MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 26th May 2004 at 7.30 p.m. in the Jubilee Hall, Timsbury.

Present: Parish Councillors Dr. W. A. Lees (Chairman), Mr. D. Cowling, Mrs. C. Evans, Dr. J. Glasspool, Mr. P. Pritchett-Brown, Dr. M. Subramanyam, Mr. R. Vie, TVBC Councillor Mr. D. Bidwell, three members of the public and Parish Clerk Mr. P. Buist.

Action

1. Apologies
There were none

2. Election of Chairman and Vice- Chairman
It was **proposed** by Peter Pritchett-Brown and **seconded** by Donald Cowling that Dr. Lees be elected Chairman. Dr. Lees was willing to accept provided a committee was formed to handle future relations with the Sports Club. This proposal was supported and Dr. Lees was **elected unanimously**.

It was **proposed** by Dr. Subramanyam and **seconded** by Donald Cowling that Peter Pritchett-Brown be elected Vice-Chairman. This proposal was supported and Peter Pritchett-Brown was **elected unanimously**.

The procedure for setting up the committee and appointing a Chairman would be checked. — WAL/ PP-B/ PBu

3. Open Period
Mike Kelly asked if a meeting had been held with the Sports Club as proposed at the last meeting of the Parish Council. It was confirmed that this had not taken place. The original suggestion that the Chairman, Vice-Chairman and Clerk should meet the Club had been turned down by the Club and they had requested a meeting with the full Parish Council. When this was offered, the Club had responded to say that a meeting would be "imprudent". Mr. Kelly expressed his disappointment and the Council echoed this.

Dr. Subramanyan noted that he had proposed over many months that the Council should meet the Club but at the time the Council had not been prepared to do so.

4. Declarations of Interest
Dr. Glasspool declared that he had applied to re-join the Sports Club as a member. It was considered that this did not leave him with a prejudicial interest.

5. Confirmation of Minutes of the Parish Council Meeting held on 28 April 2004
The following changes were **agreed**:
Item 2, 3rd para, line one, delete "sate" insert "state".
Item 7.3, add a final sentence to read "There was no resolution that these sanctions should be used immediately"

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

6. Matters Arising from meeting of 24 March 2004

6.1 Disaster Planning.
The Clerk had written to the PCT and Hants CC.

6.2 TVBC Policy on VDS's.
The Chairman had raised this issue at the TVAPTC meeting with the result that Head of TCBC Planning would be invited to address the next TVAPTC meeting.

6.3 Parish Web Site.
This was now up and running. It was **agreed** that minutes would not be published on the site until the Council had confirmed them. Newsletter advertisements would not appear on the site, but if we want to take adverts, the

charging structure can be sorted out later. Head and shoulder photographs of all Councillors were requested for the site. The launch of the site would be announced in the next Newsletter.

6.4 Culverts and Hedges.

The promised map had not been received. WAL

6.5 Jubilee Hall Financial Support.

A letter had been sent to TVBC confirming support from the Council.

6.6 Additions to Main River Network.

(This item was opened for Mike Kelly to speak)

The letters to and from the Environment Agency were **noted**. The Council concluded that they were not entirely happy with the reply from the Environment Agency. There had been no mains drainage in 1973 and this may have led to the risk classification. It was **agreed** that both letters would be circulated to residents in New Road. PBu

6.7 Motor Sport on Casbrook Common

The letter from TVBC was **noted**. Dr. Subramanyam said that there was considerable noise from the site last Sunday. He had referred this to TVBC's call centre and Mark Lee from TVBC had visited him on Monday. Mark Lee would write to SITA, who were the landowners, and information would also be passed to the police to take trespass action.

6.8 Bus Shelter

Information had been passed to the lady who had now taken up this project.

6.9 Land at Stoneymarsh

The exchange of e-mails between the Clerk and TVBC was **noted**. The Council would be advised if and when the land went on the open market.

