MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 22nd January 2014 at 7.30 p.m. at the Jubilee Hall, Timsbury.

Present:
Parish Councillors: Chairman, Cllr. R. Davis, Cllr. D. Cowling, Cllr. B.Lucas, Cllr. P Clarke, Cllr. J. Rhodes, Cllr. H. Palmer, Parish Clerk, Katie Hardy

3 members of the public

1. Apologies
Cllr. Rory Fitzgerald, Cllr. Andrew Gibson, & Cllr. Tony Ward

2. Declarations of interest.

Cllr R Davis and Cllr. J. Rhodes declared an interest in any issues regarding the Sports Club.
Cllr D. Cowling and Cllr. P. Clarke declared an interest in any issues regarding the Jubilee Hall and a prejudicial interest in planning application 13/02593/FULLS.
Cllr. D. Cowling declared a prejudicial interest in any issues regarding the Brickworks.

3. Open Period

Governance
Parishioner, John Lawson informed the Parish Council that he will have a draft document for review for February's Parish Council meeting.

Sports Club
Additional Pitch
Sports Club Secretary, Robin Goodland informed the Parish Council that the Sports Club has not yet received a response from TVBC with regards to the additional pitch on Hunts Farm being leased to the Sports Club. Mr. Goodland requested that the Parish Council write formally to TVBC in support of the Sports Club's request. Mr. Goodland agreed to forward the relevant contact details to the Clerk.
Cllr. Bob Davis asked who would be funding the new pitch. Mr. Goodland stated that it was hoped that TVBC would pay 80% and the Club would have to fund the rest.
It was agreed that the Parish Council would formally write to TVBC in support of the additional pitch.

Flag Pole
Mr. Goodland stated that the Sports Club had agreed not to fund the repairs to the flag pole.
It was agreed that Cllr. Bob Davis and Cllr. Donald Cowling would repair the flag pole on behalf of the village. BD/ KH

Manhole Cover
Cllr. Bob Davis informed Mr. Goodland that the leaking manhole cover has now been replaced and added that he would replace the frame when the weather improves to make the cover water tight. Mr. Goodland thanked him for this. BD/ DC

Waltet Community Fund
Mr. Slade informed the meeting that the Waltet Community Fund is now available for applications. He stated that all employees had been made aware of the planning conditions and will subsequently be adhering to these conditions with regards to noise from the RFSF Salvidge recycling site, Bunny Lane. He added that the site has CCTV and any future complaint with regards to noise or vehicles being operated above the prescribed height would be reviewed and addressed by use of the CCTV footage.
Cllr. Helen Palmer asked what is the condition height. Cllr. Davis reviewed the documentation and informed the meeting that the limit is 4 metres above the existing ground level.
It was agreed that any future complaints would be taken directly to RFSF Salvidge in the first instance.

Open Period Closed

4. Confirmation of the Minutes of Parish Council Meeting held on 27th November 2013
Approved, however item 12 needs to be amended from 'not a flood area' to 'not a groundwater problem area'.

5. Clerk's Report
Recreation Ground Padlock
It was agreed that the Clerk request the padlock for the recreation ground gate from Cllr. Rory Fitzgerald.

Open Period Re-opened

Recreation Ground Car park
Cllr. Bob Davis asked Mr. Goodland if a 50m square area of reinforced surfacing/grass matting would eleviate the immediate problem on the recreation ground car parking area. Mr. Goodland said that it would.

Open Period Closed

It was agreed that the Clerk request a more detailed quotation from A&M Hardy for the resurfacing.
It was agreed that the Clerk request a quotation from A&M Hardy for re-laying the patio area outside the Sports Pavillion. KH
It was agreed that the Clerk submit 'New Project' applications for Section 106 Open Space/Informal Recreation funds for the above and for replacement ballustrades on the Sports Pavillion. KH

Village Benches
Cllr. Bob Davis informed that meeting that Mr. Les Nimin is to replace the broken bench at the bottom of New Road with the repaired bench. BD
It was agreed that Cllr. Davis instruct Mr. Nimin to remove and repair the broken bench currently at the bottom of New Road. The Parish Council agreed a budget of £200 for the repairs.

