

Hurstbourne Tarrant Parish Council



MINUTES OF MEETING	: 18 th October 2010
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: CHURCH HALL
TYPE OF MEETING	: ORDINARY
PRESENT	: MR D JOPSON (DJ)
	: MRS DEBBIE MILLER (DM)
	: MRS FLISS DAVIS (FD)
	: MRS DINAH MURDOCH (DCM)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR D BAKER (DB)
ALSO PRESENT	: CLLR PAM MUTTON (HCC) & : CLLR PETER GIDDINGS (TVBC) : PCSO RACHEL CASSELLS

63. Apologies

63.1 Apologies were received from Councillor Alan Haighton

64. Public participation

64.1 PCSO Rachel Cassells provided a six month crime report for the Hurstbourne Tarrant area as follows:

- 1 Burglary of a dwelling
- 2 Burglaries from garden sheds/outbuildings
- 2 Incidents of criminal damage
- 2 Incidents of fraud (credit card)
- 4 Incidents of anti-social behaviour
- 4 Incidents of theft
- 2 Incidents of theft from a vehicle
- 1 Incident of theft of a vehicle

A total of 18 incidents in the 6 month period represented a fall in the level of reported crime in Hurstbourne Tarrant area. Hurstbourne Tarrant remained one of the safest villages in the Northern Test Valley region.

64.2 Rachel presented apologies on behalf of the beat manager Roger Kitson who was unable to attend the meeting and informed the meeting that Roger was being moved

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into a new role after 5 years of service as beat manager. A new beat manager Martin Benton would be appointed on the 1st November.

- 64.3 Councillor David Sullivan (chairman) requested that it be minuted that the parish council greatly appreciated the police work that had been managed by Roger Kitson and for the commitment Roger had shown to Hurstbourne Tarrant parishioners.
- 64.4 Councillor David Jopson requested that any information regarding 3 recent road traffic accidents in Hurstbourne Tarrant would provide valuable data for the AGAS group's records. PCSO Rachel Cassells agreed to provide any public data that was available on the accidents. - **Action RC**

65. Actions arising from the previous meeting:

65.1

Cllr Pam Mutton (HCC) requested that the grant application form and set of accounts be returned urgently in order to secure funding for the new village sign – Completed
A request for approval to purchase a set of batteries at a cost of £50 for the Speed Limit Reminder signs was reviewed and approved by councillors. Completed.
A request to identify a list of 10 volunteers to write protest letters to firms whose lorries were causing a particular hazard on the A343. Cllr Alan Houghton agreed to co-ordinate and organise a group of volunteers Carried forward.
HCC was attempting to organise an event for owners/managers of village shops within the county. They asked for the notification to be passed on to shop owners and to encourage owners to register their e-mail addresses with the HCC co-ordinator in order to receive event information. Completed
Councillor Alan Houghton reported that the Dean Rise play area needed a new football goal net. Cllr Pam Mutton (HCC) commented that she had received a donation of money that could be applied to fund this request. Councillors Dinah Murdoch and Alan Houghton would make arrangements through the school to purchase and install a suitable net. Completed.
The clerk had requested details from HCC on Sites of Interest for Nature Conservation (SINCs) within the parish. Details had been passed to Councillor Debbie Miller and copied to Peter Billingham for consideration. Opportunities exist to apply for grant funding to maintain or improve SINC sites. In progress
TVBC were conducting a survey into the speed of broadband connections within the borough – this initiative was sponsored by Cllr Peter Giddings. TVBC requested for all broadband users to participate in the survey and a tool was provided for users to measure the speed of their current broadband service. Completed
A Local Recycling Centre for Hurstbourne Tarrant - Councillors agreed to take no action. Action on DB to inform Mike Pratt - Completed

66. Approval of minutes of the meeting 20th September 2010

- 66.1 The minutes of the Parish Council meeting of 20th September 2010 were corrected under Item 55.1 for planning application 10/01579/FULLN – Jasmine. “No comment” was replaced by “Letter of objection was submitted” The minutes were then approved and signed by the Chairman.

67. Declarations of Interest

- 67.1 Councillor Debbie Miller declared a personal interest on two items:
- Planning application 10/02236/TREEN – The Pheasantry, Upton
 - Under correspondence received – letter from Farming & Wildlife Advisory Group (FWAG) – request for a donation.