6.10 Items carried forward

- Test & Itchen Landcare Project WAL
- Agreement on Stiles WAL
- Millennium Chart WAL
- Visit to Electrical Contractor WAL
- Visit to Ace Liftaway PBu
- Standards Board Consultation Papers WAL
- HAPTC AGM MS

7. Appointment of Parish Representatives

The following appointments were made:
Jubilee Hall Management Committee - Dr. Glasspool
St. Mary's Church & Friends of St. Mary's – Peter Pritchett-Brown
St. Andrew's Church – John Glasspool
TVAPC – Dr. Lees and Dr. Subramanyam
Old Timsbury Hut Charity – John Glasspool
Public Transport - Agreed to carry vacancy
Old Michelmersh Barns Trust – Donald Cowling
Footpaths – Mary Lees
Health Committee - Agreed to carry vacancy
Playground Inspections - Peter Pritchett-Brown
Tree Warden – Bryan Raines (subject to his agreement)

PP-B

The meeting was opened to allow the Secretary of the Sports Club to confirm that their constitution did not allow a representative of the Council to sit on the SC Management Committee. The Chairman asked if the Council could have a copy of the constitution. The SC Secretary would put this request to the SC Management Committee.

8. Planning

8.1 Applications

TVS.04887/9, replacement of existing dwellings with 2 three-bedroom hoses with integral garages, 3 & 4 Upper Timsbury Cottages, Rudd Lane. It was **agreed** to object on the grounds of over development of the site and to use the draft prepared by the Chairman to respond to TVBC. PBu

TVSM005/3, Variation of condition 1, Hunts Farm Quarry. No objection.

TVS.10244/1, Outline application for erection of one dwelling, Duttons, Stockbridge Road. It was **agreed** to object on the grounds of over

development of the site. The VDS had used this area as an example of current over development.

8.2 Determinations
TPO.TVBC.776(2004), Tree Preservation Order, Bear & Ragged Staff. Confirmed.
TVS.10301, conservatory, 2 St. Andrew's Close. Permission.
TVS.10244, extension, Duttons, Stockbridge Road. Permission.

8.3 Borough Plan
A preliminary meeting was set for 1 July for the inspector to set the ground rules. Dr. Lees and Dr. Subramanyam would attend. Mr. Hecks, our planning consultant, could not attend this meeting, but would begin enquiries on developers submissions.

9. Michelmersh & Timsbury Sports Club

9.1 Rent Payment Progress Update
It was **noted** that the Sports Club had rejected offers of meetings.

The Chairman reported on his conversation with Andrew Gardner who had volunteered to act as a mediator. Mr. Gardner had spoken to The SC Secretary and Treasurer and was awaiting a further call from the Treasurer. In the meantime the SC had written to many TVBC and Hampshire CC Councillors. Cllr. Michael Woodhall had been supportive of the Parish Council and intended replying to the SC to confirm that the proper procedures had been followed and that the rent was a generous one.

It had been agreed that a further attempt to talk to the SC should be made, and the Vice-Chairman had spoken to the SC Treasurer without success.

Dr. Subramanyam said that he had met some TVBC Councillors and their view was that the PC had acted disgracefully. Their suggestion was that the precept should be increased to cover Parish Council costs.

It was **agreed** that current proceedings should be allowed to take their course and we should allow Andrew Gardner the opportunity to resolve the issue of unpaid rent.

9.2 Request for Copy of Surveyor's Report
The Chairman had checked if the Council was under any obligation to supply the report under the Freedom of Information Act. TVBC Legal Services had confirmed that the act was not yet in force and there was no obligation to supply the report. It was **proposed** that the Club was allowed to read the report and we would ask the Surveyor if we could make a copy of the report for the Club. This was **agreed**. PBu

9.3 Recreation Ground Access via Jubilee Hall Car Park
The new committee, when set up, should deal with this issue. It was important that the Jubilee Hall was allowed to extend. It was **noted** that the grant from TVBC had been approved and the Jubilee Hall had delayed the extension build, but would go ahead with the other building changes planned.

10. Financial Matters

10.1 Current Financial Situation
The statement of income and expenditure against budget and bank account levels circulated earlier was **noted**. This paper is attached to the minutes.

