MICHELMERSH & TIMSBURY PARISH COUNCIL

A Meeting of the Parish Council will be held on
Wednesday 28th February 2024
at 7pm at The Jubilee Hall, Timsbury.

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

AGENDA

1. Present Councillors:
In Attendance:
Apologies Received:

2. Declarations of any Interest
3. Open Period
4. Confirmation of the Minutes from Parish Council Meeting 25th January 2024
5. Clerk's Report – to be acknowledged

6. Finance
6.1 **Financial Summary -** to be agreed
6.2 **Invoices for Payment -** to be agreed
6.3 **Playground Inspection quotation** – to be considered
6.4 **Dog bin quotation** – to be considered
6.5 **BUDGET 2024-25** – Review and accept final budget
6.6 **Honorarium to be agreed** – Speedsign N. Stote
6.7 **Honorarium to be agreed** – Village Sign S. Winder
6.8 **Clerk salary and Contract of Employment –** to be agreed

7. Planning
7.1

APPLICATION NO:	**24/00316/TREES**
PROPOSAL:	T0015 - Silver Maple - Reduce limb by up to 2m, thin crown by up to 20% and remove deadwood, T1 - Ornamental Cherry - Clean crown, remove deadwood, crossing and diseased branches, T0004 - Common Beech - Remove deadwood, lift crown by up to 2m, reduce growth over tennis court by up to 1.5m, T2 - Oak - Remove diseased stub, epicormic growth and deadwood, T5 - Norway Maple - Prune 5 stubs on stem and remove deadwood
LOCATION:	Michelmersh House, Haccups Lane, Michelmersh
APPLICANT:	Mr Neil Adlam

7.2

APPLICATION NUMBER:	**24/00294/FULLS**
PROPOSAL:	Erection of single storey garage
SITE:	Ohana Hollow, Chapel Lane, Timsbury, Romsey
APPLICANT:	Mr Andrew Smith And Mrs Rebecca Roe-Smith

7.3 Street Trading Renewal Pizza Hut Co – to be agreed

8. Village Issues:
8.1 **Lengthsman –** any new work to be agreed.
8.2 **Village Sign** – agree next steps
8.3 **Jubilee Hall/Garden** – agree next steps
8.4 **Haccups Lanes Speed** – discuss/agree potential requests for review

9. Correspondence – see Clerk's Report

10. Consultations
10.1 **Local Plan 2040** – agree any response
10.2 **Future Services 2024 –** agree any response

11. Governance
11.1 **Auditor:** Proposal E. Greene as New Auditor – to be agreed.

12. Meetings attended / to be attended
12.1 **Bob Davis attended TVBC (O. Carine re: Section 106 funds) –**

13. Chairman's Mandate

14. Agenda items to be included in next Parish Council Meeting:

15. Dates of next meeting – Wednesday 27th March 2024

Tracy Sansome, Parish Clerk Tel: 07496450004 email: parishclerkmt@gmail.com
February 2024

Clerk's Report – February 2024

1. Planning Decisions

1.1 MICHELMERSH AND TIMSBURY 23/02920/TREES 14.11.2023
T1 - Cercis Siliquatum - Remove lower branch over drive-way.
T2 - Magnoila Grandiflora - Reduce extended branches by 1.5m.
T3 - Aesculus Baumannii - Crown raise by 1m, cut back branches on east side by 2m.
T4 - Fraxinus Pendula - (Dead) Reduce back to trunk.
T5 - Morus - Lift crown by 1.5m, reduce south-west side by 2m. -
Church Corner House, Haccups Lane, Michelmersh
NO OBJECTION 15.01.2024

1.2 MICHELMERSH AND TIMSBURY 23/03099/FULLS 04.12.2023
Change of use of land to equestrian and erection of stables -
Field Adjacent Herons Mead, Manor Lane, Timsbury
PERMISSION subject to conditions & notes 26.01.2024

1.3 MICHELMERSH AND TIMSBURY 23/02977/TPOS 21.11.2023
Goat Willow - Prune to old pollard points -
Tree Tops, Hill View Road, Michelmersh
CONSENT subject to conditions and notes 31.01.2024

1.4 MICHELMERSH AND TIMSBURY 23/01459/OBLS 06.06.2023
Discharge Section 106 Legal Agreement dated 4th March 1994 to remove restriction on dwelling occupation -
Choice Plants Garden Centre, Stockbridge Road, Timsbury
DISCHARGE Planning Obligation 08.02.2024

