

## MICHELMERSH & TIMSBURY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Wednesday 28 November 2007 at 7.30 p.m. at the Jubilee Hall, Timsbury.

**Present:** Parish Councillors, Mr. R. Fitzgerald (Chairman), Mr. P Clarke, Mr. R. Davis, Mr. R. Goodland, , Mr. J. Rhodes, Mr. R. Vie, Parish Clerk Mr. P. Buist, TVBC Cllr. Tony Ward and 2 members of the public.

#### Action

#### 1. Apologies

Apologies received from Mr. A. Jones.

#### 2. Open Period

Tony Roberts spoke about the planning application for the Barns, Michelmersh.

Dr. Subramanyam asked the Council to support the application for the Barns and spoke about the access route to the Tilebourne site.

#### 3. Declarations of any new interest.

None.

#### 4. Confirmation of the Minutes of the Parish Council Meeting held 24 October 2007

The minutes were amended to record that the meeting had been held in the Barns, Michelmersh and that Cllr. Rhodes was in attendance. The minutes of the meeting were then **agreed** as a true record and signed by the Chairman.

#### 5. Clerk's Report.

The report circulated to Councillors earlier was **noted**. It is appended to these minutes.

#### 6. Matters Arising from Meeting of 24 October not covered by item 5.

##### 6.1 Surface Water

Cllr. Rhodes confirmed that he had written a piece for the Newsletter.

#### 7. Planning

##### 7.1 Applications

07/03191/FULLS, two storey rear extension and single storey side extension, Waterworks House, New Road. Cllrs. were of the view that this application was not substantially different to the previous one. The roof line had been lowered but was still level with chimneys. The development was out of keeping due to the height and mass of the extension and altered the street scene when approaching from the south along New Road. The Council **agreed** to object to the application.

PBu

07/03274/FULLS, change of use and refurbishment of barn, Dairy Barn, Old Michelmersh Farm, Church Road. Councillors were generally supportive of the aim to re-develop the Barn, however they did not like the design of the building proposed. It was out of keeping with a barn and did not retain the character of the setting. There were also concerns expressed about the numbers working at the site with the brief claiming 17 but the plans showing work stations for 28. This would bring extra traffic to the village and not all of this would use Mesh Road as suggested and it was not seen as a "green" solution. The Council **agreed** to object to the proposal.

PBu

##### 7.2 Determinations

New Garage & Store, 2 Home Farm Cottages, Manor Lane, Timsbury – Refused.  
Demolition of existing bungalow and erection of replacement dwelling, Marina, Stockbridge Road – Permission.  
Demolition of bungalow and erection of two detached houses, Sunnybank, New Road – Refused.  
Enlargement of recycling centre etc, Ace Liftaway – Permission.

Draft

### **7.3 Tilebourne Development, update from Chairman and consideration of any further action.**

The Chairman read out a letter from Dr. Thomas complaining that letters that he and solicitors had written to Hants CC had not been answered. It was **agreed** that the Parish Council should write to Hants CC, copied to Cllr. Woodhall, asking that replies to the various letters be sent. PBU

The Chairman had briefly seen Mrs. Beardwell of Hants CC who had confirmed that the bridleway had been adopted. She was planning to start work on a new 278 agreement in about 3 weeks time and the Chairman was seeking a meeting with her before that. There was a call for the Council to agree a policy on a favoured access route. Parish Council policy was that it objected to any illegal access. What was not established was that the Rudd Lane access route was illegal. TVBC advice had always been that Rudd Lane should be the access route if the Council did not wish to see further development in the Countryside. RF

### **7.4 Letter from Mr. & Mrs. Baldieri re. Planning application for Little Heritage**

The letter was **noted** and the Council **agreed** to take no further action.

## **8. Financial Matters**

### **8.1 Current Financial Situation**

The report circulated was **noted**. The paper is appended to the minutes.