10.2 Insurance Premium
Two further insurance quotes had been requested from the companies identified last year. AON had responded with a quote of £5,674.08. Astbury Wren & Co Ltd., only provided cover for playing fields and did not cover the full requirements of the Council. It was **proposed** by the Chairman and

seconded by the Vice-Chairman that the renewal quote from Allianz Cornhill at £2,233.51 be accepted. This was **agreed**. A **proposal** to ignore letters on insurance cover was **withdrawn** and it was **agreed** that any letters should be put before the Council.

10.3 Invoices for Payment

It was **agreed** to make the following payments:

Peter Pritchett-Brown	Village Dir. Printing	£6.68
M&T Jubilee Hall	Hall Hire	£34.86
P. Buist	Salary & Expns.	£341.69
Allianz Cornhill	Insurance Premium	£2,233.51

It was **agreed** to hold the payment to ADT Fire & Security until an explanation of the service was received.

10.4 Policy on Grant Requests

The paper already circulated on Grant Policy was **noted**. It was **agreed** to amend para 6 to read *"Except when the grant requested is less than £500, the Council will also ask for any grant application to be supported by the latest set of audited accounts from the applying organisation together with details of its constitution."* The policy was then **adopted**.

11. Recreation Ground

11.1 Playground Inspection

The playground equipment had been inspected and no deterioration was noticeable.

11.2 Working Party Report

The Working Party did not meet. However, the Council **agreed** to write to TVBC to see if they would be willing to carry out inspections and keep the required records as it was adjacent to their own ground at Hunts Farm Playing Fields. PBu

12. Highways & Environment

12.1 Light Pollution

It was reported that the Brickworks have put up new floodlighting which shines up as well as down. It was **agreed** that an informal approach would be made to the Brickworks to ask for the lights to be shaded. PP-B

12.2 Brickworks Noise

The Chairman had reviewed the CD on pollution control at the Brickworks and section 9 of the report was different to what was actually happening. The Chairman had written to TVBC about this. A letter had also been received explaining the action being taken at the Brickworks. It was **agreed** to carry out a survey through the Newsletter and assess the situation at the end of June to see if any improvement had been made. It was also **agreed** to write to Mark Lee at TVBC explaining what we were planning. PBu

13. Parish Plan & Recreation Ground Trust

The Parish Plan Group had received a letter from the Countryside Agency to say that a grant would not be available. The group would however carry on. There was £500 in the Parish Council's budget to support the work. The group would be calling door to door to seek views. The Chairman paid tribute to the work done by the group so far.

On the Recreation Ground Trust, the group felt that this had to be driven by parishioners, and support would have to be forthcoming for it to get into the plan. It was not felt that the loss of the ground was immanent and the Hampshire PFA suggested that a trust might not be a good thing anyway.

14. Correspondence

14.1 Sports Club Risk Assessment

During the Sports Clubs risk Assessment of the recreation ground, they

noted that the Timsbury pre-school Group had built their shed and garden over the old cesspit. They had noted this as a "significant risk" and had covered the area with sheets of marine ply as a temporary measure to reduce the risk. The Sports Club had since found that the cost of a permanent solution was likely to be much less than first thought and had written to the Council offering to fill in the cesspit providing the cost does not exceed £100. The Council was pleased to accept this offer and would ask the Club to go ahead with their proposal. PBu

Separately, the Council would ask the Club about the new arrangements they had made to irrigate the recreation ground. PBu

14.2 Hampshire Civic Service
The letter from Hampshire CC was **noted**. No one wished to attend the service.

14.3 TVBC Enforcement Training
The letter from TVBC was **noted**. The Chairman along with Dr. Suramanyan, Dr. Glasspool and Carol Evans wished to attend the training on 22 June starting at 7.00 p.m. in Kings Somborne Village Hall. PBu

14.4 Hampshire Youth Band
The letter from Hampshire Youth Band asking for a grant was **noted**. It was **agreed** that a grant could not be given. PBu

14.5 Byelaws
The letter from TVBC was **noted**. It suggested writing to the Home Office for further information. The letter from M&T Sports Club expressing concern about travellers invading the ground was **noted**. It was **agreed** to seek the advice of the Home Office. PBu

15. Risk Assessment Actions for March

15.1 Appointment of Financial Officer
The Clerk was **appointed** as the Financial Officer.

15.2 Annual Review of Risk Assessment
The Chairman had **reviewed** the Risk Assessment and found no further additions were required.

