MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 2nd July (postponed from 23rd June) 2014 at 7.30 p.m. at the Jubilee Hall, Timsbury.

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

1. Apologies
Cllr. Ben Lucas and Cllr. Rory Fitzgerald

2. Declarations of interest.

Cllr. Donald Cowling declared a Code of Conduct Interest in planning application HCC/2014/0211 as he lives adjacent to School House Field.

3. Open Period

Police Update
PCSO Jo Cole informed the meeting that the crime rate is currently very low in the rural villages. In response to comments about vehicles being driven at excessive speeds, particularly on New Road and Rudd Lane, she would investigate the possibility of having speed-recording equipment being installed on these roads to assess the extent of the problem.

Defibrillator Update
Mr. Tim Ellison informed the meeting that he has now received the unit and has installed the storage unit on the back of the Jubilee Hall. Mr. Ellison has arranged for the electrician to wire up the unit and install a motion sensor light. BD

Open Period Closed

PSCO Jo Cole and Mr. Ellison left the meeting

4. Confirmation of the Minutes of Parish Council Meeting held on 28th May 2014
Approved.

5. Clerk's Report
Website
It was agreed that the Clerk instruct Mr. Deon Tucker to design a new website for the village as per his proposal 0569 dated 06/04/14. KH

6. Governance
6.1 Financial Regulations 2014 – It was agreed that the Clerk and Chairman would review the NALC template to produce a more concise document more appropriate to the Parish Council's function. This would replace the current Financial Regulations, when approved. KH/BD

6.2 Action List – Cllr. Bob Davis informed the meeting that he would compile an 'action list' of Governance-related improvements in time for review at the next meeting. BD

7. Financial Matters.

7.1a Current Financial Situation.

See Clerk's report

Approximate Section 106 Monies available = £5,500 for Playspace
= £5,500 for Informal Recreation

It was agreed that the Clerk request TVBC to give clarification on the types of project that might be funded under the 'Informal Recreation' heading in order for the Parish Council to compile a list of potential projects. KH

7.1b Invoices for Payment.

Agreed, plus the following invoices were also agreed:

M&T Sports Club – 1st and 2nd quarter maintenance fee	£600.00
The Landy Man – Re levelling pavilion paving	£353.24

7.2 Determinations (see Clerk's Report)

8. Planning

8.1 **14/01378/PDMBS**
Proposal: Notification for Prior Apporval under Class MB – Change of use of agricultural building to dwelling house
Site: Timsbury Manor, Manor Lane, Timsbury, Romsey
It was agreed that the Clerk request confirmation that the requirements to prove an agricultural use for the building have been met.

8.2 **14/01332/FULLS**
Proposal: Demolition of existing single storey side extension and replace with single storey side extension, and partial conversion of a garage block into two guest suites
Site: Michelmersh Court, Church Road, Michelmersh, Romsey
It was agreed that the Parish Council has no objections to this planning application.

8.3 **14/00973/ADVS**
Proposal: Non-illuminated directional sign board
Site: Unit 10, Manor Nursery, Stockbridge Road, Timsbury
It was agreed that the Parish Council has no objections to one sign being erected in this location, however if additional signs were to be added, the Council has concerns that this would cause a distraction to motorists.

(additional planning item) **14/01376/CLPS**
Proposal: Certificate of Lawful Proposed Use – Loft Conversion to existing bunglalow
Site: Mountain Ash, Stockbridge Road, Timsbury
It was agreed that the Parish Council objects to the proposal, as the first floor extension windows overlook the neighbouring property.

Cllr. Donald Cowling left the meeting

8.4 HCC/2014/0211 (TV111)
Proposal: Clay Extraction at School House Field and Hillside FieldSite: Michelmersh Brick & Tile Co. Ltd, Hill View Road, Michelmersh

The Clerk circulated copies of a parishioner's letter to the Parish Council regarding the Brickworks application.

Councillors discussed the views expressed by residents at the Public Meeting on 16 June. One unanimous view of that meeting had been that the proposed 'low-level' restoration would result in unacceptable permanent damage to the landscape.

It was agreed that Cllr. Bob Davis would circulate the mail he had sent to the Brickworks containing the questions arising from the Public Meeting. The Brickworks' response had already been circulated. (and is attached to the Minutes - Appendix A).

