

Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 20 th June 2011
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: CHURCH HALL
TYPE OF MEETING	: ORDINARY
PRESENT	: MR CLAYTON DANKS (CD)
	: MR NICHOLAS MELHUIISH (NM)
	: MRS DEBBIE MILLER (DM)
	: MR A HAIGHTON (AH)
	: 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) : RICHARD SOUTH : JAMES BENNETT : MRS N RICHARDSON

20. Apologies

20.1 None.

21. Public participation

21.1 Richard South requested that a grit bin be provided at the bottom of Lockes Drove at the junction with Upton to Wildhern road. Cllr Pam Mutton (HCC) agreed to add the request to the Highways work programme. – **PM to action.**

21.2 James Bennett briefed the parish council on plans to set up a second British Legion football team for the 2011/12 season. It was planned that a reserve team would alternate Sunday morning home matches with the 1st team. The parish council was delighted with the increased opportunity to play football in the village and with the additional support for the British Legion that this activity would bring.

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22. Actions arising from the previous meeting:

22.1

Councillors were reminded that any updates to the register of interests should be completed and signed and returned to the clerk. All councillors to action. - Completed
David Jopson reported that he had received a request to re-site or remove the green litter bin located opposite Dines Close. An alternative site had been determined and it was agreed that TVBC street scene team should be asked to consider the move or failing that make arrangements for removal the bin. DB to action Completed.
Councillors agreed that a donation of £500 be made to St Peter's church towards the upkeep of the churchyard subject to the receipt of a request letter. - DB to action - Completed
A donation request was received from Victim Support. The clerk was asked to write to Victim Support to determine what level of support had been provided within the parish over the last year and to report back to the next parish council meeting. - Completed – Note a £50 donation was approved.
Councillor Debbie Miller reported that there had been several complaints raised about the placement of the Speed Limit Reminder pole on the South side of Upton. It was agreed that Councillors Clayton Danks, Debbie Miller and David Jopson would make a site inspection to determine if any improvements could be considered. CD, DM & DJ to action. - Completed
Councillor David Sullivan reported that the allotments were in excellent shape and were a real credit to their tenants and the village. It was agreed to ask the annual village fete committee to consider an award for the best kept allotment. DS to action. - Completed
Community Payback Scheme where individuals carry out community service sentences of supervised work on small social projects such as litter picks, scrub clearance and basic decoration or repair of community property. It was agreed that this initiative was worthy of further investigation. Councillors were asked to consider what projects could be put forward and the clerk was asked to determine the process required to submit an application to the scheme. Councillors & DB to action – In progress, agenda item 12.
Councillor Dinah Murdoch asked when improvements to the access road to the parish car park were going to be progressed. It was agreed to get a quote to repair the potholes. DCM to action - Completed. Quotes would be requested to carry out the piling necessary to provide a passing point on the access road. DS, DCM & DB to action. – In progress, agenda item 11. Councillor Debbie Miller would contact the Environment Agency to determine the consent process necessary to carry out such works. DM to action. - Completed
There was a statutory deadline of Thursday 2nd June for election expense forms to be returned to TVBC, this must include nil returns. All councillors to action - Completed.
The clerk confirmed the cost associated in purchasing an A4 laminator and materials was £95.00 pounds. The purchase was approved and the clerk was authorised to make the purchase. DB to action - Completed.
Councillors agreed to appoint Tammy King as their internal auditor for the financial year 2011/12. It was further agreed to donate £25 gift voucher as a token of the parish council's appreciation of the time she had kindly volunteered to carry out the internal annual audit for 2010/11. DB to action - Completed.

23. Approval of minutes of the meeting 16th May 2011

23.1 The minutes of the Annual Parish Council meeting of 16th May 2011 were approved and signed by the Chairman.

24. Declarations of Interest

24.1 Councillor Dinah Murdoch declared a personal interest in agenda item 11 and determined to remain in the meeting but not to take part in the discussion or vote on the item.

25. AGAS report

25.1 There was no AGAS report..

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- 25.2 Note: A site visit had been completed by Mr M Patel (TVBC) to review two alternative sites for the Upton Speed Limit Reminder pole.

26. Correspondence

- 26.1 The list of correspondence received during the month was read and passed to the relevant councillor.
- 26.2 Following receipt of information from Victim Support confirming seven referrals had made within the parish over the last year, councillors agreed to make a donation to Victim Support.

RESOLVED: Councillors agreed that a donation of £50 be made to Victim Support. - **DB to action.**

27. Planning Applications

- 27.1 There following planning applications discussed:

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

11/01095/TPON	18 May 11	Field Maple – Crown clean, crown raise and remove two branches as shown in submitted photos. 5 Dines Meadow, Hurstbourne Tarrant, Andover. Mrs Sharon Dewey – No comment.
11/01103/TREEN	19 May 11	T1 Ash Remove 1 limb growing towards house. The Ashes, Ibthorpe Road, Hurstbourne Tarrant. Mrs Styles – No comment..
11/01170/FULLN	10 Jun 11	Internal and external alterations including replacing and extending the existing rear canopy and vine house. Ibthorpe Farm House, Ibthorpe, Andover. Mr & Mrs Alexander Barr – No comment.
11/01202/FULLN	14 Jun 11	Erection of two storey side extension to form breakfast room and convert garage to kitchen/family room with en-suite bathroom over and erection of a new double garage with games/hobbies room over together with excavation works and alterations to raised terrace. Aldbourne, Stoke Road, Hurstbourne Tarrant, Andover Mr & Mrs Steve Harbin – Objection to be submitted – NM to action based on: 1. Impact on the AONB 2. Extension was oversized and overbearing 3. Impact on light affecting neighbouring property

