

# Hurstbourne Tarrant Parish Council



MINUTES OF MEETING	: 17 <sup>th</sup> March 2014
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: PAVILION
TYPE OF MEETING	: ORDINARY
PRESENT	: MR JAMIE WILLIAMS (JW)
	: MRS DINAH MURDOCH (DCM)
	: MR ALAN HAIGHTON (AH)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR D BAKER (DB)
ALSO PRESENT	: CLLR TIM ROLT (HCC) : CLLR PETER GIDDINGS (TVBC) : RUPERT CONDER : ANDREW RUSSELL : 7 PARISHIONERS

## 168. Apologies

168.1 Apologies were received from Cllr Nick Melhuish.

## 169. Public participation

169.1 None

## 170. Actions arising from the previous meeting:

170.1

Councillors agreed to transfer AGAS responsibilities to Cllr Alan Houghton and Rupert Conder would lead the CSW scheme. <b>Completed.</b>
Replacement of 30mph sign at north end of village; Cllr Tim Rolt to action. <b>In progress.</b>
The PC notice board located near Dines Close was water damaged and was in need of repair. DS to action. <b>In progress.</b>
A parishioner's request to review pedestrian safety outside Fourwinds was discussed and it was agreed to request additional wooden bollards be installed. <b>In progress..</b>
A concern over delays to repairs to the parish car park had been raised by a parishioner. <b>Completed.</b>

Councillors discussed the options available and agreed how best to allocate the funds across the George V play fields, Dean Rise and Dines Close play areas. It was requested that the Chairman and clerk should draw up a project list for submission to TVBC. **Completed.**

## **171. Approval of minutes of the meeting 17<sup>th</sup> February 2014**

- 171.1 The minutes of the Parish Council meeting of 17<sup>th</sup> February 2014 were approved and signed by the Chairman.

## **172. Declarations of Interest**

- 172.1 None.

## **173. CSW report**

- 173.1 Rupert Conder presented a brief CSW report that covered the following topics:
- Little progress to report as the main focus had been on flood protection measures;
  - Still waiting for some volunteers to complete their application forms;
  - A meeting will be arranged of all volunteers and for the community to explain with the help of the police, the aim of Community Speed Watch Scheme and how it will operate. **RC to action.**

## **174. Development Trust Report**

- 174.1 Andrew Russell presented a summary of his March report to the meeting.
- A HCC capital grant for £150k had been awarded to the community hall project;
  - A private £10K donation had been pledged;
  - Church Hall proceeds of sale – a memorandum of agreement was being drawn up between the Development Trust and Church Hall Trust;
  - Further grant applications were being developed;
  - Design amendments were being finalised with TVBC planning officers;
  - Bat mitigation measures were being planned for April prior to the planned demolition of the pavilion in late July;
  - Finally, a resolution for a lease has been approved for the land currently occupied by the pavilion and associated car park by the trustee of the King George's Field to the Development Trust.

See appendix 2 for details of the report.

## **175. Correspondence**

- 175.1 The list of correspondence received during the month was read and passed to the relevant councillor.
- 175.2 Three items were drawn to councillors' attention:
- St Peter's Churchyard – request for a donation towards the upkeep of the churchyard. It was agreed to place this on the agenda for the April PC meeting. **DB to action.**
  - Cllr David Sullivan will attend a Service of Commemoration to mark the Centenary outbreak of WW1 Sunday 22nd June 2014, 3.30pm to 5.30pm at Winchester Cathedral

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- Church St - temporary closure 17<sup>th</sup> March to seal a manhole 18.00 – 24.00 – **has been postponed**. Date to be rescheduled once flooding had receded.