16. Meetings Attended

16.1 TVAPTC
This had been attended by the Chairman and Dr. Subramanyam. Items discussed were; Village design statements, disposal of Police houses, communication with TVBC, community bus service with voluntary drivers. Part of the Parish Plan might be to get a mini bus for Michelmersh & Timsbury to ferry the youngsters to and from Romsey.

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

18. Any Other Business

18.1 Close of TVBC Offices in Romsey
It was **agreed** to write to express concern at the possible closure of the TVBC Offices in Romsey. PBu

18.2 Cycle Way
It was **noted** that since the A3057 had been redressed, the cycle way was covered in loose stones. It was **agreed** to write to Hants CC. PBu

18.3 Speed Cameras
It was **agreed** to enquire about the cost of buying a speed gun for the village or possible share between villages. The attitude of the police would

also be sought. PBu

18.4 Waste Management

It was **agreed** to add this to the next agenda and invite Andrew Rolt from Hampshire CC to speak at the meeting about plans for Casbrook Common.

19. Dates of future meetings.

Parish Council – Wednesday 23 June 2004.
Parish Council – Wednesday 28 July 2004.

All meetings in the Jubilee Hall, starting at 7.30 p.m.

The meeting closed at 9.54 p.m.

Peter Buist
Parish Clerk
June 2004

Michelmersh & TimsburyParish Council - Financial Report

Actual Amounts are as at 30 April 2004

	2004/5 Budget £	2004/5 Actual £
INCOME		
Precept	14000.00	7000.00
Sports Club Rent	0.00	
Jubilee Hall Rent	5.00	
VAT Recovered	160.00	
Interest on Bank Account	50.00	
Grants/Donations	0.00	
Newsletter Advertising	100.00	
Transfer from Earmarked Reserves	4949.00	4949.00
Total	**19264.00**	**11949.00**
EXPENDITURE		
ADMINISTRATION		
Unavoidable Costs		
Clerk's salary & expenses	3500.00	248.69
Petty Cash + stationery + refs	200.00	
Election Costs [data ex TVBC]	0.00	
Insurance	2200.00	
Audit	600.00	
Pocket Park rent	10.00	
Bank charges	25.00	
Village Hall hire	250.00	
Legal / Professional Fees	500.00	120.00
ADMINISTRATION		
Avoidable Costs		
SLCC/CPRE/HAPTC subs	200.00	
Newsletter	800.00	158.75
Deliveries	90.00	30.00
Training	100.00	
GRANTS & DONATIONS		
Unavoidable Costs		
Jubilee Hall	2949.00	
GRANTS & DONATIONS		
Avoidable Costs		
Parish Churches	500.00	
Parish Plan	500.00	
Others	100.00	
REC GROUND & PAVILION		
Unavoidable Costs		
Fire alarm maintenance	400.00	
Electrical inspection	100.00	
Maintenance	1500.00	
REC GROUND & PAVILION		
Avoidable Costs		
Grass cutting	0.00	
Playground	2000.00	
Fences	0.00	
Seats	0.00	
ENVIRONMENT		
Avoidable Costs		
Grass cutting/Tree Warden	450.00	
Bus shelter/signs	1000.00	
Other (Inc. N. Hecks on B. Plan)	1000.00	
Dog Stiles	200.00	
Total	**19174.00**	**557.44**

Current Financial Statement as at 30 3 04

Gold Account	22767.65
Current Account	357.41
Petty Cash	2.93
Cheques written but not cashed	562.44
Invoices awaiting payment	2708.70
Funds available	19856.85

Invoices to be paid

ADT Fire & Security (Fire Alarm Mte)	91.96
Peter Pritchett-Brown (Village Dir. Printing)	6.68
M&T Jubilee Hall (Hire fees)	34.86
P. Buist (Clerks Sal & Expns)	341.69
Allianz Cornhill (Insurance Premium)	2233.51
Total	2708.70