MICHELMERSH & TIMSBURY PARISH COUNCIL

A Meeting of the Parish Council will be held on Wednesday 22nd January 2025 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 (Standing Orders suspended):
3.1 Antony Chapman (TVBC) - presentation
4. Confirmation of the Minutes: Parish Council Meeting 27th November 2024
5. Clerk's Report

6. Finance
6.1 **Financial Summary -** to be agreed
6.2 **Invoices for Payment -** to be agreed
6.3 **Playground Inspection Quote –** to be reviewed
6.4 **Sportsclub Quotation Grounds Maintenance –** to be reviewed
6.5 **Painting of phonebox** – review quotation for works
6.5 **Consideration of Grant request** from Jubilee Hall Committee

7. Planning
7.1

APPLICATION NUMBER:	25/00029/FULLS
PROPOSAL:	Demolish conservatory and erect single storey rear extension
SITE:	Haccups Point, Haccups Lane, Michelmersh, Romsey

7.2

APPLICATION NUMBER:	25/00077/FULLS
PROPOSAL:	Erection of double garage/storage with grass area to be replaced with hardstanding
SITE:	2 The Firs, St Andrews Close, Timsbury, Romsey

8. Village Business:
8.1 Lengthsman Tasks – to be agreed
8.2 Speedsign – receive update
8.3 Village Sign – receive update
8.4 Pavilion renovation/replacement – update
8.5 Dog Fouling Signs- Update
8.6 Neighbourhood Development Plan – receive update
8.7 Haccups Lane Speed Limit – agree any action

9. Correspondence

10. Governance
10.1 Review and agree updated Financial Risk Assessment (2024)
10.2 Review and agree updated Risk Assessment (2024)
10.3 Finalise date for Annual meeting of Parish Council and Assembly (21/5/2025)
10.4 Clerk Salary 2025-26 – to be agreed
10.5 Draft Budget – to be reviewed and agreed
10.6 Asset Register – completion date tba

11. Meetings attended / to be attended
12. Dates of next meeting – Wednesday 26th February 2025

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

Clerk's Report – 22nd January 2025

1.Planning Decisions

1.1 19/01253/NMA1 05.11.2024
Alterations to fenestration, oak post to front porch, amendments to internal layout, change outbuilding - gables in lieu of hips to roof to facilitate inclusion of photovoltaic panels - Amendment to planning permission
19/01253/FULLS -
Site Adjoining Burwood, New Road, Timsbury
APPROVAL of NonMaterial amendment 28.11.2024

1.2 24/02307/LBWS 09.10.2024
Retention of changes to signage to include painted sign to side of building from The Goat to The Malthouse Gastro Pub and overlaying of existing fascia from The Goat to The Malthouse Family Pub and Dining -
The Goat, Stockbridge Road, Timsbury
CONSENT subject to conditions and notes 04.12.2024

1.3 24/02403/FULLS 16.10.2024 Proposed altered dormer to front elevation,provision of dormer to rear, new roof over existing garden room and elevational alterations -
May Cottage, St Andrews Close, Timsbury
PERMISSION subject to conditions & notes

1.4 03.12.2024 24/02309/FULLS 08.10.2024
Extension, renovation and re-modelling of existing house -
Elmwood, Hill View Road, Michelmersh
PERMISSION subject to conditions & notes 11.12.2024

2.Correspondence

2.1 Email from S Ferguson Re; Speed Sign (Appendix 1)
2.2 Letter from Sports Club Committee (Appendix 2)
2.3 Email from J Glasspool re; verges (Appendix 3)
2.4 Grant Application for Plunkett (Appendix 4)

3. Miscellaneous

3.1 Playground Inspection Dec 24 received – no issues recorded.

3.2 Aborist rescheduled Hornbeam Hedge work to 6th Feb

Reserve Balances January 2025

CIL

INCOME			EXPENDITURE		
Date	**Amount**		**Date**	**Item**	**Amount**
19/02/2024	17259.00		01/08/2023	Speedsign	3427.00
			01/10/2024	Defib	737.00
					4164.00
Total	17259.00				
less	4164.00				
Balance	**13095.00**				

Section 106

INCOME			EXPENDITURE		

NDP

INCOME			EXPENDITURE		
Date	**Amount**		**Date**	**Item**	**Amount**
13/01/2025	2505.00				
Total	**2505.00**				
Less					
Balance	**2505.00**				

Earmarked Reserves

CIL		13095.00		
NDP		2505.00		
General Reserves		23728.01		
Village Improvements		10000.00		
Total		**49328.01**	**At January 2025**	

Michelmersh and Timsbury Parish Council

Minutes of The Parish Council Meeting held on Wednesday 22nd January 2025 at The Jubilee Hall, Timsbury.