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68. AGAS report

- 68.1 Rupert Conder sent in his apologies for not being able to attend the meeting:
- 68.2 Councillor David Jopson informed the meeting that preparations had started for the extension of road white lining on the A343 down as far as the Post Office. Work was expected to be completed in the next 2 weeks.
- 68.3 Councillor Pam Mutton (HCC) informed the meeting that at the latest HATS meeting with HCC highways she had pressed for the safety measures for the bus stop on Dene Green in the Newbury bound direction to be carried out under this year's programme of works.

69. Correspondence

- 69.1 The list of correspondence received during the month was read and passed to the relevant councillor.
- 69.2 Letter from Joanne Ray that raised safety concerns regarding the condition of trees to the rear of Foxrock. Councillor David Sullivan visited Mrs Ray and viewed the trees concerned. It was believed that TVBC were the landowner concerned and that that request would be passed to TVBC for resolution. The parish council would continue to monitor progress on the matter.
- 69.3 A letter had been received from Farming & Wildlife Advisory Group (FWAG). It requested a donation to support services provided to local farmers and the promotion of sound environmental managements and wildlife projects.

RESOLVED: Councillors agreed to make a donation of £50 to FWAG – **Action DB.**

70 Planning Applications

- 70.1 The following planning applications were discussed:

RESOLVED: Councillors agreed that the actions documented below would be taken:

10/02236/TREEN	25 Sep 10	Two ash trees to fell, also to fell two other trees, species unspecified. The Pheasantry, Upton, Andover. Mr Trevor Dalton – No comment
10/01579/FULLN & 10/01613/CAWN	28 Sep 10	Planning Applications for consideration by committee Jasmine, Horseshoe Lane, Ibthorpe Application approved by TVBC Northern Area Planning Committee
10/02292/TREEN	30 Sep 10	Fell 6 Conifers and 1 Field Maple, crown raise 2 Beech and 1 Walnut to 3m, coppice 1 Hazel, deadwood Corsican Pine Swift Cottage, Ibthorpe, Andover Mr Colin Osmer – No comment
10/02209/FULLN	01 Oct 10	Provision of oil tank. 2 Home Farm Cottages, The Square, Hurstbourne Tarrant, Andover. Mr Paul Seager – No comment
10/02279/FULLN	02 Oct 10	Erection of extension to provide extended kitchen/breakfast room, playroom, indoor swimming pool, associated changing rooms and plant room and extended terrace. Doyley Manor, Netherton Road, Hurstbourne Tarrant, Andover. Mr Giles Mackay. – No comment
10/02333/FULLN	09 Oct 10	Erection of garden store, car port and retaining wall. Thatchers Cottage, The Dene, Hurstbourne Tarrant, Andover. Dr David Ellis – No comment
10/02403/TREEN	14 Oct 10	Fell one Ash and pollard row of Limes. Waylands, Ibthorpe Road, Hurstbourne Tarrant. Mr Jon Tacey – No comment

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10/02412/FULLN	15 Oct 10	Extensions and alterations to outbuilding to form new garden room. Hurst Cottage, The Dene, Hurstbourne Tarrant, Andover. Mr & Mrs M Nash – No comment
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- 70.2 Councillor David Jopson attended the TVBC Northern Area Planning Committee held on 7th October when planning applications 10/01579/FULLN & 10/01613/CAWN for Jasmine, Horseshoe Lane, Ibthorpe, were heard. The Committee approved the applications on the chairman's casting vote, despite an objection submitted by the parish council. Construction work was expected to start in February 2011 and complete in 8-10 months.
- 70.3 The parish council had received a request for 2 ash trees at the entrance to the allotments on Ibthorpe Road to be pollarded to safe guard the local power supply cable. It was agreed to notify TVBC planning department of the planned maintenance. – **Action DJ & DB.**
- 70.4 Update report on the progress of the planning application for the new community centre: Bat surveys had been completed during the summer months and the planning application was about to be re-submitted to TVBC with the addition of bat boxes as part of the build conditions. Successful fund raising events have been continuing with a safari supper and a barn dance raising close to £1000 at each event.

71 Councillors' reports:

- 71.1 Councillor Dinah Murdoch had nothing to report.
- 71.2 Councillor Fliss Davis had nothing to report.
- 71.3 Councillor Debbie Miller reported that FWAG were currently developing a local Barn Owl Conservation project within the Bourne Valley and had secured funding for 20 barn owl boxes and planned to run a series of events in the local area for parishioners and farmers.
- 71.4 Councillor David Jopson reported that the footpath that ran behind Maple Ridge & Bramble Bank towards Parsonage Farm was in need of clearance. – **Action DB.**
- 71.5 Councillor David Sullivan had nothing to report.