28. Councillors' reports:

- 28.1 Councillor Dinah Murdoch had nothing to report.
- 28.2 Councillor Alan Haighton reported that a new pothole had developed on the Netherton Road opposite the entrance to Prosperous Farm which was in need of repair. Cllr Pam Mutton (HCC) agreed to add the request to the Highways work programme. – **PM to action.**

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- 28.3 Councillor Debbie Miller reported that there would be a quiz evening at the Crown in Upton next Monday 27 June. The barn owl project had held a volunteer day which was well attended. Two barn owl nesting boxes installed in February have occupied by new breeding pairs which have successfully reared 5 chicks. Further discussions were taking place regarding the placement of a memorial bench in Upton.
- 28.4 Councillor Clayton Danks had nothing to report.
- 28.5 Councillor David Sullivan had nothing to report.
- 28.6 Councillor Nick Melhuish had nothing to report.

29. Clerk's report

- 29.1 ROSPA play-area safety inspection report had been received and was passed to Councillors David Sullivan and Dinah Murdoch for consideration. – **DS & DCM to action.** The inspection fee was £159.22 and it was approved for payment. – **DB to action**
RESOLVED: Councillors agreed to review any maintenance recommendations and action as necessary. The payment of the inspection fee was approved.
- 29.2 Financial interest forms were circulated to Councillors Nick Melhuish, Alan Highton and Debbie Miller for completion and return to the clerk. NM, DM & AH to action.
- 29.3 Whilst renovation work on the church hall was being carried out a large historic map of Hurstbourne Tarrant printed in 1907 was found. The map will be put on display at the next parish council meeting on Monday 18 July in the pavilion. DS to action.

30. Access road to the parish car park.

- 30.1 Councillor Dinah Murdoch reported that the pothole repairs to the parish car park had been completed.
- 30.2 The project to improve the road access to the parish car park was being progressed. The Environment Agency had confirmed that their consent was required to carry out any improvement works within 8 metres of the Bourne rivulet. Improvement plans were restricted to a 30 metre stretch of the access road covering the narrowest section of road. Several approaches were under consideration; a topographical survey of the river bank and road would be required. A site visit by the Environment Agency would be requested once a preferred plan of works had been agreed. The need for planning permission would also be assessed and an application to TVBC for the release of Section 106 monies would be necessary to fund the work.

31. Community payback scheme:

- 31.1 The clerk reported that the parish council had been register under the Community Payback Scheme administered by HCC Probation Service. Once an agreed list of work projects had been finalised by the parish council a site visit would be scheduled with Paula Robertson manager for the scheme to assess the projects suitability and how best to manage the work under the scheme.

32. Availability of the tennis court for public usage:

- 32.1 Councillor Nick Melhuish introduced a short discussion on the potential for increasing the public access time to the tennis courts shared with the primary school on King George V playing fields. The current agreement for public access was restricted to non-school

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hours ie. outside the hours 8.00 a.m. to 4.00 p.m. Monday to Friday during term time. The public had full access at all other times. It was concluded to that extending public usage into school hours would be difficult to manage and that the potential disruption from noisy players would be unacceptable to the school.

33. Annual update of Asset Register:

- 33.1 The asset register was reviewed and councillors agreed the asset listing. Councillors then accepted the assets listing and the valuations used for insurance purposes were correct and completed internal audit of the asset register.

34. Next meeting and forward plan update

- 34.1 The next **Hurstbourne Tarrant Parish Council** meeting will be held on Monday 18th July 2011 in the **Pavilion** at **7.30 p.m.**
- 34.2 Forward plan agenda items:
- Performance Monitoring report for 2011/12 Quarter one.
 - Quarterly review of log of HCC/TVBC requests for service
 - Delegation scheme for the parish council during the summer holiday period

35. Disbursements – 20th June 2011.

- 35.1 The following cheques were presented for signature:

	Number	Payee	Amount	
	804	Tangley PC	SLR charges 2011/12	£ 375.00
	805	D R Baker	Clerking fees	£ 159.22
	806	HMRC	PAYE	£ 39.60
	807	D R Baker	Laminator/materials	£ 87.58
	808	D R Baker	Gift voucher	£ 25.00
	810	D R Baker	Consumables	£ 107.15
	811	Playsafety Limited	Inspection report	£ 154.80
	813	Murdoch Farms Ltd	Maintenance	£ 186.00
	814	D & D Plant Hire	Car park maintenance	£ 456.00
	815	P G Electrical	Pavilion repairs	£ 110.40

Total authorised: £1700.75

Meeting closed at 9.05 p.m.

Signed.....

Chairman

Date:.....