

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 19th March 2018, at 7.30 pm, held at the Hurstbourne Tarrant Community Centre

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Councillors present:

Ian Kitson (IK)(Chairman),
Mark Thomas (MT)(Vice Chairman),
David Sullivan (DS)

Ed Mills (EM)
Jamie Williams (JW)
Clerk (ME)

146. Apologies for absence

146.1 Apologies were received from Councillor Louisa Russell, Borough Councillor Peter Giddings and County Councillor Kirsty Locke.

The Chairman welcomed Councillor Ed Mills to the Parish Council.

147. Public Participation

147.1 4 members of the public attended. There were no matters raised by the public

148. Declarations of Interest

148.1 None

149. Minutes from the previous meeting

149.1 The minutes from the previous meeting on 19th February 2018 were agreed and signed by the Chairman.

150. Actions arising from previous minutes of meeting 15th January 2018

- 150.1 **Horseshoe Lane public meeting** – Councillor Russell was not present and no update received. **Carried forward.**
- 150.2 **Village Design Statement** – Councillor Williams suggested a public meeting to take forward the VDS project, at the G&D PH, at 7pm on Thurs 26th April 2018. **ME to organise with Patrick Vaughan-Fowler and to liaise with JW re advertising.**
- 150.3 **Provost Hill** – the Chairman passed on an update from Cllr Kirsty Locke that the Highways Dept at HCC were unlikely to change their response that as there had been no casualties at the entrance to the property, despite reported 'near misses, there was nothing they could do at this stage. Cllr Locke advised that any further incidents be reported. **Complete.**
- 150.4 **Flytipping** – Cllr Thomas updated that to date, no further fly tipping offences had occurred. Further incidents will be dealt with appropriately by PC/TVBC. **Complete.**
- 150.5 **Lengthsman Scheme** – the clerk updated that the Lengthsman scheme application process had been changed and that each parish will have hours allocated to it each month for the whole year in advance, in blocks of either half days (7.5 hours) or full days (15 hours). The PC will be able to propose how it would like its hours allocated, but it will be subject to Premier's availability and making the workload across the

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cluster efficient. The specific dates that the team will visit the parish will be scheduled in advance for the whole year, and the PC will be required to submit work orders for the allocated hours at least two weeks in advance of each scheduled date with a reminder one week before the deadline. Members were asked to consider work orders to be submitted to the Lengthsman in due course. **Complete.**

151. HTCC Quarterly Report

- 151.1 Mrs Susie Hoare gave a brief update that the income and expenditure was on target in this third year of the HTCC being in operation. 75 events had taken place so far in the financial year (July-June) and are on track to far exceed the previous year, including more community events, rather than private. Mrs Hoare felt that a six monthly update was now more appropriate, in October and April of each year, which Councillors were in agreement with.
The Chairman wished to minute the Council's appreciation of Mrs Hoare and the trustees' hard work in making the HTCC such a success.

152. Planning Applications

- 152.1 17/01736/FULLN – continuation of the siting of caravans adjacent Netherton Road, Netherton - concern was raised by Cllr Williams regarding the sustainability of the site for development, in light of the fact that all reports to date have stated that it cannot sustain the application (flooding, environmental, etc) - **ongoing.**
- 152.2 18/00329/TREEN – reduce various trees at Waylands and The Cedars, HBT – Mr Tacey – no comment

