

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 28 January 2009 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 and 3 members of the public..

Action

1. Apologies

Mr. A. Jones and TVB Cllr. Tony Ward gave apologies for absence.

2. Open Period

Dr. Subramanyam asked about the bridleway access to The Tile Works Site.

Richard Boler, representing the Michelmersh Silver Band, outlined plans for the old Band Hut site off Manor Farm Lane.

3. Declarations of any new interest.

Cllr. Rhodes declared a personal interest in item 11.4, he was a member of the Sports Club.

Cllr. Fitzgerald declared a personal interest in item 11.4, his house overlooked the Recreation Ground.

4. Confirmation of the Minutes of the Parish Council Meeting held 26 November 2008.

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

5. Confirmation of the Minutes of the Planning Committee Meeting held on 13 January 2009.

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

6. Clerk's Report.

The report, copy attached, was **noted**. The following item was discussed.

6.1 Access route to Tilebourne

The response from Hampshire County Council was **noted**. It left unanswered the question of whether or not the new access went over a section of the bridleway without vehicular rights. It was **agreed** to write to Hampshire CC and ask for a survey to be carried out.

PBu

7. Matters Arising from Meeting of 26 November 2008 not covered by item 6.

7.1 Grant Funding for Footpath Improvement.

It was **noted** that Cllr Woodhall had advised that money was available from his members grant fund. It was agreed to bid for £400 to enable two further dog stiles to be installed, one on footpath 10 and one at a position to be agreed with the Footpath Warden.

PBu

8. Matters Arising from meeting of 13 January 2009 not covered by item 6.

There were none.

9. Planning

9.1 Applications

08/02830/ADVS, Advertising Sign, The Grange, Stoney marsh. (Confirmation of decision already taken). It was **noted** that there had been no objection.

09/00149/TREES, fell 6 poplars, The Old House, School Lane. No objection.

9.2 Determinations

Double Garage, Ridgemount, Haccups Lane – permission.

Storage building, Mobile Tyre Repairs, New Road – permission.

Alterations to Holly Tree Cottage, New Road – refusal.

Pollard poplars, Old House, School Lane – no objection.

Extended hours, Waste Recycling Centre, Bunny Lane – approval.

Independent dwelling, Little Heritage, Rudd Lane – refusal.
Alterations to Holly Tree Cottage, New Road, revised scheme – permission.
Advertising sign, The Grange – consent.

9.2 Flooding at Ravello, Haccups Lane

Cllr. Clarke presented a letter from the owner of Ravello to the owner of Ridgemount. The Parish Council **noted** the contents and felt that the right approach was being taken.

10. Financial Matters

10.1 Current Financial Situation

A financial summary was contained in the Clerks Report. This was **noted**. The 2009/10 budget paper for item 10.3 contained a budget and actual comparison for the current year.

10.2 Invoices for Payment

The following invoices were **approved**:

The Studio (newsletter)	£166.86
CPRE (annual subscription)	£29.00
Audit Commission (audit fee)	£155.25
P Buist (sal & expns)	£312.34

10.3 Approval of 2009/10 Budget.

The 2009/10 budget as laid out in the paper presented was **approved**. This paper is attached to these minutes.

10.4 External Audit Opinion on Annual Return.

The 2008/9 Annual Report had been signed off by the Audit Commission without any comment or action required. The Clerk was thanked for his work.

11. Recreation Ground

11.1 Playground Inspection.

There were no known problems.

11.2 RoSPA Inspection for 2009.

There were two options considered. RoSPA Playsafety at a cost of £63 + VAT or N. W. Adams a former inspector for RoSPA now acting independently at a cost of £44 plus VAT. It was **agreed** to seek a report from N. W. Adams.

PBu

11.3 New Playground Equipment.

This would be deferred to the 2009/10 financial year.

11.4 Proposal to amend the current licence arrangements with the Sports Club for the use of the recreation ground, review of issues.

Robin Goodland declared a personal and prejudicial interest (he was Secretary to the Sports Club) and left the room.

The paper presented by Cllrs. Fitzgerald and Davis was considered. The aim was to achieve heads of agreement. The main concern surrounded committing future Parish Councils to a financing arrangement. It was **agreed** that Cllrs Fitzgerald and Davis should have further discussions with the Sports Club to see if some compromise was possible.