## 176. Planning Applications

176.1 There following planning four applications discussed:

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

14/00343/LBWN	19 Feb 14	Internal alterations to remove and infill partition walls to form kitchen and utility rooms, new doorway inserted to south elevation linking dining/hall with utility/kitchen. The Maltings, Ibthorpe, Andover, SP11 0BJ. Mr & Mrs R Baker. <b>No comment.</b>
14/00373/FULLN 14/00374/LBWN	14-Feb-14	Erection of rear extension to provide utility room, WC and hall with shower room above. Erection of balcony and alter glazing on East elevation, install bay window to living room. Change use of land South of cottage to garden. Rose Cottage Upton Andover Hampshire SP11 0JP. Mr And Mrs John Hobbins. <b>No comment.</b>
14/00437/TREEN	24 Feb 14	T1 – Ash – coppice to ground level; T2 – Ash – reduce by approx. 40%; T3 – Apple – reduce by approx. 30%. Upper Ibthorpe Farm House, Horseshoe Lane, Ibthorpe. Mr Timothy Coles. <b>No comment.</b>
14/00495/LBWM	28 Feb 14	French doors to existing attached store. Stanley Cottage Church St, Hurstbourne Tarrant, Andover. Mr Mark Thomas. <b>No comment.</b>

## 177. Councillors' reports

- 177.1 Councillor David Sullivan had nothing further to report.
- 177.2 Cllr Jamie Williams reported that Upton had set up their own flood management action group and were assessing what emergency flood protection equipment should be held on behalf of residents.
- 177.3 Cllr Dinah Murdoch reported that the teenage sheltered had been vandalised and the individual concerned had been reported to our local PCSO.
- 177.4 Cllr Alan Houghton reported he was monitoring and reporting a number of potholes that emerged following the recent flooding. It was noted that there were several dangerous potholes in the flooded areas along Netherton Bottom.

## 178. Clerk's report

- 178.1 A response to the Bellwin letter from TVBC would be submitted by 24<sup>th</sup> March.
- 178.2 Councillors were requested to provide their annual reports to the clerk for publication at the Annual Parish meeting on 19<sup>th</sup> May. **Cllrs to action.**
- 178.3 The internal audit of the 2013/14 accounts had been fixed for the 22<sup>nd</sup> April'.
- 178.4 A grounds maintenance quote of £673.07 had been received from TVBC for 2014/15 grass cutting contract. Councillors agreed to accept the quote. **DB to action.**

## 179. Goundwater flooding

- 179.1 Cllr David Sullivan reported that a considerable amount of work was taking place to collect and collate information on the recent groundwater flooding. It had been agreed to set up a separate working party to develop a water management plan and a strategy to deal with future flood events within the Bourne valley.

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- 179.2 A number of local residents had volunteered to join the working party to ensure a full range of views and expertise were represented on the working party.
- 179.3 The first meeting of the working party would be scheduled for a Monday evening in the Pavilion – date to be confirmed shortly. **DS to action.**
- 179.4 Cllr Peter Giddings (TVBC) confirmed that a HCC contractor would arrange for all sandbags to be collected from flood affected areas. It was noted that any residential properties or local businesses directly affected by flooding for a minimum of 1 day were entitled to seek a three month council tax rebate. An application form was available on the TVBC website [www.testvalley.gov.uk](http://www.testvalley.gov.uk). The parish clerk was asked to submit a public notice to the parish magazine regarding sandbag collection and the council tax rebate scheme. **DB to action.**

## 180. Agenda Planning -

- 180.1 The clerk presented sample agendas for the two annual meetings to be held on the 19<sup>th</sup> May. Councillors agreed that the Annual Parish meeting would concentrate on three main agenda items: The community hall project report, the parish council annual report and a ground water flooding report. The draft annual parish council meeting agenda was also agreed.
- 180.2 Councillors confirmed that they wanted to hold both annual meetings on the 19<sup>th</sup> May.

## 181. Next meeting and forward plan update

- 181.1 The next **Hurstbourne Tarrant Parish Council** meeting will be held on Monday 28<sup>th</sup> April 2014 in the **Pavilion** at **7.30 p.m.**

Forward plan agenda items:

- Annual Parish meeting – to finalise the agenda and agree external speakers;
- Financial reporting for year end 2013/14, internal audit and Annual Return;
- The Parish Council Annual Report

## 182. Disbursements – 17<sup>th</sup> March 2014.

- 182.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1021	D R Baker	Salary March	£ 119.22
1022	HMRC	PAYE	£ 79.60
1023	TVBC	Grounds maintenance	£ 714.35
1024	TVBC	Dog Bins	£ 228.96
1025	SLCC	Subscription fee	£ 76.00
1024	Murdoch Farms Ltd	Maintenance Feb/Mar	£ 180.00
<b>Total authorised:</b>			<b>£1,398.13</b>

Meeting closed at 8.25 p.m.