2. Correspondence:

2.1.1 John Glasspool – Has the council looked at plans for the outside toilet?

2.1.2 *Dear Tracy,I am just writing with regard to two matters.*

Firstly, as there is little business to transact we have unanimously agreed to ask the Charity Commission to accept an alteration to our constitution so that we only need to have one meeting a year. (It's currently two but that has never happened I believe!)
Secondly, we rarely have requests for grants but we wanted to make you aware of our existence in case we can be of use; perhaps in a pump-priming fashion for larger projects, or as a source of income for smaller ones. The constitution states that the project has to be "for the benefit of the people of the parish of Timsbury, for the purpose of recreation", but it doesn't have to be exclusive. For example, a long time ago we paid for a slide on the recreation ground. We knew that it would be used by other children, but we were happy with that as it would be there for Timsbury children too, and was sited in Timsbury.
To give councillors an idea of our fund (which isn't big) our capital is at the moment c £12,600 and we have £1500 on deposit. Our income, having for legal reasons to be in a low-risk portfolio with CCLA, gives us an annual income of around £300 or so, which isn't much, but if we then don't make a grant for a few years, it mounts up.
We don't want to dissolve the charity at the moment, all the time it has a useful, if limited, function.

Yours
John Glasspool

2.2 Report of Obstruction

Web Reference No: 240184331
Internal Reference No: 44492
Parish: Michelmersh and Timsbury CP
Path No: 158/2/1
Problem Type: Obstruction
Problem Sub Type: Obstruction/Tree_Fallen
This report has been resolved to our satisfaction and has now been closed. Tree removed. Thank you for taking the time to contact us regarding this issue.

2.3 Playground Insp Report

PLAYGROUND INSPECTION SHEET

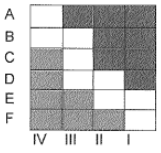
SITE: **MICHELMERSH & TIMSBURY** DATE 25.1.24

INSPECTED BY PHIL MOORE SIGNATURE

TIME INSPECTION STARTED 09.30 TIME INSPECTION FINISHED 10.00

KEY

Red Risks – Require immediate attention
– Review & moderate risk mitigation action - 21 days
Green Risks – No further action & monitor at 6 monthly intervals



Likelihood:
A Very high
B High
C Significant
D Low
E Very low
F Almost impossible

Impact:
I Catastrophic
II Critical
III Marginal
IV Negligible

ITEM OF EQUIPMENT Enter a tick against items that pass inspection and a cross against items that fail. Faults that are rectified are classed as having passed	MOUNTING	FRAME	STEPS/RAILS	SHUTE	SEATS	CHAINS/ROPES	SHACKLES	BOLTS	BEARINGS	PIVOT	PAINTWORK	RUBBER BASE	BARK BASE	GRAFFITI	GREASED	SELF CLOSING	BINS EMPTY	LITTER PICK	VANDALISM	ACTION REPORT immobilisation, removal or failure	RISK	ACTION
Flat Seat Swings	✓	✓			✓	✓	✓				✓	✗		✓				✓	✓	MOSS	D.IV	
Cradle Seat Swings	✓	✓			✓	✓	✓				✓	✗		✓				✓	✓	"	"	
Bank Slide	✓	✓		✓				✓				✓		✓				✓	✓			
Lookout tower	✓	✓	✓			✓		✓			✓	✓		✓				✓	✓			
Savannah multi-play & Slide	✓	✓	✓	✓		✓	✓	✓			✓	✓		✓				✓	✓			
Basket Swing	✓	✓			✓	✓	✓	✓				✓		✓				✓	✓			
Forest Giraffe	✓	✓			✓	✓	✓	✓				✓		✓				✓	✓			
Trampoline	✓	✓						✓				✓		✓				✓	✓			
Mini Spinning Dish	✓	✓			✓			✓	✓					✓				✓	✓			
Balance Beam	✓	✓						✓				✓		✓				✓	✓			
BIN	✓	✓						✓						✓				✓	✓			
SEAT	✓	✓			✓			✓			✓			✓				✓	✓			
SIGN	✓	✓						✓			✓			✓				✓	✓			
FENCE/GATES																						

COMMENTS PARTS TO BE ORDERED

2.4 Sports Club Pavillion

Letter sent to SC.

Dear Robin

Thank you for your email of 8 February, which refers to the Club's letter of 16 November 2023. I can sum up the Council's agreed position as follows:As previously advised, the Council considers that the form of extension proposed by the Club, including the construction of a number of small rooms with access through external doors on the rear of the pavilion, may meet the 'on-paper' requirements of the football section of the Club but it may not be the best approach to gaining the additional accommodation. One factor the Council must take into account is that there can be no certainty that the Club will continue to operate in its present form in the future: the pavilion is a Council asset and should be suitable for a range of community uses. Therefore, any major changes to it should incorporate some degree of flexibility (in design and construction) to allow for a range of potential future uses. Therefore, the Council is not prepared to agree to an extension to the Clubhouse, on the scale suggested by the Club, unless an architect, architectural technician or similarly qualified person is involved in the design. The designer would require specific information on the Club's requirements, in terms of numbers of separate rooms, their layout, dimensions etc. (presumably in line with the Hampshire FA's recommended standards). The design should take into consideration the need to allow for potential future changes of use, as well as other factors such as appearance and security, and a cost estimate should be generated. If a significant grant is to be obtained to fund extensions and modifications, it is essential that a robust design, suitable for current and potential future needs, is adopted. As previously discussed, a new

