

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 25 June 2008 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, Parish Clerk Mr. P. Buist, John Lancaster (CAH) and 1 member of the public.

Action

1. Apologies

Mr. A. Jones, Mr. R. Vie and TVB Cllr. Tony Ward gave apologies.

2. Open Period

John Lancaster spoke about his report on affordable housing needs.

Dr. Subramanyam spoke about Tilebourne and asked if the Parish Council had received any response from Anna Duignan at TVBC. (Answer was that Ms. Duignan and Clerk had spoken and a written reply was coming).

3. Declarations of any new interest.

Cllrs. Fitzgerald, Rhodes and Clarke declared a personal but not prejudicial interest in the planning application for Wealden, the applicant was a Doctor at the practice at which they were all registered.

4. Confirmation of the Minutes of the Parish Council Meeting held 28 May 2008

The minutes of the meeting were **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. The following matter was discussed.

5.1 Shower Valves & Legionella

The letter from the Sports Club was **noted**. The Clerk would write to the club confirming the action that the Council was taking and provide further information on managing the risk. The Council were of the view that the Club must assess the risk and continue to take action to minimise the risk. PBU

6. Matters Arising from Meeting of 28 May 2008 not covered by item 5.

6.1 Dog Signs

Fitting of the signs was in hand. RG

6.2 New PC Notice Board

A quote was awaited. BD

7. Consideration of Housing Needs Survey Report

The report and advice from Mr. Lancaster was considered. It was **agreed** to progress the matter and identify possible sites. The matter would be placed on the agenda for the next PC meeting and the Clerk was asked to bring a map of the parish to the meeting. PBU

8. Planning

8.1 Applications

08/01245/FULLS, Extension, 3 Upper Timsbury Cottages, Rudd Lane; no objection.

08/01491/FULLS, conversion of garage to living accommodation and erection of extension to provide car port; no objection.

08/01464/CMAS, Development without complying with condition 3 – link to Hunts Farm restoration, Waste Transfer Station, Bunny Lane; objection. In granting the original permission for the recycling facility, Hampshire CC said that the site was

not suitable for a permanent independent recycling facility. If the condition to link the work to Hunts Farm and Bunny Lane were removed then a permanent facility would be the result.

Variation of condition 2 of TVS 00963/9, extension of time, BKP; no objection.

BT Proposal to Remove Telephone Kiosk.

The letter from TVBC Planning Service with enclosures from BT with a proposal to remove the Stockbridge Road telephone kiosk was **noted**. It was **agreed** to support the TVBC objection to the proposal that was; failure to follow Ofcom procedures, failure to provide justification and inconvenience to residents. It was also **agreed** that mobile phone signals in the area of the kiosk were poor.

PBu

8.2 Determinations

Demolish outbuildings and erection of extension, Church House, Manor Lane, Timsbury - refused.

R F Salvidge Farms - permission to continue recycling facility until 30 June 2015.

Ace Liftaway variation of condition on height of stockpiles – withdrawn.

8.3 Tilebourne Development, update from Chairman and consideration of any further action.

The Clerk reported on his conversation with Ms Duignan, TVBC Planning Service. An application for the final part of the roadway to the site had been received by TVBC and would be sent to the Parish Council. A legal agreement would be attached to the application. Decontamination work was currently going on and that may not be subject to the condition that development could not take place until the access road was complete. The access road width had been checked and was within acceptable tolerance (3.71m against 3.7m and 4.77m against 4.8). Ms Duignan would write confirming discharged conditions.

It was reported that Raymond Brown lorries were diving along Rudd Lane faster than seemed safe. The company had been contacted but there was no visible difference detected. It was **agreed** to write to Cllr. Woodhall to see if there was any action that could be taken to reduce the speed of traffic along the lane.

PBu

8.4 Use of Developer Contributions.

The reply to the Council questions (see Clerk's Report) was **noted**. The Council felt that contributions could be used to fund new equipment in the recreation ground play area.

9. Financial Matters

9.1 Current Financial Situation

The report circulated was **noted**. It was **noted** that the insurance premium had come in under budget due to a renewal discount obtained.

