

HURSTBOURNE TARRANT PARISH COUNCIL

Chairman: Mr I Kitson

Clerk: Mrs Miriam Edwards

Chestnut Cottage, The Dene, Hurstbourne Tarrant, SP11 0AN

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MINUTES OF ORDINARY MEETING

Monday 15th January 2018, at 7.30 pm, held at the Hurstbourne Tarrant Community Centre

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Councillors present:

Ian Kitson (IK)(Chairman),

Louisa Russell (LR),

Mark Thomas (MT)(Vice Chairman),

Miriam Edwards (ME)(Clerk).

Jamie Williams (JW)

118. Apologies for absence

118.1 Apologies were received from Councillor David Sullivan, and Borough Councillor Peter Giddings.

119. Public Participation

119.1 6 members of the public attended. There were no matters raised by the public

120. Declarations of Interest

120.1 Councillor Russell declared a personal interest in planning applications 17/03191/LBWN & 17/03190/FULLN.

121. Minutes from the previous meeting

121.1 The minutes from the previous meeting on 18th December 2017 were agreed, and signed by the Chairman.

122. Actions arising from previous minutes of meeting 18th December 2017

122.1 **Horseshoe Lane public meeting** – Councillor Russell updated that this matter was still **in progress** and a meeting was yet to be convened.

122.2 **Village Design Statement** – Councillor Williams reported that he had received 2 responses regarding this matter, from volunteers who were both qualified and had experience in architecture and design, planning policy, etc. The only skillset still required was for the administration process. This required someone with a passion for the village and the ability to organise and pull the plan together. For all to consider a likely candidate for this role. **In progress.**

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- 122.3 **Community engagement** – Councillor Thomas covered these areas in his report.
- 122.4 **HBeET** – Councillor Thomas reported that a public meeting was to be convened on 13th February at the George & Dragon PH to gauge public interest and discuss the project further. **In progress.**
- 122.5 **Hurstbourne Tarrant Community Fund** – Councillor Thomas reported that enquiries were in progress to investigate this suggestion further. **In progress.**
- 122.6 **Parish Directory/Welcome pack** – Councillor Thomas reported that this was almost nearing completion and should be available prior to the next PC meeting.
- 122.7 **Provost Hill** – Councillor Kirsty Locke updated that she had received a rather negative reply from HCC regarding this matter. Because of the lack of reported accidents at the location, the County felt there was little they could do to assist, and double white lines were inappropriate because there was a good line of sight. Their suggestion was traffic calming (which would be at the PC's expense, as it was not designated as a dangerous/casualty area) or reflective posts at the entrance to the property to highlight its existence. Councillor Locke would try again to obtain some funding from HCC.

123. Replacement Councillor

- 123.1 The Clerk updated that TVBC had issued the notice to advertise the vacancy for a replacement Councillor after Councillor Mark Betteridge's resignation at the December meeting, and the closing date for members of the electorate to call for an election had been 12th January. No such request had been received by them, so TVBC confirmed that the Parish Council could fill the vacancy by co-option. One email had been received from a potential candidate and details had been supplied. A notice of the vacancy was to be posted around the Parish noticeboards and via social media.

124. Planning Applications

- 124.1 17/03191/LBWN & 17/03190/FULLN – as these related to an application by Councillor Russell, Councillor Williams would deal with these by way of email circulation to the other councillors, particularly as Councillor Sullivan was not present.
- 124.2 18/00051/TREEN – fell x2 horse chestnuts at Field End, The Dene – Councillor Williams reported that these were allegedly dead, and were to be removed to facilitate a change in the public footpath route past the premises. No comment.
- 124.3 Councillor Williams mentioned correspondence from Mr Jim Bass at Lockes Drove regarding an alleged breach of planning approvals at the mast. In Councillor Williams' opinion, there was no breach, and nevertheless this was a matter between Mr Bass and TVBC & the original developer. At this stage, there was nothing for the Parish Council to consider.

125. Councillors' Reports

- 125.1 **Councillor Thomas** reported on the following:
- HBeET environmental project – leaflet drafted to advertise a meeting on 13th Feb to gauge the public's interest
 - Newsletter – this had been delivered between Christmas and New Year to all households in the parish (with thanks to Mrs Yvonne Hill for her assistance along the Ibthorpe Road, Horseshoe Lane and Windmill Lane). Feedback so far had been very positive. The next newsletter was planned for April.
 - Upton engagement – meeting planned for Weds 17th January to meet with the Upton residents. This had been advertised widely.

