

MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 24 June 2009 at 7.30 p.m. at the Jubilee Hall, Timsbury.

Present: Parish Councillors, Mr. R. Davis (Chairman), Mr. P Clarke, Mr. R. Fitzgerald, Mr. R. Goodland, Mr. A. Jones, Mr. J. Rhodes, Mr. R. Vie, Parish Clerk Mr. P. Buist and 1 member of the public.

Action

1. Apologies

TVB Cllr. Tony Ward gave apologies for absence.

2. Open Period

Dr. Subramanyam spoke about the Tile Works site and insufficient sewerage out flow.

3. Declarations of any new interest.

None.

4. Confirmation of the Minutes of the Parish Council Meeting held 27 May 2009.

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

5. Clerk's Report.

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

5.1 Tilebourne

It was **agreed** that if there was still no reply to our letters by 6 July and reminder would be sent. If there was still no reply by 17 July an official complaint would be made.

PBu

6. Matters Arising from the meetings of 27 May not covered by item 5.

6.1 Play Area

Cllr. Goodland had examined the levels between the play surface and the grass and concluded that the play surface was marginally lower than the grass. It was not perceived as a risk and it was agreed that no further action was required.

6.2 Store Room Roof

The roof tiles were no longer available and plywood had been used to repair the damaged area.

6.3 Broadband

Poor broadband performance in the parish was being followed up.

RF

7. Planning

7.1 Applications

09/00985/FULLS, replacement dwelling, Squirrels Lodge, Rudd Lane; this had been dealt with outside of the Council meeting and a "no objection" had been returned.

09/01066/FULLS, replacement dwelling, Cranbrooke, Stockbridge Road; there was no objection, but the concerns of a neighbour about parking during the building process was noted and it was **agreed** that this should be drawn to the attention of the planning officers.

PBu

7.2 Determinations.

Two applications for revisions to house design at the Tile Works site had been given permission despite a stout objection from the Chairman and Cllr. Ward.

Extensions to Nurses Cottage, Haccups Lane – permission.

Outbuilding at Oak Tree House – permission.

Holly Tree Cottage appeal – dismissed.

9. Financial Matters.

8.1 Current Financial Situation.

The financial summary was **noted**. The report is attached to these minutes. The possible enhancement of the play area was discussed and Cllr. Fitzgerald would consult with Mary Lees on possible new pieces of equipment before seeking quotes. RF

8.2 Invoices for Payment.

The following invoices were approved for payment:

The Studio (Village Directory)	£105.10
The Studio (Parish newsletter)	£159.00
P Buist (salary, use of home all. & expns)	£431.29
Jubilee Hall (room hire)	£44.00

8.3 Approval of the Annual Return for the year ending 31 March 2009.

The Summary Receipts and Payments Account for the Year ended 31 March 2008 and Supporting Notes to the Accounts were **examined** and unanimously **approved**. The Chairman and the Responsible Finance Officer signed both the statements. The PC **considered** the Annual Return, **accepting** the Statement of Accounts in Section 1. The PC considered the Statement of Assurance in Section 2 of the Annual Return and was able to answer "yes" to each of the eight statements, item 9 was not applicable. The Clerk and Chairman signed off section 2. It was **noted** that the internal audit would be carried out on 13 July. PBu

8.4 TVBC Review of Pocket Park Rent.

The letter from TVBC informing the Parish Council of the results of the rent review was **noted**. It was **agreed** to accept the new rent of £14.83. PBu

9. Recreation Ground.

9.1 Playground Inspection.

There were no problems to report.

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

Cllr Goodland left the room for this item. Cllr Rhodes reminded the Council that he had a personal interest in this item as he was a member of the Sports Club. He remained in the room for the discussion.

The key heads of agreement had been presented to the Sports Club and had been welcomed. The "use" clause would need to be defined and agreed. A formal response was now required from the Club. All Cllrs. should consider this matter for further discussion at the next meeting. All

It was further **agreed** that an estimate of a solicitor's fee to draw up a lease document would be obtained. Although it was acknowledged a cost may be difficult to assess until a more detailed requirement was defined.

10. Correspondence

10.1 Letter from Michael Woodhall

The letter was **noted**. It was **agreed** to write to Mr. Woodhall to thank him for his help and support during the time he represented the Parish on Hampshire CC. PBu

11. Risk Assessment Actions for June.

11.1 Inspection of Parish Assets

The Chairman and Vice Chairman would inspect the assets. It was suggested that the artificial wicket should be included. RD / JR

11.3 Financial & Budget Review

This had been carried out and reported on under agenda item 8.1.

11.4 Reconciliation of Bank Account

The bank accounts had been reconciled.

