

Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 21 st DECEMBER 2015
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: Community Centre
TYPE OF MEETING	: ORDINARY
PRESENT	: MR MARK THOMAS (MT)
	: MRS LOUISA RUSSELL (LR)
	: MR JAMIE WILLIAMS (JW)
	: MRS DINAH MURDOCH (DCM)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR TIM ROLT (HCC) : CLLR PETER GIDDINGS (TVBC) : 10 PARISHIONERS

100. Apologies

100.1 Apologies were received from Cllr Mark Betteridge and Rupert Conder.

101. Public Participation

101.1 None.

102 Actions arising

102.1

It was noted that the goal mouth areas on the football pitch were in need of repair. Cllrs David Sullivan and Jamie Williams agreed to make the necessary arrangements. First stage completed, second goal mouth would be improved in the Spring.
An email request submitted by Rupert Conder to consider making repairs to the posts and railings in Church Street was discussed by councillors. It was agreed to register the maintenance project with TVBC under the parish council's list of S106 project requests for funding. Completed. Cllr Jamie Williams circulated a paper with designs and unit costs of 8 types of fencing/railings for consideration in Church St. It was noted that the same type of railing would be adopted for the Riverside footpath behind the play area.
The Clerk asked councillors to start considering any new project plans they would like to put forward for consideration under the 2016/17 budget planning cycle that the parish council would start to review at the next parish council meeting. Completed.
Proposal for Riverside footpath: Councillors discussed the proposal and agreed that that further investigation should be carried out. MT & DS to action. It was agreed to convene a site meeting to view the line of the alternative footpath and crossing. Completed

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Cllr Mark Thomas agreed to investigate a bid for a free public access defibrillator, CPR training and cabinet on behalf of the parish. In progress. The site of the defibrillator had been fully investigated and it had been narrowed down to a likely choice between the community hall and the primary school.
Councillor David Sullivan reported that remedial work was required to the track across Dene Green to repair ruts. Cllr Sullivan would investigate a supply of 'planings'. In progress. Planings had been ordered for late January delivery.
All councillors were encourage to read through the detail of the report as preparation for determining an action plan, a list of project initiatives and priorities and the likely impact on budget plans over the medium term financial covering the next 3 years. Completed
Cllr Mark Thomas and the clerk would produce the final community survey report once the survey closed on the 11th December. The report would be circulated in time for discussion at the next parish meeting on 21st December. Completed.
Councillors were invited to submit details for new projects that they would to see included in the 2016/17 budget plan to the clerk. All Cllrs to action. The clerk would then attempt to cost any new plans for inclusion in the budget as preparation for the December parish council meeting. Completed.

103. Minutes of meeting 16th November 2015

- 103.1 The minutes of the Parish Council meeting of 16th November 2015 were approved and signed by the Chairman.

104. Declarations of interest

- 104.1 Councillor Dinah Murdoch declared a personal interest in any discussions on the Riverside footpath and agreed she would not take part in any vote or decision on the matter.
- 104.1 Councillor Jamie Williams declared a personal interest in planning application 15/02759/FULLN and agreed he would not take part in any discussion, vote or decision on the matter.

105. Community Speed Watch (CSW) report

- 105.1 Rupert Conder had submitted his apologies as he was unwell. His written report was reviewed by councillors:

See appendix 1 for details of the report.

106. Hurstbourne Tarrant Community Centre (HTCC) quarterly report

- 106.1 Susie Hoare presented a summary of the HTCC quarterly report to the meeting:
- Booking enquiries continue to come in apace and financially we are on target in relation to our income and expenditure forecast for 2015/16.
 - We are actively promoting greater usage of the Centre in particular on Mondays and during weekday afternoons.
 - We would also be pleased to work with parishioners who may have suggestions / ideas on additional regular activities that could take place in the hall and who might be prepared to champion actions to get a new activity going.
 - Progress is being made with the development of a new community centre web site which will be linked to the new village / parish council site and will include the facility to check availability of the hall and to book online. The aim is to complete this task in the first quarter of 2016.

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- We are continuing to add to the ‘kit’ available in the hall through kind contributions from people in the village. We are also researching practical solutions and associated costs in order to provide a projector and screen in the hall.

See appendix 2 for full details of the report.