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- Parish Directory – this was almost complete and the next consideration was how to promote it – Swifts, new residents, copy at the pubs, noticeboard at HTCC.
 - Working Party – arranged for 3rd March to coincide with the Great British Spring Clean weekend. Flyers created and to circulate.
 - Litter pick – arranged for Saturday 20th Jan – informal – along Common Road from the A343 towards Pill Heath, as the laybys were becoming very littered. Councillor Williams mentioned the fly-tipping of tyres which Councillor Kitson said he would arrange to recover and recycle at no cost to the PC. Councillor Williams suggested some 'concealed camera trap' signage to discourage further offending.
- 125.2 **Councillor Williams** asked about the Parish Magazine and whether it was available online, as he had received a query. He was updated that owing to falling subscriptions, the publishers had asked for it to be removed in order that funding would not be reduced further, otherwise it may not remain viable. Councillor Williams updated that the Netherton caravans planning application was still ongoing with no end date. The policy team at TVBC had asked for clarification of the applicants' qualification, and the latest update was that they had determined there was still the need for one traveller/gypsy site in the Borough. If the application at Netherton was granted, this would meet that requirement. Councillor Williams to contact the Planning Officer for a current update.
- 125.3 **Councillor Kitson** reported that he had removed a fallen tree on Dolomans Lane earlier in the month. He had also made some running repairs to the Parish noticeboard at Dean Rise at minimal cost, and would look to repair the Upton board in due course. Councillor Kitson updated regarding a resident in the village who had agreed to start investigating setting up a database of grant funding options. Steven Lugg, HALC, runs sessions for advice.

126. Clerk's report and correspondence

- A list of the received correspondence had been previously emailed to councillors for their information.
- 126.1 - Post office update – the clerk had begun speaking to residents to gauge their opinion on whether a post office outreach service was needed or indeed wanted. This feedback needed to be given to the Post Office by 29th January, for them to progress the replacement service once the service at Dean Stores ends later in the month. The PO was keen to provide a service, and had been around the area to check for viable sites.
- 126.2 - S106 monies – the latest sheet from TVBC was still inaccurate, but the current situation was that TVBC had given assurances that invoices went out to developers in October which had been chased up in December. Just over £12,000 is still outstanding, owed to the Parish Council.
- 126.3 - Lengthsman Scheme – this financial year was drawing to a close and about £300 was still in credit (approximately 15 hours work). Councillor Williams suggested digging out the ditch at the bottom of Windmill Lane in Ibthorpe and offered to advise the Lengthsman how not to damage the BT lines. The weir traps by Dean Stores, The Dene, were 2/3rds complete, and the Lengthsman had said he would liaise with Highways to complete the remainder which were blocked and now invisible. Both these matters would be requested to be completed.
- 126.4 - Mr Nick Melhuish had been in contact and updated that he had completed a litter pick up The Hill but owing to the overgrown verges, he couldn't continue much further. TVBC had been seen in that location in the previous few days, also litter picking.

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- 126.5 - HBT5 race organisers had written in asking for a donation towards a new gas cooker to provide refreshments to race attendees. For consideration at the next PC meeting.
- 126.6 - Silver Sunday, a nationwide initiative for older people across the UK, was planning for 7th October, a day of fun and free activities. For future consideration in conjunction with the Swifts and Over 60s club.
- 126.7 - allotment rental invoices had been sent out

127. Floodwatch

- 127.1 Mr Gary Edwards briefly updated that there was a multi-agency meeting on 29th January with HCC, which he would attend and report on. In principal, more funding should be available but the Valley flood group had been asked by the Environment Agency to await further updates. He would raise the issue of Riparian owners getting involved.

128. Performance Monitoring – 2017/18 Q3 report

- 128.1 The Clerk presented the 3Q 2017/18 financial reports and confirmed that the bank reconciliation report and bank statements had been reviewed by the council's internal controller and had been signed off as a true record as required by the revised financial regulation. A list of variances of budget vs actual figures were presented to councillors.
- Resolved: Councillors agreed that no remedial action was required.

129. Annual review of regular contracts

- 129.1 To date in 2017/18 there had been no regular contracts in excess of £1000 to warrant any review. The Clerk's salary had been reviewed and approved at the December 2017 Parish Council meeting.
- Resolved: Councillors approved that no further action on contracts in excess of £1000 pa was required for the year 2017/18.

130. Disbursements

- 130.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1316	D R Baker	Salary Jan	£ 131.38
1317	HM Revenue & Customs	PAYE	£ 87.60
1318	M J Edwards	Salary Jan	£ 630.51
1319	HM Revenue & Customs	PAYE	£ 13.49
1320	SLCC	CiLCA course fee	£ 408.00
1321	M J Edwards	Printer cartridges	£ 77.68
1322	Fields In Trust	Annual membership	£ 50.00
Total authorised		£1,398.66	

131. Next Meeting 19th February 2018

- 131.1 The next Ordinary meeting of the Parish Council to be held at 7.30pm on Monday 19th February 2018 at the Hurstbourne Tarrant Community Centre.

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The meeting closed at 8.25 p.m.

Signed.....

Date:.....

Chairman

DRAFT