Signed.....

*Chairman*

Date:.....

## Appendix 1.

### **ACTION GROUP AGAINST SPEEDING THROUGH HURSTBOURNE TARRANT** **(AGAS)**

NO REPORT SUBMITTED TO THE PARISH COUNCIL FOR March 2014

## **Appendix 2:**

### **Hurstbourne Tarrant Development Trust** **Update to the Parish Council: 17<sup>th</sup> March 2013**

We were notified on Thursday, 6th March, that the project had been awarded a grant of **£150k** from Hampshire County Council's Community Buildings Capital Fund. This is the result of a very lengthy application process culminating in a site visit from key representatives from HCC to the Pavilion on Monday 3<sup>rd</sup> February.

In addition, we have been awarded two smaller capital grants totalling £10k from other grant bodies bringing the total grant funding secured to-date to **£160k**.

Taken together with funds raised locally (including £50k from the proceeds of the sale of the Church Hall), this means that capital funds raised to-date amount to **£437k** against the target of around £530k based on current working assumptions.

This leaves a balance of £93k needed to meet our current capital funding target. To this end, as well as continued local fund raising efforts, other bids for capital grant funding are in train, and we should know the results of most of these at the beginning of April.

Provided we can be confident that we will reach target funding levels, it is now possible that we could meet the planning requirement to migrate the bats from the pavilion roof by the end of April, and aim to start construction of the new Centre in July, immediately after the HbT Flower and Produce show.

To this end, and in parallel with further fund raising, we are working hard to complete all the other actions needed to enable us to proceed with building the new Centre. For example:

**Amended planning approval:** TVBC have responded to our request for planning advice submitted on 22<sup>nd</sup> January with respect to the design amendments. In essence, TVBC concluded that:

*"The proposal would provide an essential community facility that would have a positive benefit to the local community. It is considered that the design of*

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*the building is of a good standard, that the materials proposed are appropriate to the area, that the proposal would not cause any significant detrimental harm to the character of the area or the AONB, and would preserve the character and appearance of the Conservation Area, and that the proposal would not cause any significant harm to residential amenity or highway safety”.*

Additional guidance provided by TVBC in their response is being/has been actioned. For example:

**The requirement for an updated bat inspection.** This was carried out on 17<sup>th</sup> February and concluded that “the level of evidence of bats has not changed significantly”. As a result, a fully supported application has been submitted to Natural England for a licence to disturb the bats in April (or as a fall back, October) of this year. We have updated the County Ecologist on the current situation.

**The need for an updated Arboricultural report and statement.**

Again, this has been actioned, and we now have an updated report to include with our submission for amended planning approval.

In summary, these points together with some helpful suggestions from TVBC have informed our work on finalising:

- the detailed design and materials specification to achieve best value in terms of capital costs and operating sustainability
- drawings and specifications to satisfy Building Regulations requirements and to form the basis for contracts with a building contractor or project manager.

An application for amended planning consent, incorporating key suggestions received from within the village, as well as expert advice on achieving best value in terms of capital costs and operating sustainability, and taking into account guidance from TVBC, will be submitted in the coming week.

**Lease agreement:** Actions are being taken to execute the 125 year lease of the land currently occupied by the pavilion and associated car park by the Parish Council as trustee of the King George’s Field Trust to the Development Trust. This includes reviewing the contents of the existing draft lease, primarily to ensure it properly reflects changes in Charity Law.

In addition, in accordance with the Governing Instrument of the King George’s Field, arrangements have been made to hold a public meeting of parishioners on 17<sup>th</sup> March at which a resolution to lease the land will be presented.