153. Clerk's Report and Correspondence

- 153.1 Correspondence –
- emails from residents regarding the A343's unsuitability after the closure of the A34 as a result of fatal RTC and rerouting down A343.
 - email from resident re bollard on 's' bend – submitted further work request to HCC with photos
 - police report – PCSO Donna Whelan was unable to attend the meeting but provided a written report, which included a crime update. There have been 5 reports to police regarding incidents in HBT this year – a theft of a battery from the boot of a car in January, and further thefts of batteries from Stoke Road a week later. Garden machinery was stolen from an outbuilding on Windmill Lane in February, and an incident of a padlock being deliberately removed to allow a horse to escape from its field on the Ibthorpe Road. Her advice was that although incidents of crime in the Parish are low, there is no room for complacency, and security should always be a priority. Donna can be contacted at donna.whelan@hampshire.pnn.police.uk for crime prevention advice, and all suspicious incidents should be reported to the police on 101 or 999 if an emergency.
 - a resident reported damaged Spot It Bag It Bin It signs back of KGV – pulled down within 24 hrs of putting up
 - HBT5 emailed to thank PC for £100 donation
 - Hampshire Trading Standards had provided a box of Buy With Confidence directories for distribution in the community

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153.2 The Clerk updated on the following:

- One side of the fence at Sheepwash Bridge (opposite the old parish hall on the Ibthorpe Road) had fallen down but ownership/responsibility was proving difficult to confirm. Cllr Kitson agreed that repairs could be done in-house by the PC using resources available.
- All Councillors had now been issued with new email addresses under General Data Protection Regulation legislation, and these would be publicised on the Parish website. The Clerk had begun emailing those on the Parish Council address lists to confirm whether they wished their details to be retained. Documents were still to be written once Legislation is confirmed in May, to be posted on the website.
- HCC had agreed that the drains outside Newbury Lodge Kennels needed attention and this would be put on the contractor's work programme and hopefully completed within 2 months.
- The second escaped horse incident in February had been confirmed as non-suspicious – the horse's field-mate had been put to sleep that day, and he had escaped trying to find her.

154. Councillors' Reports

154.1 **Councillor Thomas** reported on the following:

- permissive paths at Parsonage Farm – Cllr Thomas had nothing further to add to this subject other than there had been a great show of public feeling about the paths' closure, and that there was a fallen tree on Footpath 5 behind the church and the barbed wire fence along the footpath at the top of the steep field along the edge of Doles Wood was in a bad state of repair. The Parish Council had written to Mr Murdoch regarding both these matters. Cllr Williams added that the owner had said he would contribute to the improvement of the footpath surface, but that if the fence was repaired and the foliage cut back, this should improve with the wider path.
- HBeeT project – the first steering group was due to meet on Friday 23rd March so further updates would be available at the next meeting or direct via Cllr Thomas.
- Community Fund – all but one invitee had agreed to join a board of trustees, so the next step was to organise a meeting to discuss the setting up of the fund.
- Parish Working Party – the last village cleanup had to be postponed because of the snow on 3rd March, but this had been rearranged for Saturday 7th April. Upton were organising their own cleanup on Saturday 24th March led by Fiona Holland. The St Peter's Churchyard Working Party was also due to meet on 24th March.
- Test Valley Resilience Forum – Cllr Thomas had attended with Mr Gary Edwards, who was to write a new Emergency Plan incorporating flooding.
- Snow – Cllr Thomas also wished to thank local residents for their help during the recent periods of snow – helping with stranded motorists, providing hot drinks, and assisting neighbours.

154.2 **Councillor Williams** reported on the following:

- the owner of 'Windmills' along Common Road at Pill Heath had fenced off a roadside layby which is on his property, after a recent break-in and flytipping in his woods. This now prevents vehicles from pulling in, which was a useful passing point, but it had been done lawfully. A cyclist had complained that the barbed wire was on the wrong side.
- the Primary School in HBT were considering temporary cricket nets on the playing fields for the summer. These would be removable to allow for other events such as the Village Show. He enquired whether funding would be available from Fields In

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Trust or Sport England to assist them. **ME to contact head teacher to pass on information.**

- Church Street – farm yard behind the G&D PH – Cllr Williams had been made aware that there was a potential sale, and therefore there could be a further planning application for redevelopment of the site. He would monitor this as there would be an impact on parking along Church St.