9.2 Invoices for Payment

The following invoices were **approved**:

R Foulkes (Flyer distribution)	£30.00
Playsafety Ltd (Playground inspection)	£70.50
P Buist (sal & expns)	£418.82

9.3 Grant Application from St. Mary's Church.

The letter from Michelmersh PCC requesting a grant for churchyard maintenance was discussed. It was **agreed** unanimously to make a grant of £500.00. A similar sum would be held for St. Andrew's Church.

10. Recreation Ground

10.1 Playground Inspection.

The Chairman reported no problems with the play equipment.

10.2 RoSPA Report on Playground

The report findings were discussed. It was **agreed** to stain the timber seats and to raise the level of the grass around the slide to remove the trip hazard.

BD
RG

10.3 New Playground Equipment

A number of options were discussed including a new climbing frame and slide for younger children and a fitness trail. It was agreed to invite a couple of companies to view the site and make proposals.

RF

10.4 Recreation Ground Licence - consideration of alternative arrangements

Cllr. Goodland declared a personal and prejudicial interest and said that he would leave the room while this matter was discussed. The Council requested that he remain in the room so that he might answer any questions they had.

The Chairman reported that the Sports Club saw the length of the licence term as a barrier to obtaining grants. Options were discussed including:

1. Setting licence for a period of 15 years, removing 3 months notice clause with termination only if the Sports Club broke their conditions.
2. Transfer of pavilion ownership to Sports Club.

It was **agreed** that the Clerk should seek legal advice on 1 and that the Chairman and either Cllr. Davis or Clarke would meet the Sports Club to discuss the difficulties that they were experiencing and the possible solutions.

PBu
RF / BD
/ PC

11. Review of Sub-Regional Allocation of Primary Land Won Aggregates

Councillors had considered the report and **agreed** that no action was required. The Chairman reported that Hampshire CC had discussed the options for searching for clay deposits in the parish and had agreed to limit the areas identified for search to the one area to the north and west of the Brick Works.

12. Correspondence

12.1 Hampshire Water Festival

The festival in Romsey on 9 August was **noted**.

12.2 Cycle Strategy and Network Supplementary Planning Documents (SPD)

The consultation document was **noted**. It was **agreed** that individuals could respond if they wished.

12.3 South East Regional Sustainability Framework

The existence of the documents was **noted**.

12.4 Affordable Housing SPD

It was **noted** that the Affordable Housing SPD had been adopted by TVBC.

12.5 Invitation to "Paths to Partnership" Conference

It was **agreed** to bring this item back to the next meeting.

13. Risk Assessment Actions for June

13.1 Inspection of Parish Assets

The inspection would be carried out by the Chairman and Vice Chairman. The Clerk would supply a list of assets.

RF / JR
PBu

13.2 Financial & Budget Review

The review had been carried out.

13.3 Reconciliation of Bank Account

The reconciliation had been carried out.

14. Meetings Attended

None.

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 Village Web Site

The web site had undergone a re-design. Councillor were invited to view the site and comment to kathdavis@btinternet.com .

16.2 Grant Funding for Footpath Improvement

It was noted that funding was available from Community Action Hampshire. It was agreed to include the matter on next months agenda.

17. Dates of meetings:

Parish Council Meetings - 23 July and 24 September

The meeting closed at 10.25 p.m.

Peter Buist,
Parish Clerk,
30 June2008

**Michelmersh & Timsbury Parish Council
Clerk's Report to PC Meeting of 25 June 2008.**

1. Shower Valves and Legionella

Invitations to quote for the supply and installation of the valves have been sent to three plumbers. Replies are awaited. I have also had a letter from the Sports Club asking if users of the pavilion need to continue to take preventative action to minimise the risk or whether the fitting of the automatic drain valves will enable them to remove legionella from their risk assessment.

2. Planning White Paper (Mins. 28.5, 6.2)

A date for Mrs. Gidley to attend a future meeting is to be arranged.

3. Tilebourne (10.3)

Letters and emails to Anna Duignan are not being responded to. I have asked TVBC Cllr Tony Ward if he can expedite the matter. He has confirmed that he has raised the issue with Ms Duignan, but there is still no reply from her.

4. Use of Developer Contributions (10.4)

This matter is on the agenda, but the questions that were raised at the last meeting were put to Cllr Ward. He has responded as follows.