### **8.2 Invoices for Payment**

The following invoices were approved:

M&T Jubilee Hall (hall hire)	£83.64
5 Star Cleaning (2 invoices for grass cutting)	£35.26
P Buist (Sal & Expsn)	£707.54
ADT Fire & Security (fire alarm mte)	£105.67

### **8.3 Donation to Barn Trust for use of room for meeting**

It was **agreed** to make a donation of £25 to the Barns Trust for the use of a room for the October meeting of the Council. PBU

### **8.4 Valuation of Recreation Ground and approval of Land Registry fee.**

It was **agreed** to value the recreation ground at £75,000 with **approval** of the payment of a resulting land registration fee of £45. PBU

### **8.5 Opportunity to apply for grant from HCC Members Budget. (letter circulated)**

Advice from the footpath warden was that a new stile was required at the end of Chapel Lane. It was **agreed** to ask for a grant to cover this expenditure. PBU

### **8.6 Grant Request from St. Andrew's Church.**

St. Andrew's Church had confirmed that the grant requested would be used on churchyard maintenance. It was **agreed** to make a grant of £400 to St. Andrew's Church. PBU

### **8.7 Donation to support work of Tree Warden**

There was budget provision to enable the Council to give a grant to the tree warden for his work in looking after the local copses and hedgerows. It was **agreed** that a grant of £150 should be made to Michelmersh Conservation Initiative to go towards maintenance of the tree warden's tools and equipment. PBU

### **8.8 Review of Clerk's Salary and Equipment Allowance**

The following resolution adopted prior to discussion of this item:  
*Pursuant to Section 1 (22) of the Public Bodies (Admission to Meetings) Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the subject of Clerk's Salary and Equipment Allowance, as it could prejudice any settlement. The Clerk and public left the room.*

It was **agreed** that the Clerk's salary and use of home allowance would be increased by 3% wef 1 April 2008.

Draft

### 8.9 Budget & Precept 2008/9

The draft budget was discussed. It was **agreed** to include a sum of £1,000 for a grant to the Jubilee Hall. The Clerk's salary and use of home allowance would need slight amendment in view of the decision taken under item 8.8. The Council wished to see a further reduction in the Precept and **agreed** that this should be set at £12,000 for 2008/9. The shortfall in income over expenditure would be met from reserves. PBU

## 9. Recreation Ground

### 9.1 Playground Inspection.

The Chairman had inspected the play equipment.

### 9.2 Proposed meeting with Sports Club.

It was **agreed** to try and meet with the Sports Club on 12 December. PBU

### 9.3 Pavilion repairs action plan.

The pavilion repairs would be discussed at the meeting with the Sports Club. It was **noted** that the club were appointing a new groundsman who may be able to undertake some of the repair work.

### 9.4 Scouts request to plant a tree and advice from Tree Warden.

The position suggested for the tree was along Mannyngam Way close to an existing tree stump. PBU

### 9.5 Routine Inspections of Children's Playgrounds – Training Course

The details of the course were noted. It was **agreed** that no one should attend.

## 10. Correspondence

### 10.1 Hampshire Minerals and Waste, Consultation and Workshop.

The details of the consultation and workshop were **noted**.

### 10.2 Yokesford Hill Liaison Panel

The change of time for the liaison panel was **noted**. The meeting would now take place on 5 December at 12.00 noon. Cllr. Rhodes would attend. JR

## 11. Risk Assessment Actions for November

### 11.1 Ensure detailed budget has an historic & future perspective.

This had been done under item 8.9.

### 11.2 Annual Review of Section 17 of Crime & Disorder Act.

There was no change in circumstances.

### 11.3 Review of Recreation Ground Licence fee for 2008.

It was **agreed** to leave this unchanged at £1,000. PBU

## 12. Adoption of Code of Conduct paragraph 12(2)

Cllr. Rhodes **proposed** and the Chairman seconded the adoption of para 12 (2) of the Model Code of Conduct 2007. This was **agreed** unanimously.

## 13. Proposal to formalise the open period in the Council's standing orders

Cllr. Rhodes **proposed** and the Chairman seconded that a new para 5.4 be added to Standing Orders as follows:

### *"5.4 Open Period*

*At each Meeting, Council business will be suspended for an appropriate duration, known as the Open Period, during which members of the public may make representations on matters of Council business. Members of the Council may also make representations during the Open Period under paragraph 12(2) of the Model Code of Conduct 2007."*

Also that para 12.4 was deleted. This was **agreed** unanimously. PBU

## 14. Meetings Attended

Cllr. Rhodes had attended the meeting of TVAPTC. Among items discussed were Post

Draft

Office closures and purchase of flashing speed signs.

