# MICHELMERSH & TIMSBURY PARISH COUNCIL

**Minutes of the Parish Council Meeting held on Wednesday 23rd July 2014 at 7.30 p.m. at the Jubilee Hall, Timsbury.**

**Present:**
Parish Councillors: Cllr. B. Davis, Cllr. D. Cowling, Cllr. P. Clarke, TVBC Cllr Tony Ward, HCC Cllr Andrew Gibson & Parish Clerk, Katie Hardy
PCSO Jo Cole
1 member of the public

**1. Apologies**
Cllr. Ben Lucas, Cllr. Rory Fitzgerald, Cllr. Helen Palmer, Cllr. John Rhodes

**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.
Cllr. Peter Clarke and Cllr. Donald Cowling declared a personal interest in matters relating to the Jubilee Hall, as they are members of the Jubilee Hall Committee.
Cllr. Bob Davis declared a personal interest in matters relating to the Sports Club as he is a member of the M&T Sports Club.

**3. Open Period**

Police Update
PCSO Jo Cole informed the meeting that the crime rate remains very low in the rural villages.
*PSCO Jo Cole left the meeting*
TVBC Cllr. Tony Ward
Cllr. Ward informed the meeting that the new Borough Local Plan is to go before Full Council later this week.
Cllr. Ward informed the meeting that he met with Robin Goodland, M&T Sports Club Secretary along with the Sports Club Chairman to discuss the hire arrangement between TVBC and the Sports Club for Pitch 7. C llr. Ward reported that TVBC wwere prepatred to offer the Club the priority use of the pitch, and would supply the Sports Club with a letter stipulating 'intent to stay' to support the Sports Club with any funding applications for improving the pitch.
Cllr. Ward asked if the Parish Council has made any decisions with regards to conducting a Housing Needs Survey. Cllr. Bob Davis informed Cllr. Ward that the Parish Council has not yet made any decision.

HCC Cllr. Andrew Gibson
Cllr. Gibson informed the meeting that he is to meet with the Highways Department with regards to outstanding road repairs. He will report back with any/all progress on local repairs.
Cllr. Gibson stated that he would continue to object to the Brickworks Planning Application in line with the Parish Council's objections.
The Clerk will email the Parish Council's response to both Cllr. Tony Ward and Cllr. Andrew Gibson.

*Cllr. Tony Ward and Cllr. Andrew Gibson left the meeting*

Parishioner, John Lawson

Mr. Lawson thanked Cllr. Bob Davis for all his efforts and attention to detail in composing the response to the Brickworks Planning Application, although he did not support the Parish Council's objection.

***Open Period Closed***

**4. Confirmation of the Minutes of Parish Council Meeting held on 2nd July 2014**

Approved.

**5. Clerk's Report**

M&T Sports Club Pavilion Repainting

**It was agreed** that the Clerk inform the Sports Club that the Parish Council gives permission for it to repaint the Sports Pavilion. The suggested product was a water-based opaque wood treatment. The balustrade replacement was in hand I it was proposed that the painting should be delayed until this was completed. KH

M&T Sports Club proposed Lease Amendments

**It was agreed** that Cllr. Bob Davis meet with Robin Goodland at the Pavilion to understand the proposals for relocating the gas cylinders or making alterations which meant that they were no longer required. BD

**It was agreed** that the Clerk write to the Sports Club to explain that the Parish Council would like to discuss the proposed amendments with Bells Solicitors and that any and all costs incurred in making the approved amendments would have to be met by the Sports Club. KH

**It was agreed** that Cllr. Bob Davis contact Bells Solicitors to discuss the proposed lease amendments outlined by the Sports Club. BD

**6. Governance**

6.1 Financial Regulations 2014 – **It was agreed** that Cllr. John Rhodes would review the amended 2014 draft version produced by the Clerk and produce a further draft version for consideration at September's Parish Council Meeting. JR

*Open Period Re-Opened*

Mr. Lawson mentioned that in his Governance document he highlighted the benefits of reviewing project spend and outcomes on high-expenditure goods and services. He suggested that this could be included in the updated Financial Regulations.

*Open Period Closed*

**7. Financial Matters.**

**7.1a** Current Financial Situation.

See Clerk's Report

**7.1b** Invoices for Payment.

Agreed, plus the following invoices were also agreed:

| | |
|---|---|
| Deon Designs – First instalment of Website design, plus first year's web hosting | £480 |
| Hampshire Ambulance Service – Provision of defibrillator | £1990 |

**7.2 Determinations** (see Clerk's Report)

**8. Planning**

**8.1** 14/01449/FULLS
Demolition of outbuildings and erection of wooden stable block, with all-weather riding surface and associated hard standing
Casbrook House, Casbrook Common, Braishfield, Romsey

Decision: No objections were raised

**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**

Decision: No further discussion took place

**9. General Correspondence**
**HCC Recycling Survey – It was agreed** that the Parish Council would distribute a flyer to residents outlining the HCC's household recycling survey currently being undertaken. The flyer will raise awareness that Bunny Lane Household Recycling Centre may come under threat of closure as part of budget cuts. BD