12. Arrangements, Insurance etc for Village Cricket Match and Fun Day

The village fun day would take place on 18 July. It was **agreed** to inform the insurance

company that this was taking place as a Parish Council event.

PBu

13. Meetings Attended

Several Councillors had attended the opening of the new stretch of cycle way.

14. Chairman's Mandate.

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

15. Any Other Business

15.1 Cycle Way

Pressure should be maintained to get the next stretch of cycle way to Romsey completed.

PBu

15.2 Welcome Pack for new home owners at Tilebourne

This would be placed on the agenda for the next PC meeting. The pack could include information about all the local facilities.

PBu

15.3 Closure of Rudd Lane

The closure from 6 July for two weeks was noted.

15.4 Community Garden

A new simplified design was to be discussed with the JHMC.

16. Dates of meetings:

Parish Council Meeting –22 July and 23 September.

The meeting closed at 9.10 p.m.

Peter Buist,
Parish Clerk,
16 July 2009

**Michelmersh & Timsbury Parish Council
Clerk's Report to PC Meeting of 24 June 2009.**

1. Tilebourne

Once again Barbara Beardwell was reminded that a reply to the question of encroachment onto the bridle way was outstanding. This time the reminder got a response and a suggestion that a reply in a week might be expected. No reply came and I wrote to the Chief Executive of Hampshire CC. I have received a response to this letter to say that my letter has been passed to Mrs. Beardwell with the request that she should contact me.

2. Cycle Way

The new stretch of cycle way was formally opened on 13 June. A number of Councillors and their families attended.

3. Local Government Administration

The new version of Charles Arnold Baker has been ordered.

4. Grant to St. Mary's Church

A cheque was sent to St. Mary's Church to go towards the upkeep of the church yard. A letter of thanks has been received.

5. Cricket Nets

The nets have now been relocated on the recreation ground.

6. Sign Post, Haccups Lane / Manor Farm Lane

A parishioner had spotted that the traditional village sign post had been removed and a new post (without finger signs) erected. A check with Hampshire Highways revealed that the signs were being renovated and would be returned soon.

7. Annual Return / Internal Audit

All work on the annual return has been completed and the papers are presented to this meeting of the Council for approval. The appointment with the Internal Auditor is fixed for 13 July.

8. Rural Settlements Boundary Review

I have received a letter and discussion paper on the above from TVBC. I will try and get extra copies of the paper for circulation to Councillors and place this matter on the agenda for the July meeting of the Parish Council. TVBC have asked for comments on the discussion paper by 28 August and have offered to attend a meeting of the Council.

Peter Buist
Parish Clerk
22 June 2009

Michelmersh & Timsbury Parish Council - Financial Report

Actual Amounts are as at 31 May 2009

	2009/10 Budget	2009/10 Actual £		
INCOME				
Precept	12000.00	6000.00	Current Financial Situation	£
Sports Facility Licence Fee	1000.00			
Jubilee Hall Rent	10.00	10.00	30 Day Account	19622.95
VAT Recovered	300.00		Current Account	6649.97
Interest on Bank Account	300.00	1.88		
Grants/Donations	4000.00		Cheques written but not cashed	1213.48
Newsletter Sponsorship	400.00	245.00	Invoices to be paid	739.39
Other				
Total Income	18010.00	6256.88	Funds Available	24320.05
Transfer from Reserves	7015.00			
			Invoices for payment	
			The Studio (Village Directory)	105.10
Total	25025.00		The Studio (Newsletter)	159.00
			P Buist (Sal & Expns)	431.29
			M&TJH (hall hire)	44.00
			Total	739.39
EXPENDITURE				
ADMINISTRATION				
Clerk's salary & expenses	3860.00	630.03		
Clerk's use home as office allowance	440.00			
Stationery, Printing + Refreshments	200.00	26.20		
Postage	30.00	3.24		
Election Costs				
Insurance	2000.00	2119.97		
Audit	350.00			
Pocket Park rent	10.00			
Bank charges	20.00			
Village Hall hire	150.00	38.40		
Data Protection Fee	35.00			
Legal / Professional Fees	2000.00			
SLCC/CPRE/HAPTC subs	250.00			
Newsletter	1500.00	169.50		
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	550.00		
Parish Plan				
Donations	150.00			
PAVILION & RECREATION GROUND				
Fire alarm maintenance	320.00	109.11		
Electrical inspection				
Ground Maintenance	550.00			
Fences	0.00			
Pavilion Maintenance	500.00			
CHILDREN'S PLAY AREA				
Playground	7500.00	46.58		
ENVIRONMENT				
Grass cutting/Tree Warden	250.00			
Dog Stiles	1000.00			
Seats	500.00			
Total	25025.00	3693.03		