Cllr. Helen Palmer offered to produce sections showing the changes in landform resulting from the proposed excavation and restoration works, since the drawings and photomontages submitted with the planning application did not provide a useful representation of the change that would result. This could be included with the Council's submission to HCC. | HP

It was agreed that the Parish Council would continue to object to the application, with specific and that the submission to HCC would outline the safeguards (as discussed at the Public Meeting on 16 June)) that should be applied by way of conditions if planning permission is granted.

It was agreed that Cllr. Bob Davis would circulate a draft of the Parish Council's response for comment before the 11th July deadline. | BD

The question of the future use of School House Field, also a matter of discussion at the Public Meeting, was raised. **It was agreed** that this was not a matter that was relevant to the planning application but for later discussion with the brickworks if the clay extraction proceeds**.**

Cllr. Donald Cowling returned to the meeting

9. General Correspondence
M&T Sports Club – Copy of Insurance Policy received - No action
TVBC – MayFly Cottage – Appeal = No action
Victim Support - Donation Request = No action
Community Speedwatch – funding = No action

10. Village Improvements
Defibrillator – see above
Recreation improvements – see above
Website Design – see above

11. Meetings attended or to be attended
Cllr. Bob Davis attended the CPRE 'Solar Farms Planning' workshop on 12 June.
Cllr. Bob Davis attended the Local Action Group meeting at Romsey Police Station on 11 June

12. Chairman's Mandate
Agreed.

13. Agenda items for next month's meeting
None raised

14. Dates of future meetings
Parish Council meeting – July 23rd 2014

Meeting Closed 10.15pm

Katie Hardy

Parish Clerk,

8th July 2014

Michelmersh

Our Ref: MW/MAW

20th June 2014

Mr Robert Davis
Chairman
Michelmersh & Timsbury Parish Council
The Holt
Rudd Lane
Upper Timsbury
Romsey
Hampshire
SO51 0NU

Dear Bob

Thank you for your note. In answer to your questions:

1. Landfilling is not a realistic option since there would be an objection in principle from the Environment Agency due to the Groundwater Source Protection Zone. Any such proposal is also likely to raise highways issues since any material would need to be imported on local roads. The clay extraction will result in a quarry void. However the scheme has been designed to soften the final shape and to mitigate the visual impact by extensive landscape planting. We feel the photomontage illustrates this quite well.

2. You are correct that the extraction in Hillside Field will take place on a campaign basis for approximately 3-4 weeks each year in the summer. Soils stripping and restoration will also take place in the summer when ground conditions are suitable. We have not given exact timings since these are subject to ground and soil conditions at the time. However it is envisaged that soil stripping will be carried out in three or possibly four phases during the 15 year life of the site - ie once every 4 - 5 years. This would take 1 - 2 weeks. Restoration of the quarry banks will take place during the extraction period, but is a relatively minor operation. The main activity is the final restoration of the quarry floor and remaining faces at the end of working. Our best estimate is that this could take 3 - 4 weeks.

2. The sewer will not need to be moved until 2021. It is operated by Southern Water and we have been in contact with them. The details will be agreed closer to the time, but this is relatively small diversion to the perimeter of the site and should not result in any significant disruption.

3. The sequence of operations for Hillside Field is set out on Page 8 of the Planning Statement. For the advance tree planting works the existing field gate onto Haccups Lane will need to used (Stage 1). The start of quarrying operations is the formation of an internal access from the rear of the factory (Stage 2). This will be used for all quarrying operations including soil stripping and restoration. The re-routeing of the sewer is programmed for after the formation of the new access (Stage 4). However if this is brought forward for any reason the field gate would need to be used. The field gate will be retained as an agricultural access post restoration. I have copied the sequence of operations from the Planning Statement onto a single sheet of A4 and attach for ease of reference.

Cont ....

Michelmersh, Hillview Road, Michelmersh, Romsey, Hampshire SO51 0NN
Tel: +44 (0)1794 368506 Fax: +44 (0)1794 368845 michelmersh@mbhplc.co.uk www.mbhplc.co.uk

Dunton Michelmersh Charnwood Blockleys Taperell Taylor Hathern Terra Cotta Freshfield Lane

Michelmersh Brick UK Ltd, Registered Office: Freshfield Lane, Danehill, Haywards Heath, Sussex RH17 7HH Registered No. 2527552 (England & Wales)

4. The quarry margins have been drawn following a detailed survey of trees within the site to make sure they were adequately protected. We did speak to Mr & Mrs Nash from Kiln Cottage at the Exhibition, and afterwards Tim Barnett went to see the tree on their property on 15 April and took photographs. This was an Oak Tree approximately 4 metres within their property boundary. The working scheme provides a margin of 18 metres between the excavation area and the site boundary at this point. The distance from the Oak Tree is therefore about 22 metres. John Platts our landscape architect has assessed the impact on the Oak Tree. The maximum tree protection zone is 15 metres and this tree will therefore not be effected by the operations.

