MICHELMERSH & TIMSBURY PARISH COUNCIL

A Meeting of the Parish Council will be held on
Wednesday 26th January 2022
at 7.30 p.m. at The Barns, Michelmersh

Members of the public and press are most welcome to attend.

AGENDA

Apologies
1. Attendees
2. Declarations of any Interest
3. Open Period
4. Confirmation of the Minutes from Parish Council Meeting 24th November 2021
5. Clerk's Report
6. Finance
6.1 Financial Summary
6.2 Invoices for Payment
6.3 Review of 2022/23 budget and precept agreement
7. Planning
7.1 21/02543/FULLS – Amended Application
Erection of two detached dwellings on vacant garden plot with existing access
The Hedges, Chapel Lane, Timsbury
7.2 21/03405/FULLS
Removal of storage container and kennels, construction of domestic double garage
Rear Of 1-5 Mesh Road, Mesh Road, Michelmersh, Romsey
7.3 21/03609/FULLS
Removal of existing conservatory and construction of single storey extension with canopy
The Barn House , Rudd Lane, Upper Timsbury, SO51 0NU
7.4 22/00121/FULLS
Alterations and single storey extension
Warblers Cottage, Chapel Lane, Timsbury, SO51 0NW
8. Correspondence
9. Village Issues
9.1 Playground maintenance and repairs
9.2 Neighbourhood Plan
9.3 Village Sign
9.4 Highways and footpaths
10. Governance
10.1 New Clerk Appointment
10.2 Community Governance Review of the Romsey area
11. Chairman's Mandate
12. Agenda items to be included in next month's Parish Council Meeting
13. Dates of future meetings - Parish Council Meeting 23rd February 2022

Katie Hardy, Parish Clerk Tel: 01794 367289 email: mtparishclerk@btinternet.com

20th January 2022

January 2022 Clerk's Report

1. Planning Decisions

21/01595/FULLS
Replacement annexe in rear garden -
Chalefont , Kimbridge Lane, Kimbridge
PERMISSION subject to conditions & notes

21/03228/TREES
T1 - Ash and T2 - Beech - Raise canopy to 4.2 metres, T3 - Beech - Raise canopy to 3.6 metres -
Corner Barns, Mesh Road, Michelmersh
NO OBJECTION refer to informatives

21/02101/FULLS
Construction of a motor control centre (MCC) kiosk and wellhead chamber kiosk -
Southampton Corporation Waterworks, New Road, Timsbury
PERMISSION subject to conditions & notes

21/02534/VARS
Removal of condition 5 of approved application TVS.01104/11 (Erection of one 4-bedroomed dwelling with office and detached double garage with store for use of agricultural worker) - to allow occupation by non-agricultural workers -
Choice Plants , Stockbridge Road, Timsbury
WITHDRAWN

21/02566/OBLS
Modification of Section 106 Legal Agreement dated 4th March 1994 to remove restriction on dwelling occupation -
Choice Plants, Stockbridge Road, Timsbury
WITHDRAWN

21/02934/CLES
Application for lawful development certificate for existing use of land for domestic purposes, including use as garden and for domestic storage, purely incidental to the residential use of Nos. 1 and 2 Waterworks Cottages - Land Of 1 And 2 Waterworks Cottages, New Road, Timsbury
ISSUE CERTIFICATE

21/02982/CLPS
Certificate of proposed lawful development for the installation of a swimming pool and associated plant room -
The Old Rectory, Rudd Lane, Upper Timsbury
ISSUE CERTIFICATE

21/03000/FULLS
Demolition of conservatory and construction of single-storey rear extension - Sunnymead, Stockbridge Road, Timsbury
PERMISSION subject to conditions & notes

21/02846/VARS
Variation of Condition 2 (Approved plans) of 21/02144/FULLS (Single storey rear extension, addition of rooflights, erect garden shed, and garage with EV charging point) substitute plans to allow for an additional dormer window -
Nesta , Hill View Road, Michelmersh
PERMISSION subject to conditions & notes

21/02847/FULLS
Demolition of existing garage and construction of two storey extension, detached double garage and external landscaping -
Lantern Cottage, Stockbridge Road, Timsbury
PERMISSION subject to conditions & notes