Pocket Park Fencing
Cllr. Bob Davis agreed to speak to Mr. Ed Pratt with regards to removing some branches currently stacked up along the outside of one side of the Copse. Cllr. Davis also agreed to speak to Mr. Pratt with regards to accss from Hunts Farm onto the recreation ground. BD

Financial Summary – Budget and Precept
The Parish Council reviewed the proposed budget and it was agreed. On the basis of the approved budget, the Parish council agreed to keep the precept at £15,500 for 2014/15. KH

Financial Summary – Invoices for Payment
The Parish Council agreed to pay St. Andrew's and St. Mary's Church a donation of £600 per church towards churchyard maintenance.
The Parish council agreed that it would not pay the £75 invoice from the Probation Trust, due to the fact that the Parish Council had incurred additional costs as a result of the mistakes made by the Pay Back Scheme team with regards to the fence repairs in the Copse. It was agreed that the Clerk would inform the Probation Trust accordingly. KH
The Parish Council agreed to pay the £14.44 for the man hole cover, purchased by Cllr. Bob Davis. This figure is to be added to the invoice of £60.00 on this month's Clerk's Report.

Recruitment Survey
No action

Acre Briefing BD
Cllr. Bob Davis requested any comments from Councillors and if necessary, he would compile a response.

6. Planning

Ridgemount, Haccups Lane

It was agreed that the Clerk would again contact the Planning Enforcement Officer to ask if a retrospective planning application has yet been received for the front garden wall structures erected at the property. KH

Cllr. Peter Clarke left the room, due to declaring a prejudicial interest in planning application 13/02593/FULLS

6.1 Applications

6.1a. 13/02593/FULLS

Proposal: Oak framed walk way
Site:Smallberry Hill, Haccups Lane, Michelmersh, Romsey
Decision: No objection

Cllr. Peter Clarke returned to the meeting

6.1 b. 14/00084/FULLS

Proposal:New pitched roof leading to an increase in roof height with dormer windows to provide 2no. Bedrooms and 2no.bathrooms to first floor
Site: Chalefont, Stockbridge Road, Kimbridge, Romsey

- This application was received today, so it will be reviewed during February's Parish Council meeting. KH
- It was agreed that the Clerk request a comments deadline extension until after the next scheduled PC meeting on 26th February

6.2 Determinations

See Clerk's Report
In addition....

13/01290/FULLS

Proposal: The erection of an extension, internal alterations and repairs to convert barn to an independent dwelling
Site: Stonymarsh Cottage, Romsey Road, Stonymarsh, Romsey
Decision: The planning application for the conversion of the barn (13/01290/FULLS) is to be considered at the next Southern Area Planning Committee on the 28th of January. However the associated listed building application (13/01291/LBWS) did not need to go to committee and has been granted.

Cllr. Donald Cowling left the meeting, after declaring a prejudicial interest in the Brickworks

6.3 Brickworks Scoping Survey

Cllr. Bob Davis and Cllr. John Rhodes are to attend a meeting with Mr. Martin Warner, Michelmersh Brickworks to discuss the Brickworks proposals. **It was agreed** that Cllr. Davis and Cllr. Rhodes would circulate minutes from this meeting to the Council and that an extra meeting of the Parish Council would be called if it is deemed necessary prior to the next scheduled meeting in February. Cllr. Davis is to inform the Clerk if an extra meeting is to be arranged. BD/JR

Cllr Donald Cowling returned to the meeting

7. Financial Matters.

7.1 Current Financial Situation.
See Clerk's report

7.2 Invoices for Payment.
See Clerk's report

8. General Correspondence

Public Open Spaces

The Parish Council has received correspondence from TVBC requesting an update on any Public Open Spaces project either on-going or proposed. **It was agreed** that the Clerk raise 'new project' applications for the village bench repairs, the recreation ground car park surfacing and pavilion patio, plus replacement ballustrades for the Sports pavilion. KH

Sports Club Improvement Plans

It was agreed that the Parish Council would formally write to TVBC in support of M&T Sports Club's plans to obtain a satisfactory leasing arrangement with TVBC with regards to pitch 7 on Hunts Farm recreation ground. BD/KH

9. Village Improvements

Millenium Sign

Open Period Re-opened

Mr. John Lawson suggested that the Millenium sign would be easier to maintain and more visible from the road if it was to be lowered by a few feet. Cllr. Davis agreed to speak with Mr. Peter Pritchett-Brown, parishioner who would be able to tell the Council how the sign was initially erected.

Open Perio d Closed

It was agreed that the Council would consider replacing the sign with something with a simpler design which is more visible from the road and easier to maintain. BD/KH

Footpaths & Highways

It was agreed that the Clerk would enquire as to when the repairs on Haccups Lane are to take place. KH

It was agreed that the Clerk enquire as to why there aren't any footpaths in Michelmersh & Timsbury featured on the HCC Footpath Clearance list.

12. Housing Needs Survey

It was agreed that the Parish Council would, in the future, review alternatives to pursuing a housing needs survey with TVBC, which potentially could lead to Hyde Housing constructing a number of affordable houses in the village. **It was agreed** that the issue of a housing needs survey be deferred for a period of six months whilst potential alternatives are sought.