- 154.3 **Councillor Kitson** – also wished it to be minuted that the Parish Council had been very grateful to the community for helping during the recent snow, and that letters had been written to NFU, Trinley Estate and Facombe Estate who had snow ploughed and gritted the smaller roads around the village which were not covered by HCC, and a number of individuals who had turned out with 4x4 vehicles to retrieve stranded motorists.
- Cllr Kitson was also still pursuing Aster regarding mowing of grass areas in Dean Rise, as there was a dispute over ownership.

155. Grants and projects

- 155.1 Councillor Kitson made reference to the update list of grant funding possibilities produced by Mrs Hedger, and that he, the clerk and Mrs Hedger had attended a TVBC open evening earlier in the month regarding Community Infrastructure Levy monies being available to bid for, and outstanding S106 monies due to the Parish Council. There were also opportunities from TVBC Community Services for project funding. He asked all councillors and residents to consider possible projects for the future and come up with suggestions which could be pursued.
- 155.2 The replacement of the railings along Church Street by the river could possibly be funded at the same time as the riverbed management works. Mr Gary Edwards would look into this possibility.
- 155.3 The Parish noticeboards were in a poor state and the clerk asked if these could be repaired and/or replaced, the resiting of the Dean Rise noticeboard from the junction with the Crescent down to the junction with the A343 to capture more footfall passing it, and also whether an additional board could be made or purchased for Dene Green by the bus shelter, which could be dual purpose for both Parish Council matters and for HBeeT information regarding projects on the Green.
- 155.4 Councillor Sullivan mentioned the gulleys opposite the pumping station at the bottom of Dunstan's Drove which required clearing to ensure the free flow of rainwater coming down the track was taken away rather than allowing it to cross the road. A request was made for Mr Edwards to add this to the riverbed works quote.

156. Annual Grounds Maintenance quote 2018/19

- 156.1 The Clerk updated that the annual quote for cutting the grass on KGV and the Dean Rise playing field had been received. This had increased by 3% for the financial year 2018/19 to £40.96 per visit/cut. The estimated number of cuts was 16 during the growing season, plus one spray of weedkiller at £56.09. A quote for strimming around the play equipment had been include at £16 per visit, but councillors agreed that for this first year since the new play equipment was installed, this could be done in-house using the Parish strimmer, to save this additional cost. Councillor Mills stated that the quote was very reasonable and was unlikely to be bettered by any private company. **RESOLVED: to accept TVBC quote for cutting and spraying, minus the strimming.**

157. Agenda planning

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- 157.1 The Clerk produced draft agendas for May's Annual Parish Council Meeting and Annual Parish Meeting of the electorate. A letter had been written to the head teacher of the Primary School in HBT, Mr Gareth Dee, who had provisionally agreed to attend and update on the progress of the school both before and since he took up headship in January. The local PCSO, Donna Whelan, had also confirmed her attendance. Councillors were asked to begin considering their annual reports.

158. Disbursements

- 158.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1329	D R Baker	Salary March	£ 131.38
1330	HM Revenue & Customs	PAYE	£ 87.60
1331	M J Edwards	Salary March	£ 515.47
1332	HM Revenue & Customs	PAYE	£ 128.87
1333	HTCC	HBT5 grant	£ 100.00
1334	Mr Mark Thomas	Purchase of CCTV signs	£ 17.96
1335	Mrs M Edwards	Publication – Local Councils Explained	£ 16.00
1336	Lexis Nexis	Publication - Local Council Administration – Tenth Edition	£ 66.64
1337	HALC	GDPR training for Clerk	£ 48.00
Total authorised		£ 1,111.92	

159. Next Meeting 16th April 2018

- 159.1 The next Ordinary meeting of the Parish Council to be held at 7.30pm on Monday 16th April 2018 at the Hurstbourne Tarrant Community Centre. Agenda items to include finalising the agendas for Annual Parish Meeting and Annual Parish Council Meeting in May, and performance monitoring for the financial year end 2017/18 and the Annual Return.

The meeting closed at 8.45 p.m.

Signed.....

Chairman

Date:.....