21/02904/FULLS
Alterations and single storey extension -
Warblers Cottage , Chapel Lane, Timsbury
WITHDRAWN

21/02905/LBWS
Alterations and single storey extension -
Warblers Cottage , Chapel Lane, Timsbury
WITHDRAWN

21/03051/AGNS
Agricultural prior notification for steel portal frame building incorporating 2 roller shutter doors finished externally with timber cladding to the walls and sheet steel cladding to the roof -
Michelmersh Court , Church Road, Michelmersh
Prior App Req and Refused

21/03056/FULLS
Two storey extension - The Haven, New Road, Timsbury
WITHDRAWN

21/02846/NMA1
Repositioning of proposed dormer (master en-suite) and proposed rooflights (master bedroom) - Amendment to Planning Permission 21/02846/VARS -
Nesta, Hill View Road, Michelmersh
APPROVAL of Non Material Amendment

21/03070/FULLS
Change of use of units B2, B3, B4 and B5 from warehousing and storage and distribution (Class B8) to a gymnasium (Class E(d)) - Part retrospective - Manor Nursery , Stockbridge Road, Timsbury
REFUSE

21/03341/FULLS
Demolish shed, erect detached garage and relocate oil tank -
Police House, Stockbridge Road, Timsbury
PERMISSION subject to conditions & notes

21/02278/RESS
Application for the approval of Reserved Matters (appearance, landscaping, layout and scale) to replace mobile home with dwelling, pursuant to outline planning permission 20/01078/OUTS -
Mobile Home, Cranford Farm, Rudd Lane
APPROVAL subject to conditions and notes

2. Village Issues

2.1 Speed Sign location
HCC Highways has agreed to move the speed sign post currently outside the village 30mph zone. The post will be relocated nearer to The Goat so that it is within the 30mph zone.

2.2 Lengthsman
Please let me have any Lengthsman tasks for February as soon as possible.

2.3 Playground Maintenance

I am awaiting a revised quotation for the previously itemised maintenance work from TVBC following our recent site meeting. TVBC has apologised for the delay in providing the revised quote but has confirmed it will be jet-washing the play equipment next week.
I am also awaiting a final response from Kompan regarding replacing a rotten timber post on one of the pieces of play equipment. There has been a change in After Sales personnel, so I'm hoping we will hear back shortly with an update.

*Please note that TBVC has confirmed that the rot does not currently pose a health and safety concern.

3. Correspondence

4. Finance

4.1 Financial Summary

Monthly Financial Report:21st November 2021 - 24th January 2022		
PAYMENTS		
Cleared Payments (date cleared)		
Katie Hardy	Salary - November 2021	£507.52
Steve Medley	Grass cutting inv75	£180.00
Old Michelmersh Farm Trust	Room hire	£40.00
M&T Sports Club	Annual grounds maintenance	£1,250.00
Katie Hardy	Salary - December 2021	£458.33
St Marys Church	Churchyard maintenance grant	£600.00
St Andrews Church	Churchyard maintenance grant	£600.00
CPRE	Annual subscription	£36.00
	Total	**£3,671.85**
Uncleared Payments		
Hursley Parish Council	Speed sign movements Dec 2020 - 27th March 2021	£300.00
	Total	**£300.00**
Payments to be made		
Katie Hardy	Salary - January 2022	£458.33
Bob Davis	The Studio - neighbourhood plan expenses	£325.00
Marcus Evans	Smart survey - neighbourhood plan expenses	£162.00
M&T Jubilee Hall	Room hire	£101.50
	Total	**£1,046.83**
Alloted project funds		
Village improvements	Noticeboards, benches etc.	£5,000.00
Replacement of Assets		£10,000.00
	Total	**£15,000.00**
INCOME		
TSB	December 2021 interest	£2.20
TSB	January 2022 interest	£2.27
GWUK	Neighbourhood Plan grant	£7,339.00
	Total	**£7,343.47**
Account Balances		
Lloyds TSB	30 Day Savings Account	£34,601.71
Lloyds TSB	Current Account	£8,901.62
	Total	**£43,503.33**
Actual Funds available as of 24th January 2022		**£27,156.50**