It was agreed that a copy of a Section 106 Agreement for Affordable Housing be obtained by the Clerk and circulated to Councillors for review. KH

13. Meetings attended or to be attended

Cllr. John Rhodes is to attend the BKP Liason Meeting tomorrow.

Cllr. Bob Davis attend all four days of the Gypsy Site appeal. The outcome is expected within two months.

14. Chairman's Mandate

Agreed.

15. Agenda items for next month's meeting

16. Dates of future meetings

Parish Council meeting – February 26th 2014

The meeting closed at 9.45pm

Katie Hardy

Parish Clerk,

3rd February 2014

Michelmersh & Timsbury Parish Council
Clerk's Report to PC Meeting of 22nd January 2014

1. Section 106 Monies

11/00945/FULLS	15-Jun-11	Chetwynd Stockbridge Road Timsbury	Michelmersh	Kings Somborne and Michelmersh	Informal Recreation	Public Open Space	£5,105.41	13/07/2012				£5,105.41
11/00945/FULLS	15-Jun-11	Chetwynd Stockbridge Road Timsbury	Michelmersh	Kings Somborne and Michelmersh	Playspace	Public Open Space	£3,987.52	13/07/2012				£3,987.52
11/02876/FULLS	15-Feb-12	Mountain Ash Stockbridge Road Timsbury	Michelmersh	Kings Somborne and Michelmersh	Informal Recreation	Public Open Space	£1,750.93	31/05/2013				£1,750.93
11/02876/FULLS	15-Feb-12	Mountain Ash Stockbridge Road Timsbury	Michelmersh	Kings Somborne and Michelmersh	Playspace	Public Open Space	£1,367.54	31/05/2013				£1,367.54
11/02876/FULLS	15-Feb-12	Mountain Ash Stockbridge Road Timsbury	Michelmersh	Kings Somborne and Michelmersh	Romsey to Timsbury cycleway	Highways	£5,808.54	31/05/2013	£5,808.54	23/05/2013	HCC	£0.00
09/02626/FULLS	10-Feb-10	Heritage And Little Heritage Rudd Lane Upper Timsbury	Michelmersh	Kings Somborne and Michelmersh	Romsey to Timsbury cycleway	Highways	£1,980.00	10/02/2010	£1,980.00		HCC	£0.00
09/02626/FULLS	10-Feb-10	Heritage And Little Heritage Rudd Lane Upper Timsbury	Michelmersh	Kings Somborne and Michelmersh	Informal Recreation	Public Open Space	£500.77	10/02/2010				£500.77

The above spreadsheet identifies funding available for both playspace and informal recreation projects as a result of Section 106 contributions.

- **Recreation Ground Issues**

Ground Security

It has been suggested that the Parish Council purchase a padlock for the gate and also install something to prevent the gate from being lifted off its hinges.

Broken Drain

The Sports Club has reminded the Parish Council of it's request to replace a leaking drain cover on the recreation ground. There is also an additional drain cover which is situated within a broken flag stone – a potential trip hazard. Photographs to be shown at the meeting.

Car Parking matting

I have received three quotations for the recreation ground car parking re-surfacing:

K O PLANT GROUNDWORKS LTD
The Stoneyard
R/O 30 The Crescent
Eastleigh SO50 9BR
☎: 023 8061 4197
℻: 023 8061 3177
sales@koplantgroundworks.co.uk
www.koplantgroundworks.co.uk

Groundworks & Civil Engineering

Michelmersh & Timsbury Parish Council

22nd October 2013

Dear Nicky

Re: Jubilee Hall Parking.

Further to our meeting last week, please find our quote for the following;

- Establish & maintain site fencing, signing & guarding.
- Remove topsoil.
- Excavate to formation level and remove spoil from site.
- Remove tree stump.
- Reset manhole covers to suit new levels.
- Import hardcore sub base and lay upon a layer of geotextile.
- Install timber edgings to the perimeter.
- Install Aco Groundgaurd c/w seeded topsoil.

£18,395.00 + vat (approx £40.88/sqm)

Please find a link to Aco website; http://www.aco.co.uk/product_detail.php?id=1.

Should you require further information, please do not hesitate to call.