107. Correspondence

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

- Latest TVBC S106 statement showed that there was about £26K of developer money to be collected on behalf of the parish. This would be allocated to informal recreation, children’s play equipment and playing field improvement projects. Councillor Jamie Williams agreed to monitor progress in gaining access to funds.
JW to action.
- HOIW Devolution meeting planned for 1st March was discussed and Councillor Mark Thomas would check to see if he could attend. **MT to action.**
- Small grants scheme countryside access – application deadline 25th January 2015.
- The clerk had submitted a grant application under the Transparency Fund for costs incurred in meeting the statutory Transparency Act requirements
- HALC announced that a new sector led body for external audit of parishes councils would be appointed for the 2016/17 audit.
- Southern Water had reported good progress had been achieved in improving the integrity of the Bourne Valley sewage system from ingress by groundwater flooding.
- 9 letters of objection had been received from residents objecting to the safer route to school – A343 Crossing proposal.

108. Planning Applications

108.1 There following planning application discussed:

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

15/02775/TPON	15-Nov-15	T1 Lime - Thin crown and remove dead and storm damaged wood. Field End The Dene Hurstbourne Tarrant Andover Hampshire SP11 0AG Mr Nicholas White. No comment.
15/02759/FULLN	20 Nov 15	Alterations to garage to create ancillary accommodation and workshop, construction of timber framed extension to provide studio. Windmills Farm Cottage, Windmill Lane, Hurstbourne Tarrant Andover. Ms Elizabeth Strange. Consultation deadline has been extended and Cllr Louisa Russell will evaluate and report a recommendation to councillors for approval. LR to action.
15/02778/TREEN	27 Nov 15	2x Horse Chestnut – remove storm damaged branches. 2x Conifer – Remove. 2x Lime – Remove lower branches by up to 2m and dead and storm damaged branches. Field End, The Dene, Hurstbourne Tarrant. Mr Nicholas White. No comment.
15/02622/TREEN	30 Nov 15	T1 Crab Apple – Remove. T2 Ash – Reduce the lateral spread of the lowest branches (up to a height of 5m) by 2m, removal of base suckers. T3 Hawthorn – Fell. Sunnyside, The Dene, Hurstbourne Tarrant. Dr Jonathan Otter. No comment.
15/02894/TPON	02 Dec 15	T1 Beech - Reduce height by up to 2.5m and reduce left side to match the right. Remove deadwood and crossing branches and crown lift to 5m. 1 The Crescent Hurstbourne Tarrant Andover Hampshire SP11 0AP.

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		Mrs C Brown. No comment.
15/02930/VARN	03 Dec 15	Variation of condition 2 of 15/01739/LBWN – (Proposed two storey side and single storey rear extension) rebuild part of an existing boundary wall. Bridge Cottage, Ibthorpe Road, Hurstbourne Tarrant, Hampshire. Mr and Mrs J Riley. No comment.
15/02901/VARN	09 Dec 15	Variation of condition 2 of 15/01738/FULLN - (Proposed two storey side and single storey rear extension and erection of a garden shed) rebuild part of an existing boundary wall. Bridge Cottage, Ibthorpe Road, Hurstbourne Tarrant, Hampshire. Mr and Mrs J Riley. No comment.
15/02868/LBWN	05 Dec 15	Installation of internal secondary glazing to house 2 Rookery Cottages, The Hill, Hurstbourne Tarrant, Andover. Mrs Robina Pennells. No comment.
15/03034/TREEN	12 Dec 15	T1 Cupressus – Fell. Lloran House, Ibthorpe Road, Hurstbourne Tarrant. Mrs Margaret Russell. No comment.
15/03059/FULLN	17 Dec 15	Erection of detached double garage with gravel drive/area for parking and turning. Tree Tops Lockes Drove Pill Heath Andover. Mr and Mrs J Bass. No comment.
15/03042/TELN	17 Dec 15	Replacement of 3 antennas with 3 new antenna units together with the installation of 1 small Samo equipment cabinet, support bracketry, feeder cables and ancillary development thereto. Old Tollgate Farm Transmitting Station, Old Tollgate Farm, The Hill Hurstbourne Tarrant. EE and Hutchison 3G C/o Arqiva. No comment.

108.2 The parish clerk encouraged all councillors and residents that had an interest in any planning applications within the parish to make use a new interactive planning tracker application available on the new village and parish council website. It provides full access to all public planning documents held by the unitary authority (TVBC).

109. Councillors' reports:

- 109.1 Councillors Louisa Russell and David Sullivan had nothing further to report.
- 109.2 Councillor Dinah Murdoch commented that the community survey had raised a number requests to consider a project to level the playing field area. It was agreed to add this to the parish council's project list for further consideration.
- 109.3 Councillor Jamie Williams reported at least 4 substantial planning applications were likely to come under consideration in the near future within the parish.

