MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 23rd June 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, two members of the public and Parish Clerk Mr. P. Buist. Mr. Haxforth attended for item 2 and Mr Rolt attended for item 11.3

Action

1. Apologies
There were none

2. Open Period
Andrew Rolt of Hampshire CC was attending for item 11.3. It was **agreed** to open the meeting at that point to allow him to speak.

Mr. Haxforth introduced himself as a Surveyor acting for the Harveys at Manor Farm, Michelmersh. A planning application was about to be submitted for a pair of farm workers cottages at Manor Farm and Mr. Haxforth explained the rational behind the application. Manor Farm struggled to get good quality stockmen for their 500 head of cattle and 1000 sheep. They had been using agency staff, but this was not ideal. Advertising posts with accommodation usually attracted good staff. Hence the planning application for two cottages near Delamore in Manor Farm Lane. The following questions were asked.

- Why was Manor Farm planning new cottages when the farm had sold off cottages? Mr. Haxforth thought that these had been bought back by the family.
- Why not build nearer the farm? Security and Health & Safety were given as reasons. There was also a wish to integrate the occupiers into the village.
- What size were the buildings? They would be a pair of 3 bed, semi-detached houses of modest scale with a 5m x 8m footprint. Materials would be local brick and slate roof.
- Had the Village Design Statement been taken into account? Not yet but it would be.

The Council thanked Mr. Haxforth for his presentation.

3. Declarations of Interest
Dr. Glasspool was now a member of the Sports Club, but not an officer of the club. This was not considered to be a prejudicial interest.

4. Confirmation of Minutes of the Parish Council Meeting held on 26 May 2004
The following change was **agreed**:
Item 11.2. Add a first new sentence “The Working Party did not meet.” Delete the words “It was” and replace with “However, the Parish Council”.

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

5. Matters Arising from meeting of 26 May 2004

5.1 Parish Web Site
This was now more complete with a digest of the Newsletter. There was a new forum page and items of interest could be placed there between Newsletters.

5.2 Hedges, Verges and Culverts
A map had now been received and a letter written to Hampshire CC by the Chairman on all three subjects requesting attention to listed problems.

5.3 Addition to river network
The letter from the Environment Agency had been delivered to New Road residents.

5.4 Landcare Project
Jobs had been allocated.

5.5 Agreement on Styles
This was in hand with the Chairman, a response was now awaited from Manor Farm.

5.6 Millennium Chart
The Chairman had arranged for a replacement.

5.7 Visit to Electrical Contractor
This was for BKP to arrange.

5.8 Standards Board Consultation Papers
No further action was required.

5.9 Request from Sports Club for copy of Surveyor's Report
The Sports Club had been asked if they would like to view the report.

5.10 Light Pollution
The Vice-Chairman had spoken to the brickwork's manager who had assured him that nothing had changed.

5.11 Brickworks Noise
A questionnaire had been included in the Newsletter and a form was available on the web site.

5.12 Cycle Way
An approach to Hants CC had been made and the cycle way had now been swept.

5.13 The following items were carried forward for action:

• HAPTC AGM	MS
• Request to TVBC to carry out playground inspections	PBu
• Acceptance of Sports Club offer to fill in old cesspit.	PBu
• Request to Sports Club for details of new irrigation arrangements.	PBu
• Letter to Hampshire Youth Band.	PBu
• Advice from Home Office on Byelaws.	PBu
• Letter to TVBC expressing concern about possible closure of Romsey offices.	PBu
• Speed cameras on A3057.	PBu

6. Planning

6.1 Applications
TVS.03256/2, Erection of garden shed, Old Police House, Stockbridge Road. No objection.

6.2 Determinations
There were none to report.

*At this point, it was **agreed** to bring forward item 11.3 and open the meeting to allow Andrew Rolt from Hampshire CC to present his plans for Casbrook Common.*

6.3 TV Borough Plan
The Chairman had inspected the papers and there appeared to be no contentious issues such as tandem development. Nigel Hecks had also looked at the developers proposals for infil at Old Post Office, Haccups Bottom, Southern Frontage of Burwood, Burwood to Silverlea, Milburns to Sunningdale and land fronting Timsbury Manor. Mr. Hecks will submit written reports on these to the inspector.

6.4 TVBC Consultation on Affordable Housing
TVBC had requested a response to proposals for affordable housing. It was agreed that there was a need for affordable housing and the Parish Council would respond to the questionnaire. PP-B

7. Formation of Property & Facilities Committee
The paper by the Chairman, circulated earlier to the members was considered.