Yours sincerely

Ian Duncan

A&M Hardy Construction
68 Winchester Road
Whitchrch Hants
RG28 7HP Tel:
01256 517461 Mob:07974 574899
Email: steve@amhardyconstruction.com

Quotation

Our Reference: AM62-2014
Customer Name: Timsbury Parish Hall
Customer Address: Timsbury Parish Hall
Quotation Date: 14/01/2014

Item Number	Description Of Works	Price
1	***300m2 Whole Area*** Digging & leveling of existing car park and re-laid with new base & Interlocking grass parking Matting (Price is inclusive of materials, labour, plant, Muckaway and all making good)	£9,927.00
	Total Excluding VAT	£9,927.00
	VAT	£1,985.40
	Total Inclusive of VAT	£11,912.40

VAT will be added at the current rate but is subject to change
Dependant on stautory VAT rate prevailing at time of invoice

This Quotation is valid for six months. After this time a new quote would be required

A&M Hardy Construction
68 Winchester Road
Whitchrch Hants
RG28 7HP Tel:
01256 517461 Mob:07974 574899
Email: steve@amhardyconstruction.com

Quotation

Our Reference: AM63-2014
Customer Name: Timsbury Parish Hall
Customer Address: Timsbury Parish Hall
Quotation Date: 14/01/2014

Item Number	Description Of Works	Price
1	***50m2 Small Area*** Digging & leveling of existing car park and re-laid with new base & Interlocking grass parking Matting (Price is inclusive of materials, labour, plant, Muckaway and all making good)	£2,062.83
	Total Excluding VAT	£2,062.83
	VAT	£412.57
	Total Inclusive of VAT	£2,475.40

VAT will be added at the current rate but is subject to change
Dependant on stautory VAT rate prevailing at time of invoice

This Quotation is valid for six months. After this time a new quote would be required

TRUSK
CIVIL ENGINEERING
LIMITED
2 Endle Street, Chapel,
Southampton, Hampshire SO14 5FZ
t. 01329 832340
e. cayford.david@yahoo.co.uk

15th December 2013
Mrs Katie Hardy
Parish Clerk
Michelmersh Town Council
Romsey

Mt.parishclerk@btinternet.com

Tel 01794 367289

Re : Mannyngham Way , proposed parking

Thank you for the opportunity to tender for works at the above as detailed in our offer below…

Scope of works :

To provide new parking area serving playing fields .as your design.
Carpark dimensions 31000mm x 11000mm

Construction :

Reduce existing grass area to a firm formation
Roll and compact formation , place geotextile membrane .
150mm compacted type 1 granular fill.
50mm compacted grit
separating membrane
70mm x 500mm x 500mm SCS grass reinforcement running surface.
Grid filled with fertilised topsoil and sewn with grass seed.
Carpark area to have 150mm x 50mm PCC bullnosed edging to all edges.

Maintenance of grass seed by others.

Works area to be surrounded by Heras fence panels during works period.

We would offer to carry out the above works for the sum of 22,272.00 excl VAT

Payment terms : payment to be made seven days from the receipt of invoice which shall be issued once the works are completed.

We hope our offer is of interest and we look forward to your response.

Yours sincerely

David Cayford Mobile 07736 004706

3. Village Issues

Lengthsman Tasks
I have requested that the Lengthsman completes the wire fencing in the copse in January. It may be worth considering erecting a sign to explain what has been done, as the previous wire fencing (before it was secured) had been removed by someone in order to maintain access to the footpath which currently runs through Hunts Farm's private woodland.

I have also requested that the Lengthsman trim the top branches of the rowan tree outside 'Tanglewood', New Road as the branches are interfering with the telephone wires.

Clearing the village ditches along New Road, Hill View and Haccups Lane as best he can by hand will take place during February.

As a result of the annual play inspection and as agreed at November's PC meeting, I have instructed the Lengthsman to attend to the following tasks in February:

Replace missing bench slats and treat wood
Secure loose balance beam
Remove remaining staples on underside of wooden slats on large climber
Smooth off any sharp metal edges on large climber

I also note that the metal bench at the bottom of New Road is buckled.

Stiles
I have written to Manor Farm with regards to various stiles crossing its land being broken.

4. Determinations
13/01291/LBWS
Erection of an extension, internal alterations and repairs to convert barn to an independent dwelling
Stonymarsh Cottage, Romsey Road, Stonymarsh
Decision: Permission granted

13/02345/FULLS
Single storey rear extension to form pool house and gym, with frameless glass balcony to 1st floor bedroom to the rear -
Ridgemount , Haccups Lane, Michelmersh
Decision: Permission granted

13/02300/LBWS
Installation of a wood burning stove, including a flue pipe through a single storey pitched roof
Church House , Manor Lane, Timsbury
Decision: Refused