110. Clerk's report:

- 110.1 The Clerk reported that the new village and parish council website was launched on 17th December.
- 110.2 Fly-tipping on the A343 at the lay-bye at Doles Wood had been reported to TVBC and was cleared within 48 hours.
- 110.3 With considerable support from Cllr Tim Rolt (HCC), an explanation has been finally obtained from BT explaining why the broadband speeds initially implemented under the phase 1 improvement programme had given inconsistent results. BT admitted that their local copper connection records were inadequate and an additional programme of work was necessary to ensure those copper connections were checked and fully upgraded. Most of this work has now been completed. Residents whose postcodes that were included in the phase 1 implementation should use the BT Broadband Checker to determine their individual ratings. Speeds available typically should be in the range of

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25-37Mbs. Residents will require an upgraded broadband service to be put on order to activate a faster service.

111 Annual review of Hurstbourne Tarrant FOI publication scheme

111.1 The clerk introduced the item and recommended that no changes to the Hurstbourne Tarrant publication scheme were required. There had been two additions to the documentation listed under the publication scheme:

- Documentation as required to be published under The Openness of Local Government Regulations 2014.
- Community Survey 2015 results.

111.2 Councillors noted the additions had been made to the listed publication.

112 Annual review of Hurstbourne Tarrant Complaints procedure

112.1 The clerk introduced the item and recommended that no changes to the Hurstbourne Tarrant complaints procedure were required. It was noted that one formal complaint had been registered with the parish council during the last year.

RESOLVED: Councillors reviewed the complaints procedure and agreed the current complaints procedure was fit for purpose.

113 The Community Survey Report

113.1 Councillors had reviewed the results of the community survey and determined a list of project initiatives and priorities to be taken forward into the budget process.

113.2 It was agreed that a summary report of the community survey findings should be drawn and published on village and parish council website. **MT & DB to action.**

114 Public Consultation – Safer Route to School – A343 Crossing

114.1 Councillor David Sullivan invited members of the public present to comment on the initial proposal for the improvement of the A343 Crossing.

114.2 In turn, 6 residents presented their views on the proposal. There was general agreement from the floor that the existing crossing had safety issues but there were objections to the proposed parish council route. In discussion, a range of opinion and views were expressed on what was the best approach to take. Three possible approaches appeared to emerge:– to keep to the existing route, to consider a route to the south exiting onto A343 by The Square opposite the George & Dragon and to consider a route to the north starting from the old church hall and exiting from the footpath by Marine Terrace onto the A343.

114.3 Councillors agreed that the primary school should be consulted on their view regarding the best approach with school children in mind. Councillor Louisa Russell agreed to approach the head teacher for comment. **LR to action.**

114.4 Councillors agreed that a public consultation should be carried out with residents on the merits and issues associated with each approach. A new consultation paper would be drawn up and published.

115 Budget Planning 2016/17

115.1 Councillors agreed a budget for 2016/17 and to set the 2015/16 precept at £14,850.

RESOLVED: Councillors completed their budget discussions and agreed a final budget plan for 2016/17 and set the precept for 2016/17 at £14,850. David Sullivan was authorised to sign and submit the precept decision notice to TVBC. – **DS to action.**

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115.2 Councillors reviewed the four subscriptions that would fall due for payment in the next financial year 2016/17.

RESOLVED: Councillors approved those subscriptions for payment in the 2016/17.

115.3 The clerk's salary was reviewed and agreed for 2016/17.

RESOLVED: Councillors approved a nil increase in the clerk's salary for the financial year 2016/17 be set using the national pay scale LC1 SCP 24 @ £10.949/hour as recommended in national pay scales published on 1st April 2013.

115.4 Councillors discussed and agreed a list of 9 new projects for further assessment and subject to appropriate funding being secured, these projects would be phased in over the next 2/3 years.

116 Next meetings and forward plan update

116.1 The next ordinary Hurstbourne Tarrant Parish Council meeting will be held on Monday 18th January 2016 in **the Hurstbourne Tarrant Community Centre** at 7.30 p.m.

Forward plan agenda items:

- Financial report for Q3 2015/16;
- Annual review of regular contracts;

117. Disbursements – 21st December 2015.

117.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1166	D R Baker	Salary Nov	£ 131.38
1169	HM Revenue & Customs	PAYE	£ 87.60
1170	HALC	Course fee	£ 42.00
1171	UK2	Web hosting fee	£ 113.76

Total authorised £ 374.74

Meeting closed at 9.25 p.m.