Dr. Subramanyam asked why we needed this committee, the original idea was that it should deal with Sports Club issues. That had changed. He also suggested that it should be advisory only and that it need not be formed totally from councillors, but parishioners should be invited to be members. The Chairman said that to only deal with Sports Club issues would mean it had a narrow focus and should properly deal with all PC property and facilities.
Richard Vie suggested that the scope needed expanding to define what the committee could and could not do. He considered that land and property was a major issue and asked why we would want only four members of the council dealing with it instead of the full council. He was prepared to accept extra meetings of the council if this was needed and preferred no committee. He felt that the responsibilities were wrong where £300,000 worth of PC assets were controlled by a few. The Chairman said that TVBC Legal Services suggested the words used in the paper.
Donald Cowling felt that the proposals for a committee were sensible.
Carol Evans was in favour of the idea if the committee was given the power to do what it was set up to do.
Peter Pritchett-Brown was generally in favour.

The Chairman made a **proposal**, seconded by Donald Cowling that the Property and Facilities Committee was formed in principle and the details worked out later. This was **agreed** with five votes for and two against. Dr. Subramanyam and Richard Vie voted against. It was **agreed** to defer the details of the committee to the next meeting.

8. Michelmersh & Timsbury Sports Club

8.1 Rent Payment Progress Update
It was **noted** that Andrew Gardner had attempted to convene a meeting between the Parish Council (PC) and Sports Club (SC). This had not yet been successful but it was **agreed** to write a letter of thanks to Mr. Gardner. PBu

It was understood that a defence by the SC to the PC claim had been submitted to the court. The PC would receive a copy along with an "allocation questionnaire". A PC meeting would be required when these documents were received.

9. Financial Matters

9.1 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.

9.2 Invoices for Payment
It was **agreed** to make the following payments:

ADT Fire & Security	£62.58

It was noted that this included a credit of £25 + VAT for a missed visit. The Clerk had established that the arrangement was for ADT to make two visits per year to check the systems in the pavilion. Contract documentation was still awaited.

P. Buist (salary & expenses)	£327.91
The Studio (Newsletter printing)	£185.40

9.3 Approval of Accounts for Year Ended 31 March 2004
The Summary Receipts and Payments Account for the Year ended 31 March 2004 and Supporting Notes to the Accounts circulated earlier to the members were **examined** and following a proposal from Peter Pritchett-Brown, seconded by Donald Cowling, they were **approved**. The Chairman and the Responsible Finance Officer then signed both the statements. The PC further **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. The Clerk and Chairman signed off section 2.

10. Recreation Ground

10.1 Playground Inspection

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

It was **noted** that the RoSPA report for 2004 had just been received and would be an agenda item for the next ordinary meeting of the PC. PBu

11. Highways & Environment

11.1 Light Pollution

The Vice-Chairman had spoken to the manager at the brickworks who had assured him that no changes to the external lighting had been made. It was agreed that the Vice-Chairman would ask if some form of shielding could be provided for the lights. It was also reported that the nettles along the footpath on the site would be cleared.

11.2 Brickworks Noise

It was noted that there was an ongoing dialogue between the brickworks and TVBC. The manager considered that the noise levels were now back down to the levels they were in David Hill’s day.

11.3 Waste Management at Casbrook Common

This item was taken after item 6.2. It was agreed to open the meeting for this item to allow Mr. Rolt to speak.

Andrew Rolt introduced himself as the Waste Facilities Officer for Hampshire CC. He explained that the problem at Casbrook was with organic waste producing leachate and gas. Hampshire were working to high standards in dealing with the landfill gas. Their work was monitored by TVBC Environmental Health. Hants CC had plans to make use of the gas to generate electricity, but Casbrook was a small site and not really attractive. Never the less they had gone to tender. Whatever the result of this was a more robust management system would result. A planning application was immanent. A strategy for after-use was being considered. This might include agriculture, social use, wild flower meadows etc. The PC confirmed that it had agreement with TVBC and Hants CC that the space would be available for the benefit of the parish. Mr. Rolt said that this was not currently visible on file. The Chairman requested that this matter should not be overlooked as the nearest public open space was some 8- 9 miles away at Farley.

In answer to questions, Mr. Rolt said that:

- Carbon dioxide & methane were main gasses from site.
- 300kw of power could be produced delivering 11,000 volts into local system.
- There was a need to get topsoil characteristics right to mimic situation of year ago.
- Methane escaping into the air was diluted by the atmosphere.
- Noise from electricity generation would not be a nuisance and after 60m noise almost disappears.

The Council thanked Mr. Rolt for his presentation.