building might be a better long-term option. The Council has no view about where any new pavilion might be located. At this stage, extending the existing building is clearly the first option to be considered. The Council is seeking quotations for carrying out a structural survey of the pavilion to provide guidance on the likely future life of the existing structure. This will enable a judgement to be made on whether it is economically viable to commit to significant expenditure on extending the existing building. However, commissioning this survey (or identifying potential sources of grant funding) is dependent on the Club the adopting the design approach outlined above.
I hope this makes the Council's position clear.
Regards
Bob Davis
Chairman, Michelmersh and Timsbury Parish Council

3.Finance

3.1 CIL Monies received from TVBC
£17259.86 February 2024

Michelmersh and Timsbury Parish Council

Minutes of The Parish Council Meeting
Wednesday 28th February 2024 - 7pm at The Jubilee Hall, Timsbury.

1. Present Councillors:
Bob Davis (Chairman), Steve Langford, John Rhodes, Steve Carley, Nick Bone.

In Attendance:
Tracy Sansome (Clerk), Cllr Nick Adams-King, 1 member of the public.

Apologies received:
Cllr Helen Palmer.

2. Declarations of Interest
None Declared

3. Open Period (Standing Orders suspended)
Cllr Nick Adams-King clarified arrangements for purchasing 50% ownership of the new Speed sign from Awbridge parish council. M&T confirmed that we would be paying the agreed £1500 this month.
He then explained that Hampshire County Council are needing to cut budgets for some County Council services to reduce the projected 24-25 budget deficit.
The cost of adult social care, school transport, and children's social care have skyrocketed, hence restricting the budget affordability. The Council had published a consultation document that asked for residents' views on the scale and impact of the proposed savings in 13 different service areas. He encouraged the Parish Council (and individuals) to respond to the consultation.

4. Confirmation of Minutes
The minutes from the previous meeting (January 24th 2024) were approved and were signed by Cllr Bob Davis.

5. Clerk's Report
This was acknowledged.

6. Finance
6.1 **Financial Summary** – this was approved and agreed.
6.2 **Invoices for Payments** – were approved and agreed.
6.3 **Playground Inspection Quote** (TVBC) – accepted.
6.4 **Dog Bin Quote** (TVBC) - accepted.
6.5 **Budget** – Final budget was accepted after further amendments.
6.6 **Honorarium (Speedsign maintenance)** for N. Stote – to be agreed at next meeting.
6.7 **Honorarium (Village Sign Designs). It was agreed to** make a payment (non-honorarium) of £1250 on receipt of an invoice.

6.8 **Clerk Salary and Contract of Employment**

The Clerk left the meeting during discussions. The Council agreed to increase the Clerk's salary to £6500 per annum from 1 April 2024. This was accepted with thanks by the Clerk.

7. Planning

7.1

APPLICATION NO:	**24/00316/TREES**
PROPOSAL:	T0015 - Silver Maple - Reduce limb by up to 2m, thin crown by up to 20% and remove deadwood, T1 - Ornamental Cherry - Clean crown, remove deadwood, crossing and diseased branches, T0004 - Common Beech - Remove deadwood, lift crown by up to 2m, reduce growth over tennis court by up to 1.5m, T2 - Oak - Remove diseased stub, epicormic growth and deadwood, T5 - Norway Maple - Prune 5 stubs on stem and remove deadwood
LOCATION:	Michelmersh House, Haccups Lane, Michelmersh
APPLICANT:	Mr Neil Adlam
	The Parish Council agreed NO OBJECTION

7.2

APPLICATION NUMBER: 24/00294/FULLS **TS**

PROPOSAL:	Erection of single storey garage
SITE:	Ohana Hollow, Chapel Lane, Timsbury, Romsey
APPLICANT:	Mr Andrew Smith and Mrs Rebecca Roe-Smith

Permission was originally granted for two houses on this site (21/02543/FULLS). Permission was subsequently granted prior to construction (22/01769/VARS), to enlarge the footprints of the houses, which in the Council's view made worse what was already a very cramped site layout that was out-of-character with the area. The addition of the proposed garage to this plot would further worsen the cramped appearance.

Also, the Council was concerned that the garage, because of its bulk and height and closeness to the boundaries with Chapel Lane and the garden to The Hedges, would present an overbearing appearance and would have an adverse effect on the character of the area and on the neighbour's amenity.