RF / RD

11.5 Requirement to cut Stockbridge Road hedge.

It was **agreed** to ask Robin Hood to cut the hedge and remove all cuttings provided the cost was similar to last year.

PBu

12. Correspondence

12.1 Consultation Paper – Local Authority Publicity.

The paper was **noted** and no action was required.

12.2 Recreation Hut Charity – Appointment of Trustees.

The note from John Glasspool was noted. As Cllr. Vie was willing to be a trustee, it was **agreed** to suggest that he was co-opted in place of the missing members and all others to remain the same.

PBu

12.3 Village 30 Traffic Order Proposal.

The traffic order was **noted**.

13. Approval of new Freedom of Information Act Publication Scheme.

The draft Publication Scheme was considered. One amendment was **agreed** that the postage should be included in the £1 charge for items under ten pages. The Publication Scheme was **adopted**.

PBu

14. Risk Assessment Actions for October.

14.1 Financial Records in Good Order

Cllrs. agreed that records were in good order.

14.2 Quarterly review of budget Vs actual expenditure

The 2009/10 budget paper had included a review of the current years budget and expenditure.

14.3 Bank Reconciliation

A bank reconciliation had been carried out.

14.4 Review Auditors recommendations and action

There were no actions required.

14.5 Risk Assessment Review

There were no further risks to add.

15. Meetings Attended

Cllr. Rhodes had attended a meeting at Ace Liftaway.

16. Chairman's Mandate.

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

17. Any Other Business

17.1 Parish Notice Board

Cllr. Clarke asked if the Council could move the notice board from the wall of the Jubilee Hall to the grass verge. This would be placed on the agenda of the next meeting.

PBu

17.2 Jubilee Hall Lease

It was noted that the lease was due for renewal in 2011. The Jubilee Hall Management Committee would like confirmation from the Council about a continuation of the lease. This would be placed on the agenda of the next meeting.

PBu

17.3 Leylandii Hedge along A3057

Concern was expressed that the hedge was overhanging the footpath.

17.4 Boundary Fence between Copse and Recreation Ground

This may need some repair. This would be placed on the agenda of the next meeting.

PBu

18. Dates of meetings:

Parish Council Meetings – 25 February 2009 and 25 March.

Annual Parish Meeting 18 May 2009.

The meeting closed at 9.50 p.m.

Peter Buist,
Parish Clerk,
3 February 2009

**Michelmersh & Timsbury Parish Council
Clerk's Report to PC Meeting of 28 January 2009.**

1. Tilebourne

I have received a letter from Barbara Beardwell, head of Property at HCC in reply to the Parish Council letter about possible bridleway encroachment. The Parish Council letter ended with the following:

"My Parish Council is very concerned that:

- the planning decision was taken based on plans with a lack of crucial detail,*
- a further length of bridle way can be taken where there is no existing right of vehicular access and anyone driving over that length may be committing an offence,*
- there is a lack of concern about the protection of this bridleway at Hampshire County Council.*

Is Hampshire County Council aware that an additional length of the bridleway has been taken and is HCC satisfied that the change in status of that part of the bridleway has been properly authorised?"

The reply from HCC is as follows:

"I refer to your letter dated 6 October 2008 to Andrew Smith and concerns expressed within your letter regarding planning permission recently granted by Test Valley Borough Council in respect of proposals for access to the proposed development from the bridleway.

The decision to grant planning permission was taken by Test Valley as Local Planning Authority and is not within the remit of the County Council. Whilst the County Council is a Statutory Consultee as Highway Authority, the County Council is concerned about the geometry of where the proposed access joins the bridleway, and not land ownership issues. It is the responsibility of any proposed developer to ensure it either owns or otherwise has sufficient rights in respect of any land it requires for development. The task of the County Council is to consider whether the proposal works in highway terms.

The County Council's comments on the application were provided by the Environment (Highways) Department as is our standard procedure, and my understanding is that the County Council's Rights of Way Department had no further comments they wished to raise in the County Council's response.

If the revised proposal include any part of the bridleway in respect of which there is no private vehicular right of access, then any usage of such part of the bridleway by vehicles would be a trespass against the landowner, and also a criminal offence under the Road Traffic Act which the police could take action to enforce.

It would also be a trespass against the landowner if any development took place without permission on land outside the bridleway and outside the ownership of the developer. There is no question of any further (vehicular) rights being acquired, or "permitted" by the County Council in consequence of the works."