Signed.....

Chairman

Date:.....

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Appendix 1

Hurstbourne Tarrant Community Speed Watch Report to Parish Council December 2015

Historical Traffic Calming. Since my report in November, partly as an historical record and also to be able to show residents that the Parish Council is not only fully aware of their concerns about the speed of traffic, especially on the A343, but has implemented a number of traffic calming measures, I have compiled a list of these initiatives implemented since 2010, which is available for you to distribute or publish.

Speed Indicator Device Scheme.

We have reviewed two quotations (which may have been circulated to you) for the supply of a solar powered Speed Indicator Device. The cheaper option appears to meet our specification, but the other one has some quite attractive additional features. Regardless of these, we recommend that the Parish Council should now endeavour to raise funds to purchase the cheaper option.

It may be possible to cover the cost by:

1. The cancellation of the agreement to use the Saint Mary Bourne Parish Council SID,
2. The cancellation of the agreement with VD and other parish councils to share the SLR,
3. A grant of £1,000 from HCC Councillor Tim Rolt,
4. A grant from TVBC Council Asset Fund.

The optimum effect on reducing the speed of traffic should be achieved by moving the SID every two or three weeks to one of our other sites.

We feel that ten volunteers, split into five teams of two, would be required to move the SID and solar panel on a rotational basis and, possibly, to monitor traffic speeds once in a while. Each team would “adopt” a nearby pole and be responsible for collecting the SID from the previous site, fixing it to “their” pole in accordance with an agreed roster and monitoring its security during the period that it is mounted on “their” pole.

Outstanding Traffic matters

There are two road matters outstanding, namely:

1. To limit the speed of traffic coming into the village from Newbury, it is recommended that a Build-out of the East side of the pavement to link with the Southern central traffic-splitter island near the Garage be installed.
2. The surface of the bridge has developed cracks, it is recommended that a weight limit is imposed on the bridge until it is strengthened and repaired.

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Appendix 2

Hurstbourne Tarrant Community Centre (HTCC) Update to the Parish Council: 21st December, 2015

- Booking enquiries continue to come in apace and financially we are on target in relation to our income and expenditure forecast for 2015/16.
- An indicative breakdown of hall usage to-date (based on booked hours) is as follows:

Regular bookings:

Fitness Classes (various – weekly)	46%
Scouts & Cubs (weekly) and Beavers (monthly)	10%
Parent & Toddlers Group (weekly)	7%
Local meetings (monthly/quarterly)	6%
	69%

Events:

Local events *	23%
Non-local events	8%
	31%

(* Local means an event booked by a resident of the parish)

- Given that the majority of regular bookings take place on Tuesday to Friday mornings; and on Tuesday to Thursday evenings, event bookings primarily currently take place on weekday afternoons (particularly events such as childrens' parties) as well as at weekends. Local meeting bookings generally take place on Monday evenings.
- We are actively promoting greater usage of the Centre in particular on Mondays and during weekday afternoons. This is producing positive results. For example, the Andover Table Tennis League is keen to make use of the hall for table tennis matches, and arrangements are currently being made with them to lay on two or three 'demonstration' sessions in the hall to encourage people of all age groups to take-up or re-start table tennis as a recreational activity. Details of these sessions will be published widely in the village early in the new year.
- We would also be pleased to work with parishioners who may have suggestions / ideas on additional regular activities that could take place in the hall and who might be prepared to champion actions to get a new activity going.
- Booking management is working well and the necessity to show people round the hall prior to their desired booking date is easing off as more people become familiar with the facilities. We have produced 'handy hints' and guidance notes for hall users to encourage appropriate and considerate use of the hall and its facilities, and we also brief users on this at the start of every booked session.
- Careful co-ordination and management is needed to schedule in cleaning services and building maintenance tasks to avoid 'clashes' with hall bookings. Operationally, a pool of voluntary support to give a little bit of help on different aspects of the centre's operation is gradually being built up.
- Progress is being made with the development of a new community centre web site which will be linked to the new village / parish council site and will include the facility to check availability of the hall and to book online. The aim is to complete this task in the first quarter of 2016.
- We are continuing to add to the 'kit' available in the hall through kind contributions from people in the village (e.g. two teapots, additional cutlery and glasses have recently been donated to the Centre; and with the help of a parishioner, we are also researching practical solutions and associated costs in order to provide a projector and screen in the hall.

*The HTCC Team,
21st December, 2015*