5. Monthly Financial Summary

Monthly Financial Report
20th November - 14th January

Invoices Paid and cleared		
The Studio	Newsletter printing	£183.24
K. Hardy	Salary & Expenses (Nov 2013)	£611.16
Jubilee Hall Management	Room hire	£133.00
5 Star Cleaning	Grass Cutting 09 & 10/2013	£216.00
	Total	**£1,143.40**
Income		
Lloyds TSB	Bank interest (Nov & Dec 2013)	£0.72
	Total	**£0.72**
Bank Balances		
Lloyds TSB	Current Account	£8,663.87
Lloyds TSB	30 Day Savings Account	£11,962.75
	Total	**£20,626.62**
Plus Uncleared funds		
Newsletter subscription		£48.00
	Total	**£48.00**
Minus invoices for payment		
K. Hardy	Salary & Expenses (Dec 2013, Jan 2014)	£740.00
B.Davis	Wire fencing	£60.00
Hampshire Probation Trust	One day labour charge	£75.00
CPRE	Annual membership fee	£29.00
St. Mary's Church	Churchyard maintanance grant	£600.00
St. Andrew's Church	Churchyard maintanance grant	£600.00
	Total	**£2,104.00**
Minus uncashed cheques		
n/a		**£0.00**
Minus alloted project funds		
n/a		**£0.00**
Actual Funds available as of		
14/01/14	Total	**£18,570.62**

6. Proposed Budget for 2014/15

Michelmersh & Timsbury Parish Council

INCOME	2012/13 Actual	2013/14 Budget	2013/14 Forecast	2014/15 Budget
Precept	6000	15500	15868.22	15500
Sports Facility Licence Fee	0.00	0	0	0
Jubilee Hall Rent	10	10	10	10
VAT Recovered	0.00	800	574.54	1000
Interest on Bank Account	7.5	10	3.24	5
Newsletter Sponsorship	432	500	506	500
Other	1588.24	0	572	500
Total	**8037.74**	**16820**	**17534**	**17515**
EXPENDITURE				
ADMINISTRATION				
Clerk's salary	4000	4000	4000	4000
Clerk's use home as office allowance	440	440	440	440
Clerk's expenses	65.92	250	236.27	250
Stationery, Printing + Refreshments	0	0	0	20
Election Costs	0	0	0	0
Insurance	930.46	950	939.72	1000
Audit	445	450	260	300
Pocket Park rent	15	15	15	15
Bank charges	0	0	0	0
Village Hall hire	90.48	200	321.1	350
Data Protection Fee	35	35	35	35
Legal / Professional Fees	4000	250	508.16	750
Subs – CPRE & HALC	287	300	294	300
Newsletter & Village Directory	1155.37	1250	910	1500
Web Hosting & Domain Registration	113	120	89.5	500
Training	0	100	80	250
PAVILION & RECREATION GROUND				
Ground Maintenance/fences	1050	1150	1050	1100
Pavilion Maintenance	422.12	250	0	0
Dog bin cleaning (TVBC)	156	200	360.5	250
CHILDREN'S PLAY AREA				
TVBC Playground (insp & repairs)	199.68	250	512.64	600
Annual play area inspection	78	80	65	70
ENVIRONMENT				
Grass/ tree cutting	900	1000	810	1500
GRANTS & DONATIONS				
Parish Plan	0	0	0	0
Donations & grants	600	500	725	1000
Community Garden	1020.83	100	300	0
Church grants	1200	1200	1200	1200
Village noticeboards, benches, phoneboxes	235.2	1000	202.29	1500
Village Playground	841	500	0	100
Recreation ground car park	0	2000	829	2500
VAT Paid	819.18	1000	692.55	1000
Total	**19099.24**	**17590**	**14875.73**	**20530**
Available reserves as of end of March	**£17,249.42**	**£16,479.42**	**£19,137.69**	**£16,122.69**

7. Recruitment Survey information

National Research Project on Recruitment to Parish and Town Councils – Early Notification

This note is sent to councils, whether members of the ALC or not. Please ensure your council considers it with some urgency, and respond appropriately.

The Hampshire ALC is leading a consortium of five CALCs and 10% of the parish and town council sector, together with University College London and the University of Southampton in working towards the biggest piece of parish council recruitment research ever undertaken. 2014 sees the pilot phase being undertaken and I am contacting you, as the Elections sections at your principal authority have indicated that you have elections in 2014.

This early warning then invites you to take part in the pilot to support your parish councillor recruitment for the 2014 elections, which will end up with 1000 councils being potentially involved across Hampshire, Hertfordshire, Leicestershire, Suffolk and Northamptonshire in 2015 – with the outcome of an independent national protocol on parish councillor being developed.

PLEASE NOTE THAT M&T WILL NOT TAKE PART UNTIL 2015