72 Clerk's report

- 72.1 At the end of Q2 2010/11, there were no outstanding items of correspondence with either TVBC or HCC.
- 72.2 A parish council capital grant application to TVBC for funding to support the half the cost of replacing the aerial runway was under consideration by Cllr Sandra Hawke (TVBC).
- 72.3 A PlayQuest maintenance and inspection request was discussed and councillors agreed to maintain the current inspection contact covering all play area equipment which was placed with ROSPA.
- 72.4 Confirmation had been received on the payment of a £1500 HCC councillor's local grant to the parish council. Cllr Pam Mutton was thanked by councillors for her financial support of local parish projects.

73 Annual risk assessment of the pavilion.

- 73.1 The clerk presented the risk assessment report to the meeting.
- 73.2 **RESOLVED:** Councillors reviewed the risk assessment report on the pavilion and accepted the recommendation to repair the outside lights that were found to be faulty. The repair to the outside lights has been completed in the last week.

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74 Annual risk assessment of the allotments.

- 74.1 The clerk presented the risk assessment report to the meeting.
- 74.2 **RESOLVED:** Councillors reviewed the risk assessment report on the allotments and noted the recommendation that one allotment tenant holder had failed to sign a tenancy agreement. This would be addressed at the end of the year when a new tenancy agreement would be raised.
- 74.3 The waitlist for allotments now stands at 15 applicants – 4 from within the parish and 11 external. The parish council was continuing with its policy of splitting larger plots into 2 plots where possible.
- 74.4 **RESOLVED:** Councillors discussed and agreed the recommendation to lobby neighbouring parishes to meet their duty to provide allotments for their own parishioners. Cllrs Peter Giddings (TVBC) and Pan Mutton (HCC) were asked to raise this matter at local parish council meetings.

75 Annual review of the risk register

- 75.1 The clerk presented the risk register report to the meeting. The main change to the register was the risk associated with the loss of key personnel.
- 75.2 **RESOLVED:** Councillors discussed and agreed the recommendations to put a plan in place to ensure that at least a minimum of 6 parish council candidates stand for election in May 2011 and a new Planning portfolio holder needed to be identified and trained.

76 Annual review of Standing Orders and Financial Regulations

- 76.1 The clerk reported to the meeting that no further changes were required to Standing Orders which had been reviewed early in the year following the publication of new model standing orders in March by the NALC.
- 76.2 The clerk reported to the meeting that no changes were required to Financial Regulations at present but it would be important to monitor government announcements relating to new legislation that was expected from the **CLG on financial payments:** Local councils will soon be freed from the shackles of old-fashioned payment methods such as cheque payments.

77 Performance monitoring – financial report for 2Q 2010/11

- 77.1 David Baker presented the second quarter financial report for 2010/11. Overall spending remained in line with budget plans but general maintenance costs associated with the playing fields, the pavilion and the parish car park were running higher than expected. A year end deficit was to be expected following the unplanned replacement of the aerial runway on safety grounds. Two applications for grant money to help cover the cost aerial runway replacement cost were in process.
- 77.2 **RESOLVED:** Councillors reviewed and accepted the financial report.

78 Next meeting and forward plan update

- 78.1 The next Hurstbourne Tarrant Parish Council meeting will be held on Monday 15th November 2010 in the **Church Hall** at **7.30 p.m.**
- 78.2 Forward plan agenda items:
- Budget setting for 2011/12 - Initial budget review
 - To review the Clerk's salary for 2011/12
 - To review annual subscriptions for 2011/12

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79 Disbursements – 18th October 2010.

79.1 The following cheques were presented for signature:

Number	Payee		Amount
756	TVBC	Grounds maintenance	£ 361.04
757	D R Baker	Clerk's fees	£ 198.82
758	Information Commissioner	DP fee	£ 35.00
759	Southern Water	Allotments	£ 67.11
760	Davies Sports	Goal net	£ 52.76
761	Southern Electric	Pavilion	£ 18.85
762	P G Electrical Ltd	Pavilion lights	£ 79.90
763	Murdoch Farms Ltd	Pavilion maintenance	£ 156.87

Total authorised: £970.35

Meeting closed at 8.30 p.m.

Signed.....

Chairman

Date:.....