

Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 15 th May 2017
TIME OF MEETING	: 6.00 p.m.
VENUE OF MEETING	: COMMUNITY CENTRE
TYPE OF MEETING	: ANNUAL PARISH COUNCIL
PRESENT	: MR MARK THOMAS (MT)
	: MR JAMIE WILLIAMS (JW)
	: MR IAN KITSON (IK)
	: MR MARK BETTERIDGE (MB)
	: MRS LOUISA RUSSELL (LR)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR KIRSTY LOCKE (HCC) 3 PARISHIONERS

Note: Councillor David Sullivan took the chair.

1. Election of a Chairman of the Council

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

Note: Councillor Ian Kitson then took over as chairman of the meeting.

2. Election of a Vice Chairman of the Council

- 2.1 Councillor Ian Kitson asked councillors for nominations for the office of vice-chairman of the parish council. Councillor Mark Thomas was proposed, seconded and elected unanimously to the office of vice-chairman.

3. Declarations of acceptance of office

- 3.1 Declarations of acceptance of office were duly signed by the Chairman and 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 2017/18.

- Councillor Ian Kitson Chairman, Allotments and Environment

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- Councillor Mark Thomas Vice-chairman, footpaths, playing fields, HTCC liaison
- Councillor David Sullivan Hurstbourne Swifts
- Councillor Louisa Russell Hbt primary school liaison and play equipment
- Councillor Jamie Williams Planning, Upton and Pill Heath
- Councillor Mark Betteridge Transport, roads and road safety (CSW)

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. Councillors confirmed that no updates were necessary.

6. Subscriptions

- 6.1 Councillors had reviewed and approved the 4 annual subscription payments listed below at the parish meeting held on 19th December 2016, under minute 116.3.

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

No further action was required.

Annual subscriptions would be next reviewed in November 2017 as part of the normal budget cycle.

7 Review of deeds and trust investments

- 7.1 There were no deeds or investments that required review.
No action was taken.

8. The appointment of an internal auditor for 2017/18

- 8.1 Councillors discussed agreed to the re-appointment of Tammy King to act as the council's internal auditor in 2017/18.

RESOLVED: Councillors appointed Tammy King as the internal auditor for the financial year 2017/18.

9. Apologies

- 9.1 None.

10. Public participation

- 10.1 Note: Cllr Ian Kitson welcomed Cllr Kirsty Locke (HCC) to the meeting and congratulated her on being elected as the Hampshire County Councillor representing Andover North area.

11. Actions arising from the previous meeting:

11.1

Discussions on a suitable location of a post for a second permanent solar SID continued. Police advice was being sought. MB to action. **In progress.**

The clerk presented a draft agenda planned for the Annual Parish Meeting (APM) on Monday 15th May. It was agreed to invite Revd Trevor Lewis to attend the meeting and provide an update church news and events. DS to action. **Completed**

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Cllr Williams had been informed that the Ramblers Association had made an application to make a track into a restricted bye-way between Lockes Drove and Ambley Farm. The landowner was aware of the application. Cllr Williams agreed to monitor the situation. **Completed**

Councillor Mark Thomas agreed to continue to act as the internal controller for the parish council in 2017/18 – MT to action. **Completed.**

12. Approval of minutes of the meeting 18th April 2017

12.1 The minutes of the Parish Council meeting of 18th April 2017 were approved and signed by the Chairman.

13. Declarations of Interest

13.1 None.

14. Correspondence

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

- Victim Support had submitted a grant request application for 2017/18. It was agreed to place this request on the agenda at the June parish council meeting. **DB to action.**

15. Planning Applications

15.1 The following planning applications were discussed.

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

17/00911/TREEN	20 Apr 17	T1 - Norway Maple - Reduce height of canopy by 3 metres, G1 - various in hedgerow - remove overhanging limbs to 5 metres, T2 - Apple - reduce to height of 1.6 metres, Yew - reduce to height of 2.25 metres. Fern Cottage Church Street Hurstbourne Tarrant Andover Hampshire SP11 0AX. Mr Tim Brooks. No comment.
17/01003/AGNN	25 Apr 17	Agricultural notification for track improvements and new track construction. Doles And Rag Copse Rag Cops Lane Hurstbourne Tarrant Andover Hampshire SP11 0DG. Mr Robert Liles. No comment.
DMMO 1178	27 Apr 17	HCC Countryside Access: Application to modify the Definitive Map to record Restricted Byway. The details of the claimed routes are as follows: <ul style="list-style-type: none">• Current public status: unrecorded• Claimed public status: Restricted Byway• Grid Reference: From SU 369 541 to SU 365 535 The claimed Restricted Byway, as shown with a red line on the attached plan, runs between Vernham Street to existing Restricted Byway 33 (Locke's Drove). JW to monitor.
17/01113/FULLN 17/01114/LBWN	08 May 17	Alterations, repair and proposed extension to the rear. Adams Farm, Ibthorpe Road, Ibthorpe. Mr and Mrs Tom Kennedy. No comment.

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- 15.2 Cllr Jamie Williams briefed the meeting on the parish council's submission regarding planning application 16/02776/FULLN to the TVBC Northern Area Planning committee on the 11th May 2017. It was noted that the application was refused.

16. Councillors' reports:

- 16.1 Councillors Louisa Russell, Jamie Williams, David Sullivan and Ian Kitson had nothing to report.
- 16.2 Councillor Mark Thomas commented on the very successful HbT 5 run held on 29th April. The event was well attended and raised an outstanding amount close to £4,000 which would be shared between the HTCC and Andover Young Carers. Councillors congratulated Greg England and the HbT 5 committee for an excellent event.
- 16.3 Councillor Mark Thomas commented on the professional contribution made by Cllr Tim Rolt during his 4 year role as our HCC councillor and thanked him for his excellent support and the work he had personally carried out in our parish.
- 16.4 Councillor Mark Betteridge reported that progress was being made to identify a suitable site for the 2nd permanent solar Speed Indicator Sign. Councillors agreed once all the details had been finalised the purchase and installation of the SID equipment would go ahead. Cllr Betteridge also reminded the meeting about the 15 night time diversions planned for traffic using the A34 to be diverted onto A343 as essential maintenance work was to be carried out.

17. Clerk's report

- 17.1 The clerk reported that he would be taking a holiday from 11th to 16th June. Agenda papers for the next parish council meeting would be published one day earlier on 10th June. **DB to action.** Councillor David Sullivan agreed to act as stand-in for the clerk should any urgent items arise. **DS to action.** The clerk reported he had made returns to the PCSO and NALC surveys on behalf of the parish council. The clerk had submitted a second grant application to NALC for financial support to meet transparency act obligations. The installation of the new play equipment was scheduled to start on 30th May. The release of the 2nd phase payment would be made on 16th May to Copper Beech.

18. Next meetings and forward plan update

- 18.1 The next ordinary Hurstbourne Tarrant Parish Council meeting will be held on Monday 19th June 2017 in the Community Centre at 7.30 p.m.
- 18.2 The next **Annual** Parish Council and **Annual** Parish meetings will be held on Monday 21st May 2018 in the Community Centre.

19. Disbursements – 15th May 2017.

- 19.1 The following cheques were presented for signature:

Number	Payee		Amount
1263	D R Baker	Salary Apr	£ 131.38
1264	HM Revenue & Customs	PAYE	£ 87.60
1260	HPFA	Subscription fee	£ 40.00

Total authorised £ 258.98

Meeting closed at 6.50 p.m.

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Signed.....
Chairman

Date:.....