2. Grant to St. Andrew's Church

A grant of £500 has been made.

3. Grant Funding for Footpath Improvement

Budget funding has been made for this item in 2009/10, but I have removed the item from the agenda until plans are developed.

4. Budget and Precept

An amended budget is presented for approval by the Council. The request for a precept of £12,000 for 2009/10 has been made.

5. Codes of Conduct Consultation Paper

I consulted with ALC and got the following reply:

"The consultation is most important from a perspective of yourself - a Code may be introduced for officers. There may be minor changes to the member's code, but nothing to get excited about.

The ALC has responded based on comments from member councils, broadly supporting the proposals"

In the circumstances I did not feel that any further action was required.

6. Condition of Bunny Lane

I wrote to HCC supporting Braishfield's complaint about the condition of Bunny Lane. HCC responded as follows:

"Thank you for your letter of 10 December 2008 to the Director of Environment that was forwarded to me for comments.

My staff are currently talking to all contractors operating in Bunny Lane to find a way forward to prevent mud on the road, possibly involving a combined arrangement between all contractors to ensure that mud is removed from the highway. I will update you on measures agreed in due course."

7. Water Run Off In Hill View Lane

Cllr Ward was contacted. In the meantime, I am informed that the owners of Glenville have laid a drain to try and prevent water run off into neighbouring gardens.

8. Cycleway

I have received word from TVBC that they intend to start work on the extension to the cycleway in mid February. TVBC wanted to put a piece in the Newsletter about this, but unfortunately the Newsletter had just been printed when they made the request.

9. Financial Summary

As at 31 December 2008.

Current Account	£874.43
Savings Account	£24,615.16
Cheques written but not cashed	£594.30
Invoices for payment	£663.45
Funds available	£24828.84

Peter Buist
Parish Clerk
27 January 2009

Michelmersh & Timsbury Parish Council - Draft Budget 2009/10

Actual Amounts are as at 31 December 2008

	2008/9 Budget £	2008/9 Actual £	2009/10 Budget
INCOME			
Precept	12000.00	12000.00	12000.00
Sports Facility Licence Fee	1000.00	750.00	1000.00
Jubilee Hall Rent	10.00		10.00
VAT Recovered	250.00	1137.02	300.00
Interest on Bank Account	150.00	392.52	300.00
Grants/Donations			4000.00
Newsletter Sponsorship	400.00	133.00	400.00
Other		30.00	
Total Income	13810.00	14442.54	18010.00
Transfer from Reserves	1682.00		7015.00
Total	15492.00		25025.00
EXPENDITURE			
ADMINISTRATION			
Clerk's salary & expenses	3740.00	2784.20	3860.00
Clerk's use home as office allowance	427.00	320.25	440.00
Stationery, Printing + Refreshments	200.00	24.56	200.00
Postage	50.00	17.31	30.00
Election Costs	0.00		
Insurance	2300.00	1932.65	2000.00
Audit	300.00	140.00	350.00
Pocket Park rent	10.00		10.00
Bank charges	20.00		20.00
Village Hall hire	250.00	19.20	150.00
Data Protection Fee	35.00	35.00	35.00
Legal / Professional Fees	500.00	352.50	2000.00
SLCC/CPRE/HAPTC subs	250.00		250.00
Newsletter & Village Directory	1500.00	568.10	1500.00
Web Hosting & Domain Registration	120.00		120.00
Deliveries	90.00	30.00	90.00
Training	200.00		200.00
GRANTS & DONATIONS			
Jubilee Hall	1000.00		1000.00
Sports Grants	1000.00		1000.00
Other Grants	1000.00	500.00	1000.00
Parish Plan	0.00		
Donations	150.00		150.00
PAVILION & RECREATION GROUND			
Fire alarm maintenance	300.00	272.57	320.00
Electrical inspection			
Ground Maintenance	500.00	129.78	550.00
Fences	0.00		0.00
Pavilion Maintenance	500.00		500.00
CHILDREN'S PLAY AREA			
Playground	700.00	505.25	7500.00
ENVIRONMENT			
Grass cutting/Tree Warden	250.00		250.00
Dog Stiles & Footpaths		211.69	1000.00
Seats	100.00		500.00
Total	15492.00	7843.06	25025.00
Forecast Reserves			10485.79