**10. Village Improvements**
10.1 Request for variation to Sports Club lease
See item 5

10.2 Defibrillator update
Cllr. Bob Davis informed the meeting that Mr. Tim Ellison has composed a press release and arranged training for the defibrillator unit for 11th August. **It was agreed** that Cllr. Davis review the press release and provide a photograph to accompany the article. BD

10.3 Lengthman's duties, condition of hedges
Cllr. Bob Davis stated that there are several hedges in the villages that are in need of trimming.
**It was agreed** that the Clerk send letters to the relevant residents to raise the issue.
**It was also agreed** that the Lengthsman trim around the post box in New Road. KH

10.4 2015 Parish Council Elections
**It was agreed** that the Clerk submit an article to the village newsletter to raise public awareness of the 2015 Parish Council Elections. KH

**11. Meetings attended or to be attended**
None

**12. Chairman's Mandate**
Agreed.

**13. Agenda items for next month's meeting**
2015 Parish Council Elections

**14. Dates of future meetings**
Parish Council meeting – 24th September 2014

Meeting Closed 8.45pm

*Katie Hardy*

Parish Clerk,

24th July 2014

# Michelmersh & Timsbury Parish Council

## Clerk's Report to PC Meeting of 23rd July 2014

## 1. Recreation Ground Issues

### Pavilion Painting

The Parish Council has received the following correspondence from the Sports Club with regards to a working party re-painting the pavilion:

Michelmersh & Timsbury Sports Club

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20th July, 2014

Dear Mrs. Hardy,

**The pavilion-exterior**:

The pavilion-shell was constructed of cedar-wood to reduce, if not obviate, the need for maintenance, and should by now be an attractive silver colour; but it was "painted" in the early 1990s, and has become somewhat tatty in appearance.

Parishioners have volunteered to help re-coat the exterior, and the Club would be happy to make up a Work Party from its members with the Council's permission to proceed.

Our difficulty is that we don't know what was used to coat the building in the 1990s, and so don't know what material would be best suited to re-coat cedar-wood, or whether it should be re-coated at all. If, therefore, the Council gives the go-ahead, we wondered if its records show what contractors used in the 1990s, failing which whether it prefers to specify the material or leave the choice to the Club.

Yours sincerely,
for Michelmersh & Timsbury Sports Club,

Robin Goodland,
Hon. Secretary.

## Lease Amendment

The Parish Council has received the following correspondence from the Sports Club with regards to a slight amendment to the lease:

Michelmersh & Timsbury Sports Club

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20th July, 2014

Dear Mrs. Hardy,

**The lease**:

Further to our letter of 11th July, and in response to your request that we provide suitable wording to vary the lease, should the Council agree to a variation, we suggest the following, included in a simple letter from the Council, not solicitors, would suffice:

"Michelmersh & Timsbury Parish Council agrees to amend clause 3(1)(a) of the lease expiring on 30th March 2037 between it and Michelmersh & Timsbury Sports Club to remove the requirement for insurance to include Riot & Civil Commotion so far as buildings cover is concerned."

We asked for War & Acts of Terrorism to be excluded also, because this risk is covered in the present policy; however, it transpires the risk is not listed in the lease.

If the Council agrees to this variation, we remind of the permission we require to run "cooker-cable" from the utilities-cupboard to the kitchen, to enable conversion from gas to electricity.

Yours sincerely,
for Michelmersh & Timsbury Sports Club,

Robin Goodland,
Hon. Secretary.

## 2. Determinations

**14/01037/FULLS**
Conversion of existing out building into single person residential unit in connection with existing care home -
Marika House, Romsey Road, Stonymarsh
Decision: Permission granted

**14/00718/FULLS**
Installation of Tennis court and 2.7m high fencing to east and west sides of tennis court
Mayfly Cottage, Manor Lane, Timsbury
Decision: New Appeal

## 3. Parish Matters

**Defibrillator Installation**
The electrical installation is now complete. A training date will now be arranged. An article has been written by Mr. Ellison which will appear in the Romsey Advertiser.

## 4. Governance

**New Financial Regulations Model**
I have circulated a draft to Councillors for further discussion at Wednesday's meeting.

## 5. Monthly Financial Summary

**Monthly Financial Report**
**2nd July - 23rd July 2014**

| | | |
|---|---|---|
| Invoices Paid and cleared | | |
| 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** |
| Income | | |
| Lloyds TSB | Bank interest June 2014 | £0.36 |
| | **Total** | **£0.36** |
| Bank Balances | | |
| Lloyds TSB | Current Account | £12,466.89 |
| Lloyds TSB | 30 Day Savings Account | £8,666.40 |
| | **Total** | **£21,133.29** |
| Plus Uncleared funds | | |
| Newsletter | Subscriptions | £57.00 |
| | **Total** | **£57.00** |
| Minus invoices for payment | | |
| Katie Hardy | July & August Salary and Expenses | £746.36 |
| Newman Electrics Ltd | Electrical work for defibrillator | £204.00 |
| | **Total** | **£950.36** |
| Minus uncashed cheques | | |
| n/a | | **£0.00** |
| Minus alloted project funds | | |
| n/a | | **£0.00** |
| Actual Funds available as of | | |
| 23/07/14 | **Total** | **£20,239.93** |