Yours sincerely

Martin Warner
Chief Executive

Stage 3: Extraction of Clay from Hillside Field (Years 5 – 20)

To ensure the continuity of clay supply the working of Hillside Field will need to overlap the operations in the existing quarry by approximately one year. It is therefore anticipated that quarrying operations would commence in 2021. Hillside Field contains the majority of the clay reserves, sufficient to supply the brickworks for an estimated 15 years.

The quarrying operations will be carried out in the following sequence following preliminary works:

1. Advance landscaping works including the management of existing trees/hedgerows and planting of south east boundary (to rear of houses in Hill View Road). The details can be dealt with through a planning condition.

2. An internal access will be cut through from the rear of the brickworks into the western boundary of the site. There will be no other access for quarry vehicles.

3. Extraction will commence in the south west of the site – the lowest lying area. Working will then progress annually and progressively towards the northern boundary. By working towards the Haccups Lane boundary there will be no views of the quarry face from houses fronting the Lane.

4. The sewer will be re-routed close to the northern boundary.

1. Topsoil and subsoil form the first phase of working, approximately one third of the site, will be stripped and stored in bunds on the northern boundary of the site. An archaeological 'watching brief' will be maintained.

5. Clay will then be extracted on an annual 'campaign' basis lasting 3 – 4 weeks each year, normally during the dry summer months and taken to the clay storage area at the rear of the brickworks. This is the existing practice using experienced contractors.

6. A temporary sump for surface water will be formed. Water will be pumped to the existing settlement ponds as necessary.

7. As soon as practicable the quarry face behind the working area will be graded and restored by seeding with grass and/or planting.

8. This annual sequence of extraction on a short campaign basis, grading and restoration will then continue.

9. Additional soil stockpiling is required during the second phase of working as shown on the phasing drawings. It is necessary to remove the soils stockpiled on the northern boundary to work the final clay reserves.

10. When extraction has been completed the quarry floor and remaining faces will be graded to form the final restoration levels. Topsoil and subsoil will be replaced from the remaining storage bunds. Drainage will be installed.

11. Final grass seeding and tree planting will be carried out in accordance with the Landscape Master Plan.
12. The five year aftercare programme will commence.

Michelmersh & Timsbury Parish Council

Clerk's Report to PC Meeting of 2nd July (postponed from 25th June) 2014

1. Recreation Ground Issues

Pavilion Patio

A&M Hardy Construction has now completed laying the grass matting on 50m2 of the recreation ground car parking area. Richard Wheeler (Lengthsman) has now removed the trip hazards and replace any broken slabs on the Pavilion patio.

I have now instructed him to carry out the balustrade work. I anticipate this work will be carried out in July.

Funding

I have submitted a grant to HCC in relation to the defibrillator purchase.

2. Lengthsman Tasks

The Lengthsman has also installed the gate between the recreation ground and Hunt's Farm woodland. Richard will continue to strim various footpaths in and around the village in July as they are getting very overgrown with brambles and nettles – especially the path running from opposite St. Mary's Church.

I have also requested he clear any foliage around speed limit signs on the village lanes and clean up as necessary.

3. Determinations

14/00598/FULLS

Erection of conservatory at rear

Oak Haven , Haccups Lane, Michelmersh

Decision: Permission granted

14/00945/FULLS

Erection of single and two storey rear extensions to provide kitchen and family room with bedroom above -

First Cottage, Mesh Road, Michelmersh

Decision: Permission granted

14/00389/FULLS

Erection of two storey side extension to provide kitchen, family area, utility and wc with 2 bedrooms and bathroom above -

Nursery House, Stockbridge Road, Timsbury

Decision: Withdrawn

4. Parish Matters

Letter to Local Businesses

Following the issue of speeding in the village by vans and commercial vehicles, it was suggested that the Parish Council write to the local businesses to ask for their co-operation in reducing the speed of large vehicles driving through the villages. I have now distributed the attached letter to local business. (Appendix A)

Defibrillator Installation

Mr. Ellison has now taken delivery of the defib. unit and storage box. The electrical installation now needs to be arranged. Mr. Ellison has informed me that the Ambulance Service felt that the rear of the Village Hall was the most suitable place for installation. This is also the favoured position with regards to the electrical hook up. A motion sensor light can be fitted to the rear of the hall for a small additional cost when the defib unit is installed.