12. Parish Plan

Some progress had been made. The playground may require action from the PC and this would be considered with the RoSPA report. It was **noted** that Mrs. Joanne Cole of 2, Mannygham Way had taken over responsibility for the bus shelter, but no action was visible. The PC was reminded that in addition to their own financial provision for a bus shelter, the Old Timsbury Hut Fund had offered a donation. The PC agreed to limit it’s financial provision to this financial year only. It was **agreed**

that the Clerk would write to Mrs. Cole with this information. PBu

13. Correspondence

13.1 Local Transport Review
It was **agreed** that the questionnaire would be completed by Dr. Glasspool. JG

13.2 Elderly Care
Dr. Glasspool had originally raised this as an issue. It was **agreed** that he should review the reply from Hants CC and say if he was satisfied. JG

13.3 Hampshire Village Initiative
The advice from HAPTC was **noted** and passed to the Parish Plans Group for any action.

13.4 Emergency Planning
A copy of the PCT Emergency Plan and a letter from Hants CC were **noted**. These were passed to Dr. Glasspool to consider if any further action was required. JG

13.5 Appointment of new Highway Engineer
The letter from Hants CC with the information that Paul Walsh took up duties on 1 June 2004 was **noted.**

13.6 Consultation on No Spray Buffer Zones
A letter from the Pesticides Safety Directorate was **noted**. It announced that no-spray buffer zones were not to be introduced but that new legal measures would be introduced requiring farmers to keep records of spraying and to make those records available. In addition a pilot study would be set up to explore means of notifying people living next to farms when spraying would take place.

13.7 Membership of SPISE
The Council had been asked if it wished to join SPISE (Sane Planning in Southern England). The Chairman explained that the organisation had been a useful source of information in the past. Peter Pritchett-Brown **proposed** and Donald Cowling seconded a proposal to subscribe at a cost of £30 for the year, to be reviewed in a year's time. This was **agreed**.

14. Risk Assessment Actions for March

14.1 Review of Standing Orders and Financial Regulations
The Chairman questioned if the procedure for talking to the press currently in the Councillors Code should be included Standing Orders. This would be considered at the next ordinary meeting. PBu

14.2 Quarterly Accounts Check
The Chairman had carried out the quarterly check and found all to be in order.

14.3 Quarterly Budget Check
The budget had been reviewed by the meeting under item 9.1.

15. Meetings Attended

15.1 TV Partnership
The Chairman and Carol Evans had attended. Good work had been done by the partnership, tough topics had been handled and success achieved in working with young people, with employment and in education.

15.2 Enforcement Training
Attended by Dr. Subramanyam, Carol Evans and the Chairman. This was an excellent event. It was learned that breaking planning control was not an offence and that after 4 years of established use without complaint mean that any private building was safe from enforcement.

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 Telephone Boxes
It was noted that BT was monitoring the use of 'phone boxes. The box at the top of New Road might be vulnerable to removal if it was not profitable. English Heritage was involved in an effort to keep it some time ago after the Bennett's intervention. It was considered an important safety feature. Donald Cowling would monitor this and report back on events. DC

17.2 Subscription to SPISE
Dr. Subramanyam considered that the Clerk had made an error in allowing the PC to agree to make a subscription to SPISE. The Clerk apologised if he had made an error, but suggested to Dr. Subramanyam that this point should have been made at the time the issue was discussed and that all on the PC have a responsibility to ensure that procedures are followed.

19. Dates of future meetings.

Parish Council – Wednesday 28 July 2004.
Parish Council – Wednesday 22 September 2004.

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

The meeting closed at 10.15 p.m.

Peter Buist
Parish Clerk
6 July 2004

Michelmersh & TimsburyParish Council - Financial Report
Actual Amounts are as at 31 May 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	484.69
Petty Cash + stationery + refs	200.00	
Election Costs [data ex TVBC]	0.00	
Insurance	2200.00	2233.51
Audit	600.00	
Pocket Park rent	10.00	
Bank charges	25.00	
Village Hall hire	250.00	34.86
Legal / Professional Fees	500.00	120.00
ADMINISTRATION		
Avoidable Costs		
SLCC/CPRE/HAPTC subs	200.00	
Newsletter	800.00	165.43
Web Hosting Fee		105.69
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**	**3174.18**

Current Financial Statement as at 31 05 04

Gold Account	19267.65
Current Account	3294.97
Petty Cash	2.93
Cheques written but not cashed	2616.74
Invoices awaiting payment	575.89
Funds available	19372.92

Invoices to be paid

ADT Fire & Security (Fire Alarm Mte)	62.58
P. Buist (Clerks Sal & Expns)	327.91
The Studio (Newsletter printing)	185.40
Total	575.89