The Parish Council agreed to OBJECT to this application.

7.3 Street Trading Renewal Pizza Hut Co – agreed with no objections.

8. Village Issues

8.1 **Lengthsman**

Cllr Steve Langford continues to work with organising tasks for the Lengthsman. It was noted that the work set out for February has not been completed therefore this will roll over for March. There are no additional requests at this time. Clerk to contact Coordinator to request rollover of work. **SL/TS**

8.2 **Village Sign** -

We are awaiting news from K. Ninnim who is manufacturing a sample sign to the current design. **BD**

8.3 **Jubilee Hall/Garden –** it was acknowledged that the tree in the garden has been taken down.The Garden needed to be renovated: Cllr Palmer was working with the Hall Committee on plans for the garden. **HP**

8.4 **Haccups Lane Speed limits** – Following comments from residents the council discussed the potential need for limiting the speed on Haccups Lane, part of which is which is currently derestricted, particularly with increased traffic expected from the new build houses. It was accepted that there are concerns for the safety of pedestrians as well as vehicular traffic navigating the narrow lane. It was agreed to approach HCC Highways to request a review of the speed limit. **BD**

9. Correspondence

9.1 J. Glasspool (on behalf of St Andrews Church) had asked for the Council's comments on a proposed change to the design and construction of the toilet building to be located in the church car park. Subject to consideration of a planning application, the Council saw no reason in principle to object to the proposed revised design. **TS**

It was also agreed that we would acknowledge with thanks, for the offer of potential funds from the Recreation Hut Charity towards a suitable small project within the parish. The councillors agreed to consider suitable initiatives that could be used for this purpose and will respond to J.Glasspool in turn.

10. Consultations

10.1 TVBC Local Plan 2040 – this was discussed briefly and councillors have been asked to familiarise themselves with the proposals with view to responding in due course. The closing date for responses is 2 April.

There was a general consensus for the promotion of smaller and affordable housing stock. Also a consideration for access/footpaths (for example to privde a safe walking route to Romsey). Response to be decided and agreed next meeting. **BD**

10.2 HCC Future Services Consultation 2024 – it was agreed to limit our response to items that particularly concern the parish. It was agreed that a response would be formed to object to any proposal to close the Bunny Lane Recycling Centre. The closing date for responses is 31 March.

11. Governance

11.1 Auditor: Proposal for new auditor E. Greene accepted.

12. Meetings attended/to be attended.

Cllr Bob Davis attended a meeting with TVBC to discuss Section 106 funding due to the parish. There is potentially more funding to come. Council to consider potential projects for these monies. Cllr Langford asked whether the play park at Casbrook Fields could be eligible to receive funding for new equipment. It was concluded, subject to further investigation, that since the play park was owned by the Casbrook residents' management committee (although the park was effectively open to the public), and not owned by the Council, then S.106 funds could not be spent on this.

Cllr J Rhodes will attend the Liaison Panel Meeting on 18th March 2024.

Clerk T Sansome will attend networking meeting (HALC) End of Financial Year 7th March.

13. Chairman's Mandate.

Agreed.

14. Agenda Items to be included in next meeting:
Village issue including Jubilee Hall Garden.

15. Dates of future Meetings:
Wednesday 27th March, 24th April, 22nd May 2024

Meeting Closed at 10.05pm

Signed

Chairman

Date

FINANCIAL SUMMARY **26th February 2024**

INCOME		
TVBC	CIL Monies	17,259.86
Groundworks UK	Neighbourhood Plan	6,100.00
	Total £	**23,359.86**
INVOICES TO PAY		
HALC	Year End Clerk Training	36.00
Easyhost	Domain Registration	14.39
Parish Online	Digital Mapping	75.60
TVBC	Dog Bin Emptying (annual)	803.70
HMRC	Paye	8.00
T Sansome	Clerk Salary/Home Allowance	650.33
TVBC	Playground Inspection (annual)	260.82
	Total £	**1,848.84**
OTHER PAYMENTS		
St Andrews Church Grant		600.00
Awbridge Parish Council	Speedsign contribution refund	1,500.00
	Total £	**2,100.00**
ALLOTED PROJECTS		
Village Improvements		5,000.00
Replacement of Assets		10,000.00
Neighbourhood Plan		6,100.00
SC Hyd Elect		10,000.00
	Total £	**31,100.00**
Account Balances		
Unity Trust	Main Account	**40,526.15**
Unity Trust	Savings Account	**21,373.94**
	Total £	**61,900.09**
ACTUAL FUNDS Available		
	Alloted Projects/Invoices/Payments	**35048.84**
	£ Available Funds	**26,851.25**