Playground Safety

I have circulated the annual ROSPA play inspection to you all via email.

Website Quotations

Company	Features	Hosting	Estimate
Deon Designs	Content managed system	£80 per year	£1,225
Live Wire	Content managed system	first year free	£1800-2000
ApeRed	Content managed system	£120 per year	£1,800

5. Governance

New Financial Regulations Model

I have attached the new NALC Financial Regulations Model for discussion and potential adoption by the Parish Council. (Appendix B)

6. Monthly Financial Summary

Monthly Financial Report
25th May - 2nd July 2014

Invoices Paid and cleared		
K.Hardy	Salary & Expenses May 2014 (plus web domain)	£477.40
CPRE	Solar Farm planning course(Bob Davis)	£12.50
Barker & Geary	Recreation ground gate	£294.00
HALC & NALC	Renewal fee	£270.00
	Total	**£1,053.90**
Income		
Lloyds TSB	Bank interest May 2014	£0.37
Internet payment	Newsletter subscription	£24.00
	Total	**£24.37**
Bank Balances		
Lloyds TSB	Current Account	£16,188.42
Lloyds TSB	30 Day Savings Account	£8,666.04
	Total	**£24,854.46**
Plus Uncleared funds		
		£0.00

Minus invoices for payment		
K.Hardy	Salary & Expenses June 2014	£406.25
L.Ninnim	Bench repair	£189.00
NW Adams	Annual playground report	£114.30
A&M Hardy Construction	Car park matting installation	£2,475.40
The Studio	Newsletter printing	£183.24
	Total	**£3,368.19**
Minus uncashed cheques		
n/a		**£0.00**
Minus alloted project funds		
n/a		**£0.00**
Actual Funds available as of		
02/07/14	**Total**	**£21,486.27**

Additional payments approved:

The Landy Man – pavilion patio re-levelling	**£353.24**
M&T Sports Club - 1st & 2nd quarter maintenance fee	**£600.00**

Clerk's Report - Appendix A

MICHELMERSH and TIMSBURY PARISH COUNCIL

Clerk:
Mrs Katie Hardy, 1 Redlands Drive, Upper Timsbury, Romsey, Hants. SO51 0AG
Tel: 01794 367289 email: mtparishclerk@btinternet.com

Chairman:
Mr. Robert Davis, The Holt, Rudd Lane, Upper Timsbury, Romsey, Hants, SO51 0NU
Tel: 01794 368118

16th June 2014

Our Ref: KH153/jun2014

Dear Sir,

Village Road Safety

At our recent Annual Parish Meeting, the subject of speeding vehicles on village roads was raised by several parishioners. The main concerns are about commercial vehicles – especially delivery trucks, 'Transit'- type vans, and tractors - although some cars are also driving at excessive speeds. Many of the vehicles identified are associated with the various companies based in the village.

Some vehicles clearly exceed the 30 mph speed limit, and in some situations, especially for heavy vehicles, the 'safe' speed is considerably lower than 30 mph. The village lanes are narrow and there are no pavements; while this is part of the village's character, it means that vehicles are sharing the roads with pedestrians and horse riders.

Therefore we are sending this note to all the 'commercial' addresses in the village to ask you to remind your staff, and your regular contractors or delivery companies, about the need to drive slowly and to consider pedestrians and other road users.

We will also be reminding everybody in the village about the need to limit their speeds on our narrow roads, since we recognise that although complaints refer mainly to commercial traffic, some residents are amongst the 'offenders'.

Hampshire Police have offered their assistance in dealing with this problem. They will contact and warn any driver who is reported by a member of the public as being a consistent offender and they may carry out speed checks at busy times of the day. However, the Parish Council hopes that with your support this issue can be addressed effectively without the need for police intervention.

The Parish Council hopes that you will be able to assist in resolving this problem.

Yours sincerely,

Katie Hardy
Clerk to Michelmersh & Timsbury Parish Council