

# Hurstbourne Tarrant Parish Council

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| MINUTES OF MEETING | : 18 May 2009                  |
| TIME OF MEETING    | : 6.30 p m                     |
| VENUE OF MEETING   | : Church Hall                  |
| TYPE OF MEETING    | : <b>Annual Parish Council</b> |
| PRESENT            | : MR D JOPSON (DJ)             |
| VICE CHAIRMAN      | : MRS D MURDOCH (DCM)          |
|                    | : MISS D MILLER (DM)           |
|                    | : MR D SULLIVAN (DS)           |
|                    | : MR A HAIGHTON (AH)           |
|                    | : MRS F DAVIS (DS)             |
| IN ATTENDANCE      | : MR D BAKER (DB)              |
| ALSO PRESENT       |                                |

Note: Councillor David Jopson took the chair.

## **1. Election of a Chairman of the Council**

1.1. Councillor David Jopson opened the meeting and asked councillors for nominations for the office of chairman of the parish council. Councillor David Sullivan was proposed, seconded and elected unanimously to the office of chairman.

Note: Councillor David Sullivan then took over as chairman of the meeting.

## **2. To elect a Vice -Chairman of the Council**

2.1. Councillor David Sullivan asked councillors for nominations for the office of vice-chairman of the parish council. Councillor Dinah Murdoch was proposed and seconded and elected unanimously to the office of vice-chairman.

## **3. Declarations of acceptance of office**

3.1. All declarations of acceptance of office were duly signed by the Chairman, the Vice Chairman and returned to clerk for counter signature and filing.

## **4. Councillors' responsibilities**

4.1. The following portfolio responsibilities were allocated to Councillors for the duration of the municipal year 2008/09:

- Councillor David Jopson          Planning and website

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- Councillor Alan Haighton Highways and Transport
- Councillor Fliss Davis Upton
- Councillor Debbie Miller Environment
- Councillor Dinah Murdoch King George V Playing Fields, Pavilion and HbT Primary School
- Councillor David Sullivan Allotments.

## 5. Annual update of the register of interests

5.1. Councillors were reminded that any updates to the register of interests should be completed and signed and returned to the clerk. There were no updates made by councillors.

## 6. Subscriptions

6.1. Councillors reviewed the following 4 annual subscriptions:

- Fields in Trust (previously known as the National Playing Fields Association)
- Hampshire Playing Fields Association
- Hampshire Association of Local Councils
- Society of Local Council Clerks

**RESOLVED:** Councillors agreed all 4 subscriptions would be retained and paid for the year 2009/10 – **DB to action.**

## 7. To review trust investments

7.1. Councillors had reviewed their trust investment at the parish meeting held on 19 January 2009, Ref Item 10.7. The investment would be next reviewed in January 2010.

## 8. Apologies

8.1. None.

## 9. Public participation (for information only)

9.1. None.

## 10. Actions arising from the previous meeting (for information only)

10.1.

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| Councillor Alan Haighton, portfolio holder for transport, undertook to investigate the scheduling of the 2 local bus services and to provide Connie Snow with a response – <b>AH to action. – carried forward</b> |
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| Councillors agreed that a donation of £500 be made to St Peter's church towards the upkeep of the churchyard. - <b>DB to action - completed.</b> |
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| The Clerk was asked to investigate what training programme was available for Councillors that could be run during an evening session. – <b>DB to action - completed. .</b> |
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| An idea to put prospective allotment holders into informal contact with garden owners who could no longer manage their gardens was discussed. It was agreed to place a notice in the parish magazine to determine if any garden owners were interested in such an idea. – <b>DJ to action - completed.</b> |
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| Councillor David Sullivan requested each councillor to provide a short report on their portfolio responsibilities summarising achievements in 2008/09 and plans for 2009/10. These reports would be combined to provide an annual report for distribution at the Annual Parish meeting on the 18 May. - <b>ALL to action by 10 May, DB to collate and distribute report. - completed</b> |
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It was agreed that Councillors David Sullivan, Fliss Davis, Debbie Miller, together with Richard Vella would hold an informal meeting one evening at the teenage shelter inviting young people to attend to discuss their views on improving facilities within the parish. – **DS, FD, DM & RV to action. – carried forward**

The Clerks was asked to investigate any insurance requirements necessary to support the public usage of a BMX cycle track – DB to action - **completed.**

## 11. Approval of minutes of the previous meeting

11.1. The minutes of the Parish Council meeting of 20 April 2009 were approved and signed by the Chairman.

## 12. Declarations of Interest

12.1. None.

## 13. Correspondence

13.1. The list of correspondence received during the month was read and passed to the relevant councillor.

13.2. Councillor Reports:

Councillor David Jopson reported the following planning applications had been received:

**RESOLVED:** Councillors agreed the following actions would be taken:

|                |           |   |
|----------------|-----------|---|
| 09/00763/TREEN | 22 Apr 09 | T1 (Oak) Fell<br>The Old Bakery, Church Street, Hurstbourne Tarrant,<br>Andover<br>– <b>No comment.</b>                                   |
| 09/00875/TREEN | 08 May 09 | T1 and T2 (ash) – reduce by 20%<br>Barn Cottage, Ibthorpe Road, Hurstbourne Tarrant, Andover<br>Ms Catherine Collins – <b>No comment.</b> |

Councillor David Jopson had nothing further to report

Councillor Alan Haighton had nothing to report

Councillor Debbie Miller had nothing to report

Councillor Fliss Davis had nothing to report

Councillor Dinah Murdoch had nothing to report

Councillor David Sullivan reported that concerns had been raised regarding the condition of part of the Test Way footpath between the post office and Horseshoe Lane. It was agreed that a letter should be sent to HCC Rights of Way officer requesting that an inspection walk should be carried. Once expert opinion had been determined any remaining problems could then be discussed with the landowners concerned. – **DB to action.**

## 14. To appoint an internal auditor for 2009/10

**RESOLVED:** Councillors agreed to appoint Tammy King as their internal auditor for the financial year 2009/10. It was further agreed to donate £25 of vouchers as a token of the

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parish council's appreciation of the time she had kindly volunteered to carried the internal annual audit for 2008/09 - **DB to action.**

## 15. Next meeting and forward plan update

15.1. The next ordinary Hurstbourne Tarrant Parish Council Meeting will be held on Monday 15 June 2009 in **the Pavilion** at 7.30 p.m.

15.2. Agenda item from the forward plan for June:

- Annual update of Asset Register.

## 16. Disbursements – 18th May 2009.

The following cheques were presented for signature:

| Number | Payee                         | Amount   |
|--------|-------------------------------|----------|
| 648    | St Peter's Church Donation    | £ 500.00 |
| 649    | D R Baker Clerking Fees       | £ 189.92 |
| 650    | HALC Subscription fees        | £ 209.00 |
| 651    | Murdoch Farms Ltd Maintenance | £ 80.50  |

**Total authorised: £979.42**

Meeting closed at 6.55 p.m.

Signed.....

Chairman

Date:.....