4.2 Draft Budget 2022-23

Michelmersh & Timsbury Parish Council

Budget 2022-2023

	2019/20		2020/21			2021/22		2022/23
INCOME								
	Budget	**Actual**	**Budget**	**Forecast**	**Actual**	**Budget**	**Forecast**	**Budget**
Precept	15500	15500	15500	15500	15500	15500	15550	15550
Jubilee Hall Rent	10	10	10	10	10	10	10	10
VAT Recovered	1000	462	2000	620	791	1000	1000	3000
Interest on Bank Account	25	88	60	60	56	40	25	25
Grants and donations (22/23: Locality - for NDP)	1500	0	0	500	500	5000	7300	10000
Total Income	**18035**	**16060**	**17570**	**16690**	**16857**	**21550**	**23885**	**28585**

	2019/20		2020/21			2021/22		2022/23
EXPENDITURE	**Budget**	**Actual**	**Budget**	**Forecast**	**Actual**	**Budget**	**Forecast**	**Budget**
Admin & Recurring expenditure								
Clerk's salary & home allowance	5500	5500	5500	5500	5500	5500	5500	5500
Admin expenses	550	52	400	120	121	200	180	200
Neighbourhood Plan						10000	8000	10000
Election Costs	2000	24	0	0	0	0	0	0
Insurance	720	717	750	731	731	750	746	750
Audit	250	205	210	210	210	250	215	220
Pocket Park rent	15	25	20	25	20	25	20	30
Bank charges	0	0	0	0	0	0	0	0
Meeting costs - room hire or (zoom)	200	196	200	120	-15	50	289	300
Data Protection Fee	37	35	35	35	35	35	35	35
Legal / Professional Fees	0	0	500	0	0	500	0	500
Subs – CPRE & HALC	360	381	500	359.24	613	400	426	500
Newsletter	120	47	120	0	0	50	0	50
Web Hosting & Domain & Design	250	138	200	131	131	150	263	150
Training	500	0	500	0	0	500	90	1000
Defibrilator maintenance	200	-96	100	0	0	100	0	100
Grounds Maintenance contract	1200	1250	1250	1250	1250	1250	1250	1300
Speed Sign running costs					0	1500	300	1200
Total Admin & recurring expenditure	**11902**	**8474**	**10285**	**8481**	**8596**	**21260**	**17314**	**21835**
Maintenance/Improvement of Assets/Environment								
Ground repairs eg. Fences, gates etc	1000	0	200	0	0	200	0	200
Pocket Park Maintenance	515	0	500	0	0	500	0	500
Dog bin cleaning (TVBC)	210	210	210	600	1211	600	600	600
TVBC Playground (insp & repairs)	300	101	350	1050	1054	500	1500	1500
Grass/ tree cutting & planting	1000	1024	2000	1977	1977	1500	2650	1500
Improvement & repair - Community Garden	100	0	500	0	0	500	0	500
Improvement & repair - Jubilee Hall grounds	100	796	500	0	0	500	0	500
Improvements - Recreation ground	2000	942	500	0	0	500	0	500
Improvements - general village	4000	94	3000	272	272	3000	0	1000
Notice Boards	1030	0	600	0	0	600	0	600
Village Sign				0	0	2500	0	2500
Total - Maintenance/Improvements	**10255**	**3167**	**8360**	**3899**	**4514**	**10900**	**4750**	**9900**
Grants and donations								
Miscellaneous	1030	100	500	100	100	500	0	500
Churchyard grants	1236	1200	1200	1200	1200	1200	1200	1200
Total - grants and donations	**2266**	**1300**	**1700**	**1300**	**1300**	**1700**	**1200**	**1700**
VAT Paid	**1700**	**636**	**2500**	**622**	**791**	**1000**	**1000**	**3000**
Total expenditure	**26123**	**13577**	**22845**	**14302**	**15201**	**34860**	**24264**	**36435**

	2019/20		2020/21			2021/22		2022/23
	Budget	**Actual**	**Budget**	**Forecast**	**Actual**	**Budget**	**Forecast**	**Budget**