**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 Rope for Flagpole**

Cllr. Goodland reported that the rope was frayed. This matter would be put on the agenda for the next meeting.

**17. Dates of meetings:**

Parish Council Meeting 23 January and 27 February.

The meeting closed at 9.35 p.m.

Peter Buist,  
Parish Clerk,  
December 2007

Draft

**Michelmersh & Timsbury Paris Council**

**Clerk's Report to PC Meeting of 28 November 2007.**

**1. (11.1) Swing Bearings**

I have asked TVBC to check these at next visit.

**2. (11.2) Painting Play Equipment**

TVBC have been asked to put the work in hand.

**3. (11.3) Draft Deed of Dedication**

A copy has been sent to all Council Members

**4. Registration of Recreation Ground**

This is on the agenda for 28/11, but just as background, I have been writing up the necessary forms for the registration. The registration will incur a cost based on the value of the ground. I have estimated the ground value at £75,000 with the cost of registration at £45. Approval to pay will be required at the meeting.

Peter Buist  
Parish Clerk  
26 November 2007

### Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 31 October 2007

	2007/8 Budget £	2007/8 Forecast	2007/8 Actual		
<b>INCOME</b>					
Precept	12300.00	12300.00	12300.00		
Sports Facility Licence Fee	1000.00	1000.00	455.00		
Jubilee Hall Rent	10.00	10.00			
VAT Recovered	250.00	1300.00			
Interest on Bank Account	120.00	250.00			
Grants/Donations					
Newsletter Sponsorship	500.00	500.00	303.00		
Business Rate Refund					
Freedom of Information Charges					
<b>Total Income</b>	<b>14180.00</b>	<b>15360.00</b>	<b>13058.00</b>		
Transfer from Reserves	2120.00	2441.00			
<b>Total</b>	<b>16300.00</b>	<b>17801.00</b>			
<b>EXPENDITURE</b>				<b>Current Financial Situation</b>	
<b>ADMINISTRATION</b>				30 Day Account	21361.17
Clerk's salary & expenses	3630.00	3630.00	2098.49	Current Account	3222.58
Clerk's use home as office allowance	415.00	415.00	207.40		
Stationery + Refreshments	200.00	200.00	34.49	Cheques written but not cashed	2625.00
Postage	50.00	50.00	21.59	Invoices to be paid	932.11
Election Costs	1000.00	978.19	978.19		
Insurance	2800.00	2171.88	2171.88	Funds Available	21026.64
Audit	350.00	300.00	140.00		
Pocket Park rent	10.00	10.00		Invoices for payment	
Bank charges	20.00	20.00	16.24		
Village Hall hire	300.00	250.00	68.51	M&T Jubilee Hall (Room hire)	83.64
Data Protection Fee	35.00	35.00	35.00	5 Star Cleaning (Grass cutting)	35.26
Legal / Professional Fees	1000.00	500.00		P Buist (Sal & Expns)	707.54
SLCC/CPRE/HAPTC subs	250.00	250.00		ADT (Fire alarm mte)	105.67
Newsletter	1200.00	1400.00	906.70	Total	932.11
Web Hosting & Domain Registration	130.00	105.17	105.17		
Deliveries	90.00	90.00	30.00		
Training	200.00	200.00			
Review of Building Insurance Costs	250.00	0.00			
<b>GRANTS &amp; DONATIONS</b>					
Jubilee Hall		2625.00	2625.00		
Sports Grants	1300.00	1300.00	300.00		
Other Grants	1000.00	1000.00	400.00		
Parish Plan	0.00	0.00			
Donations	150.00	150.00			
<b>PAVILION &amp; RECREATION GROUND</b>					
Fire alarm maintenance	370.00	370.00	85.49		
Electrical inspection	0.00	0.00			
Ground Maintenance	500.00	500.00			
Fences	200.00	200.00			
<b>CHILDREN'S PLAY AREA</b>					
Playground	700.00	700.00	70.50		
<b>ENVIRONMENT</b>					
Grass cutting/Tree Warden	350.00	250.00	70.50		
Dog Stiles	0.00	0.00			
Seats	100.00	100.00			
<b>Total</b>	<b>16600.00</b>	<b>17800.24</b>	<b>10365.15</b>		