1. Present Councillors:
Bob Davis, John Rhodes, Steve Carley, Steve Langford, Helen Palmer.

In attendance::
T Sansome (Clerk)
1 member of the public
Antony Chapman (Community Engagement Officer - TVBC)
Cllr Nick Adams-King (Leader of HCC)

Apologies received:
Cllr Nick Bone

2. Declarations of Interest
Cllr John Rhodes declared he is a member of the Sports Club.

3. Open Period (Standing Orders suspended)
A Chapman (fromTVBC)
Spoke to explain his role within the borough. Antony is a community engagement officer and is the liaison between the Parish Council and TVBC/HCC supporting community projects and identifying potential grants that may be available. The community team have access to grants that could be used to finance up to 50% of the cost of a project up to the value of £25,000.

Cllr S Carley raised the possibility of Antony supporting the PC's endeavour to change/lower the vehicle speed signage in Haccups lane on safety grounds. Item 8.7 was discussed.
Clerk to follow this up with email to AC.

Cllr Davis asked if we are able to apply for a grant to support our intention to instruct a surveyor. This is for the potential building development plans on Jubilee Hall/Sports pavilion. Cllr Nick Adams-King indicated that this would be possible. Clerk to follow this up with an email and application to Cllr Adams-King. **TS**

Cllr Nick Adams-King gave a short update to include:

- Acknowledgement of Waltet decision – application to increase stockpile heights refused.
- Proposed Devolution and the impact this will have on town and county boroughs. Whilst this is regarded as a positive, much work is ahead with consultations and changes to new combined authorities.
- Acknowledged Antony Chapman's role and supported the PC request for grant funding.

A resident who is setting up a viability group for a potential village shop spoke to the PC in support of their grant application. They are looking for support with a subscription to Plunkett. This is a charitable organization who support local communities set up small businesses. Item 6.5 was bought forward and discussed.

4. Confirmation of Minutes

The minutes from the previous meeting 27th November 2024 were amended and will be signed as final at the next meeting. Draft minutes will be published in the interim. **RESOLVED**

5. Clerk's Report

This was acknowledged. It was agreed that correspondence in future will form part of the report and not have a separate item later on in the agenda. The clerk will write in response to letters received in correspondence. **RESOLVED** **TS**

6. Finance

6.1 Financial Summary – this was approved and agreed. The additional financial statement presented shows a breakdown of funds held by the PC and how these are earmarked for different projects. This will form the basis for explaining reserves to both Internal and External auditors. **RESOLVED**

6.2 Invoices for Payments – were approved and agreed. **RESOLVED**

6.3 Playground Inspection quote from TVBC (£236.14) was accepted. **RESOLVED**

6.4 Sports Club Quotation (£1500) – for Grounds Maintenance was accepted. **RESOLVED**

6.5 Painting of Phonebox Quotation (£640+VAT) – was accepted. **RESOLVED**

6.5 Grant Request from M&T Shop Viability Group – the PC agreed to support the application to Plunkett subscription for one year.

7 Planning

7.1

APPLICATION NUMBER:	25/00029/FULLS
PROPOSAL:	Demolish conservatory and erect single storey rear extension
SITE:	Haccups Point, Haccups Lane, Michelmersh, Romsey
	NO OBJECTION RECORDED RESOLVED

7.2

APPLICATION NUMBER:	25/00077/FULLS
PROPOSAL:	Erection of double garage/storage with grass area to be replaced with hardstanding
SITE:	2 The Firs, St Andrews Close, Timsbury, Romsey
	NO OBJECTION RECORDED Clerk to include comments that the views of the neighbouring properties must be taken into account. **RESOLVED**