Funds available	**£**
Balance at 1 April 2021	30384
Projected income 21/22	23885
Projected expenditure 21/22	24264
Projected Balance at 1st April 2022	30006
Projected income 22/23	28585
Projected expenditure 22/23	36435
Projected balance at 1st April 2023	**22156**

Michelmersh & Timsbury Parish Council Minutes from 26th January 2022

Apologies: Sharman Ferguson, Steve Langford, Helen Palmer

1.Attendees
Cllrs Bob Davis (Chairman), Donald Cowling, Peter Clarke, John Rhodes, TVBC Cllr Nick Adams-King and four members of the public

2.Declarations of any Interest
None declared

3. Open Period
Clarissa Smith – Treasurer at St. Andrew's Church, Timsbury
Informed the meeting of future events being organised by St. Andrew's Church:
2nd& 3rd July - Platinum Jubilee Flower Festival
23rd July - Heritage Day

Roger Savage 22/00121/FULLS – informed the meeting that the Warbler's Cottage application has slight amendments. Mr Savage is hoping that the Parish Council would strongly support the application, as the Parish Council has previously no objected to the application.
Cllr Nick Adams-King stated that he would speak in support of the application should it be refused by TVBC
Cllr Bob Davis also stated that he would also speak in support of the application at Committee if this is what is agreed by the Parish Council.

Cllr Nick Adams-King

- Ace Liftaway – application for Wash Plant – recommended for approval (HCC)
- Local Plan consultation is coming soon
- Per annum Council tax increase 2022-23: HCC +1.99%, TVBC +£5 (approx. 2%), Police & Crime +10%
- Speed signs – grants may be available to Parish Councils in 2022-3 for additional measures to control speeding. Cllr Adams-King would arrange a Teams meeting with parishes to discuss Speed Watch schemes.
- TVBC Grants available for Jubilee tree planting
- MAC – Police have spoken regarding the speeding of their lorries and the planning application is still pending

Open Period Closed

4.Confirmation of the Minutes from Parish Council Meeting 24th November 2021
Approved

5.Clerk's Report

The following Planning Applications have since been decided:
19/01253/FULLS
Erection of dwelling and outbuilding -
Burwood, New Road, Timsbury
PERMISSION subject to conditions & notes

21/03469/CLPS
Application for a lawful development certificate for - Erection of single storey extensions, replacement windows and external doors, replacement roof covering with PV panels and replacement timber cladding and new chimney -
Pinewood House, Stockbridge Road, Timsbury
NOT ISSUE CERTIFICATE

21/03524/FULLS
Two storey extension to create bedroom over garage -
The Haven , New Road, Timsbury
PERMISSION subject to conditions & notes

21/03609/FULLS
Removal of existing conservatory and construction of single storey extension with canopy -
The Barn House , Rudd Lane, Upper Timsbury
PERMISSION subject to conditions & notes

6. Finance
6.1 Financial Summary - reviewed
6.2 Invoices for Payment – agreed
6.3 The budget was reviewed and agreed. It was also agreed that the precept remain at £15,500 per annum.

7. Planning
7.1 21/02543/FULLS – Amended Application
Erection of two detached dwellings on vacant garden plot with existing access
The Hedges, Chapel Lane, Timsbury
Decision: The Parish Council agreed to continue to object on the same grounds as previously stated. The PC asked NAK to call the application to the SAPC. It was also agreed that Bob Davis would speak in objection at the SAPC on behalf of the Parish Council.

Cllr. Nick Adams-King left the meeting

7.2 21/03405/FULLS
Removal of storage container and kennels, construction of domestic double garage
Rear Of 1-5 Mesh Road, Mesh Road, Michelmersh, Romsey
Decision: No objection, but TVBC would be asked to take into consideration any comments made by neighbours.

7.3 21/03609/FULLS
Removal of existing conservatory and construction of single storey extension with canopy
The Barn House, Rudd Lane, Upper Timsbury, SO51 0NU
Decision: *Application already approved by TVBC planning.

