussion paper. PBU

## 18. Correspondence

### 18.1 Letter from Standards Board

The contents of the letter were **noted**, in particular the training for members of the council on the code of conduct and the help to review council's standing orders and procedural documents.

## 19. Risk Assessment Actions for March

### 19.1 Appointment of Financial Officer

It was **agreed** to appoint the Parish Clerk as the Finance Officer.

### 19.2 Inspection of trees in Pocket Park

It was **agreed** to ask Bryan Raines to inspect the trees and report back to the Council.

### 19.3 Appointment of Internal Auditor

It was **agreed** to ask John Murray to act as internal auditor.

### 19.4 Insurance cover provided.

Insurance cover had been renewed.

### 19.5 Financial Regulations and Standing Orders up to date

It was **agreed** to review both documents later.

## 20. M v. T Cricket Match

It was **agreed** that Cllr. Rhodes would act as the organiser for this event.

## 21. Parish Liaison Meeting with BKP

The revised date for the meeting was noted as 19 May at 10 p.m. *The meeting was opened to allow Martin Hatley to speak.* Cllr. Hatley confirmed that he would attend and could take the chair if David Bidwell was not available. *The meeting was closed to public speaking.* It was agreed that Cllrs. Jones and Rhodes would attend. BKP would be advised.

AJ / JR  
PBU

## 22. Councillors Training

It was **agreed** that training on the Code of Conduct should be set up as the first priority. The Clerk would follow up with TVBC on possible dates.

PBU

### **23. Meetings Attended**

There had been no meetings attended.

### **24. Chairman's Mandate.**

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

### **25. Any Other Business**

#### **25.1 Parish Web Pages**

It was **noted** that some review was required.

PBu

#### **25.2 VDS & M&T Conservation Policy**

There was a request for copies of the above documents to be provided to Cllrs.

PBu

#### **25.3 Bus lay-by.**

Cllr. Jones advised that he was campaigning for a safe lay-by for buses at the end of Manor Lane to be constructed.

#### **25.4 Publication of Draft Minutes**

It was questioned if the draft Parish Council minutes could be published prior to adoption by the Council.

PBu

*Dr. Subramanyam asked if the meeting could be opened to allow him to speak. This was agreed.* He explained the need to the chairman's mandate and advised the Council that the tourist sign in the A3057 lay-by had been knocked down.

### **26. Dates of meetings:**

Planning Committee 6 June.

Parish Council 27 June and 25 July.

The meeting closed at 9.40 p.m.

Peter Buist,  
Parish Clerk,  
23 May 2007