"1. Tileworks – the planning permission for this was given before the whole process of contributions had been formalized. Normally in today's environment a development of 30 houses would require a contribution in the form of affordable homes i.e. 12 of the houses would have to be to be affordable but that was not the case when planning permission was given.

2. The best starting point for applying for funds is to make a wish list so the planners have on the table an idea of the sort of funds M&T are looking for. To go with the top items on your list you should have a few real projects. I have done this with King's Somborne and they have a need for play equipment and are in the process of getting a specification and quotes. Armed with a spec and quotes and identified developers contributions on the list (which I will keep updating for you) you just write and ask for the funds or I can do this for you. It's important the project matches the defined use of the contributions.

3. After a lot of effort we have managed to get a formal process applied to the Contributions and these are outlined in the draft SPD I have attached. At the end of the day it's a legal agreement between TVBC and the developer so the best way of the PC being involved up front is in your consideration of any planning application. You can always say this new house will place an extra burden on local facilities for instance.

4. Calculations are laid out in the draft SPD.

5. Play equipment is ideal if there is a contribution intended for this purpose such as 06/01505."

5. Use of the Recreation Ground (12.4 & 12.5)

Norton Welch was informed that the Parish Council would cover the Cricket Match. The Romsey Wasps decided against using the Recreation Ground.

6. Recreation Ground Licence and Condition (12.6)

I have produced a copy of the photographic record and notes made in February 2006, prior to the signing of the licence and provided these to the Sports Club. They have also been given a copy of the licence.

7. Cycle Way

I have contacted TVBC for a progress update and have received the following.

"Progress is slow due to staff vacancies. Two years ago we had 2 full time and one part time engineers in our design team and all three have retired! We are still trying to fill these vacancies. I am however employing a design engineer from Eastleigh Borough Council who will be letting the contract. I think an October start date is realistic. "

Peter Buist
Parish Clerk
20 June 2008.

Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 18 June 2008

	2008/9 Budget £	2008/9 Actual £		£
INCOME				
Precept	12000.00	6000.00	Current Financial Situation	£
Sports Facility Licence Fee	1000.00	250.00		
Jubilee Hall Rent	10.00		30 Day Account	21265.66
VAT Recovered	250.00	1137.02	Current Account	4078.02
Interest on Bank Account	150.00	43.02		
Grants/Donations			Cheques written but not cashed	2872.26
Newsletter Sponsorship	400.00	37.00	Invoices to be paid	519.32
Other		30.00		
Total Income	13810.00	7497.04	Funds Available	21952.10
Transfer from Reserves	1682.00		Invoices for payment	
Total	15492.00		R Foulkes (APM flyer dist.)	30.00
			Playsafety Ltd (Playground Insp)	70.50
			P Buist (Sal & Expns)	418.82
EXPENDITURE			Total	519.32
ADMINISTRATION				
Clerk's salary & expenses	3740.00	611.68		
Clerk's use home as office allowance	427.00			
Stationery, Printing + Refreshments	200.00	24.56		
Postage	50.00	4.28		
Election Costs	0.00			
Insurance	2300.00	1932.65		
Audit	300.00			
Pocket Park rent	10.00			
Bank charges	20.00			
Village Hall hire	250.00			
Data Protection Fee	35.00			
Legal / Professional Fees	500.00	352.50		
SLCC/CPRE/HAPTC subs	250.00			
Newsletter	1500.00	188.30		
Web Hosting & Domain Registration	120.00			
Deliveries	90.00			
Training	200.00			
GRANTS & DONATIONS				
Jubilee Hall	1000.00			
Sports Grants	1000.00			
Other Grants	1000.00			
Parish Plan	0.00			
Donations	150.00			
PAVILION & RECREATION GROUND				
Fire alarm maintenance	300.00	161.09		
Electrical inspection				
Ground Maintenance	500.00	129.78		
Fences	0.00			
Pavilion Maintenance	500.00			
CHILDREN'S PLAY AREA				
Playground	700.00			
ENVIRONMENT				
Grass cutting/Tree Warden	250.00			
Dog Stiles		193.89		
Seats	100.00			
Total	15492.00	3598.73		