8. Village Issues

8.1 Lengthsman

Cllr Steve Langford is working with the Stockbridge co-ordinator to finish any outstanding work. During discussion about potential work needed on clearing overgrowth on the cyclepath north of New Road, Cllr H Palmer has reported both this issue and that of the pothole at the entrance/exit of the Jubilee Hall through official portal of HCC. **SL**

8.2 Speedsign Update

It was reported to the PC that the Speed sign is back with the manufacturer and is due for return after repairs anyday now. Clerk to liaise with Westcotec and Cllr H Palmer to organise return. **TS**

8.3 Village Sign Update

It was agreed to contact K Nimmin to see how this is progressing. Cllr B Davis to make contact. **BD**

8.4 Pavillion Renovation/replacement

Following a previous meeting with the Sportsclub and of the Jubilee Hall on Monday 20th January, Cllr B Davis has constructed a written brief for the architect to consider. This outlines what is required/desirable with respect to the potential renovation of the Pavillion/Jubilee Hall. It was agreed during Open Period that the PC will apply for a potential grant from Cllr Adams-King to help with survey and design costs before submission to architect. **RESOLVED** **TS**

8.5 Dog fouling signs.

Some different signs have been considered - the clerk will order a suitable sign before the next meeting. **RESOLVED** **TS**

8.6 Neighbourhood Development Plan

Cllr B Davis gave a short update. A meeting is planned for Monday 27th January to continue work on plan. Two potential sites have been allocated for housing.

8.7 Haccups Lane Speed Limit

Following a short discussion during the open period – it was agreed the clerk will email Antony Chapman and enclose any previous correspondence. **TS**

9. Correspondence

This was covered in Clerk's report.

10. Governance

10.1 Financial Risk Assessment – to be moved to the next meeting due to time constraints.

10.2 Risk Assessment – to be moved to the next meeting due to time constraints.

10.3 Date of Annual Meeting of the Parish Council and Assembly was agreed to take place on Monday 19th May 2025 **RESOLVED**

10.4 Clerk Salary review – the clerk left the meeting whilst discussion took place. On return some questions were discussed concerning work load and access to appropriate accounting software. The clerk accepted a new revised salary of £7000 **RESOLVED**

10.5 Draft Budget – was reviewed and agreed. The Precept request of £21500 was agreed. This shows no increase from the previous year due to prudent management of funds and reserves. **RESOLVED**

10.6 Asset Register – Cllr B Davis agreed to complete this by end of March 2025 in time for yearly audits and consideration of Insurance policy. **RESOLVED**

11. Meetings attended or to be attended.

Cllr John Rhodes attended Ace Lift Away Liaison Panel Meeting 6/11/24.

Clerk attended Update Training Meeting 3/12/24

Cllrs B Davis and S Carley attended Jubilee Hall AGM 20/1/25

Cllr B Davis attend Regulatory Committee Meeting 16/1/25

12. Dates of future Meetings:
Wednesday 26th February 2025

Meeting Closed at 10pm

Signed by ……..

Date ……

FINANCIAL SUMMARY **Nov-24**

INCOME		
	Total £	**0.00**
INVOICES TO PAY		
S Medley	Grasscutting Oct	189.00
T Sansome	Salary November 2024	481.86
HMRC	PAYE	59.80
T Sansome	Salary December 2024 (23/12/24)	481.86
HMRC	PAYE (23/12/24)	59.80
TVBC	Clerk Update Meeting	18.00
Sports Club M&T	Grounds Maintenance	1,300.00
Jubilee Hall Management	Hire of Hall Committee Room	42.50
Jubilee Hall Management	Hire of Hall Committee Room (NDP)	51.00
	Total £	**2,683.82**
OTHER PAYMENTS		
Unity Trust Bank	Service Charges	5.40
	Total £	**5.40**
ALLOTED PROJECTS		
CIL Funds (Feb 24)	Village Infrastructure	17,259.00
Replacement of Assets		
	Total £	**17,259.00**
Account Balances		
Unity Trust	Main Account	**27,569.49**
Unity Trust	Savings Account	**21,803.32**
	Total £	**49,372.81**
ACTUAL FUNDS Available		
	Less expenditure	**2,683.82**
	Alloted Projects/CIL	**17259.00**
	£ Available Funds	**29,429.99**