7.4 22/00121/FULLS
Alterations and single storey extension
Warblers Cottage, Chapel Lane, Timsbury, SO51 0NW
Decision: Following a brief discussion where the main changes from the previously refused application (to which the Council did not object) were highlighted, the Parish Council agreed not to object to the amended application. The Parish Council did not wish to actively support the application at this stage since it was only the Council's practice to support applications in very specific circumstances. However, should the application be recommended for refusal by TVBC, the Council would request that it be called-in to the Southern Atea Planning Committee and (subject to future agreement) would speak in support, based on the reasons for recording 'no objection'.

8. Correspondence
8.1 It was noted that St. Andrews Church had sent a note of thanks to the Parish Council for the £600 Churchyard maintenance grant.

8.2 In response to a query to HALC (following a request from an applicant for the post of Parish Clerk) the following guidance was received:

Dear Katie,

There is no legal requirement for the council to use the Clerk's address as the council address if the council does not have it's own office and the Clerk is home based.

HALC would suggest though that the council consider a PO Box address for the council, as this way the Clerk's address remains private and the council do not have to amend records should the clerk leave and be replaced.
Bear in mind though if the new clerk takes over lives in another postcode area, a new PO Box address will need to be purchased, as they can't be used in a different postcode areas, so it might be worth using an address such as the village hall, or the place of council meetings. The PO Box address would then be parish based and would not require amendment with change of clerk.

If the council decide to use the Chairman's address, then it should be recorded that the chairman is not entitled to open post on the council's behalf.

Kind regards,

Amy Taylor
Member Services Officer

The Parish Council agreed that it would be prepared to adopt a PO Box should a successful Parish Clerk applicant request it. KH

8.3 The following application has been submitted (although notified after the publication of the agenda for this meeting)**:**
22/00154/FULLS
Change of use to tourism and the siting of two shepherd huts comprising one unit of tourist accommodation (Retrospective)
Land At Michelmersh Manor Farm, Manor Farm Lane, Michelmersh, Romsey

- The Parish Council acknowledged the application – no further comments

9. Village Issues
9.1 Playground maintenance and repairs
Kompan has confirmed that the pieces of equipment in need of repair are no longer part of their range. Therefore, Kompan has offered to have an on-site meeting to discuss possible alternatives. BD/KH
The Parish Council agreed to have onsite meeting to discuss options.

9.3 Neighbourhood Plan Update:
The Steering Group had continued with regular meetings. The Survey Questionnaire had been circulated and a high return rate (about 47%) achieved. The results were being analysed. The Steering Group had agreed that a planning consultant should be appointed to guide the project and to carry out specific surveys and assessments.
The Council (via the Chairman) had obtained a proposal and quotation from the recommended planning consultant for £6898 plus VAT, to be covered by a grant provided by LocalityUK BD
It was agreed that Cllr Bob Davis accept this quotation on behalf of the Parish Council. Any part of the grant not spent by 31 March 2022 would have to be repaid and another grant application made for 2022-23.

9.3 Village Sign
There was some discussion about the existing village sign, and the need for a replacement. A 'like-for-like' replacement was likely to be prohibitively expensive because of the complexity of the design – outline quotes were in the region of £4000. A simpler sign would be an option.

Open Period Reopened
Roger Savage volunteered to try to locate a local artist who might assist with a replacement village sign. The Council thanked Mr Savage for this offer and asked him to do this.
Open Period Closed

9.4 Highways and Footpaths
The Clerk informed the meeting that Michelmersh Manor Farm has confirmed that all the stiles/kissing gates originally agreed with Rights of Way have been delivered, however they would like to request five more as there are a number of old stiles still in need of replacement. KH
The PC agreed to ask Rights of Way for additional stiles to be issued.

10. Governance
10.1 New Clerk Appointment
The Clerk informed the meeting that there had been two applications for the role so far although some time remained before the closing date (11 February). Action: BD to circulate possible interview dates. It was agreed that the interviews would be carried out by Peter Clarke and Bob Davis and that Steve Langford would also be asked to participate. BD

10.2 Community Governance Review of the Romsey Area
It was agreed that no comments be submitted at this time.

11. Chairman's Mandate
Agreed

12. Agenda items to be included in next month's Parish Council Meeting

13. Dates of future meetings - Parish Council Meeting 23rd February 2022
Attended meetings – Cllr Bob Davis attended the Waltet Liaison Meeting

Meeting Closed 9pm