

Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 18 th July 2016
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: Community Centre
TYPE OF MEETING	: ORDINARY PARISH COUNCIL
PRESENT	: MR MARK THOMAS (MT)
	: MRS LOUISA RUSSELL (LR)
	: MR MARK BETTERIDGE (MB)
	: MR IAN KITSON (IK)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR PETER GIDDINGS (TVBC) : MR KEITH SUTCLIFFE (TVBC) : 2 PARISHIONERS

35. Apologies

- 35.1 Apologies were received from Cllr Tim Rolt (HCC), Cllr Jamie Williams, Mr Rupert Conder and Mr Gary Edwards.

36. Public participation

- 36.1 Report on the Bourne Valley Flood Mitigation meeting was carried forward to the next parish council meeting Monday 19th September.
- 36.2 Keith Sutcliffe (TVBC Housing Officer) provided details on TVBC Housing Authority which is part of the Hampshire Home Choice Scheme covering 5 Local Authorities in Hampshire. TVBC hold and maintain a housing register and details of housing need identified in Test Valley. There were approximately 2000 people on the housing registered allocated into 4 priority bands determined by greatest need. In rural areas, there was a localism scheme that gave priority to individuals with a local connection to a particular village or rural area. Selection criteria include: income less than £60k pa, savings less than £16k, residency in the area 12+ months, close family connections, or employed in the area. Over the last 5 years there have been 13 vacancies in the parish of which 8 have been allocated to parishioners and 4 allocated to surrounding village residents. Currently, 11 residents in the parish were on the housing register and they were eligible to bid for local connection properties. Keith identified that it was essential that prospective tenants must be registered on the TVBC housing register in order to be considered under the local

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connection priority scheme. Keith offered to provide a list of the houses in the parish covered under the local connection scheme and he would provide an easy to understand precis of the scheme that could be advertised and made available to prospective tenants. **Keith Sutcliffe to action.** Councillors thanked Keith for his presentation.

37. Actions arising from the previous meeting:

37.1

Upton common improvements - JW to action with Upton working party. Carried forward.
A safety concern had been raised regarding the blind exits of a footpath crossing point on the A343 at Marine Terrace. It was agreed to install a small convex mirror to improve sight lines. MT/MB to action. Completed
Community Infrastructure Levy training session announced. JW to attend. Completed
Hampshire County Council survey to determine the level of need for free early years education/ childcare. LR to co-ordinate a response. Completed
HALC AGM Saturday 22nd October. DB to attend. Completed, Cllr Mark Thomas agreed to attend.
16/01288/FULLN Erection of 3 bay oak frame garage including first floor storage area with external oak staircase. The Oaks The Dene Hurstbourne Tarrant SP110AH. Mr and Mrs Broadhead. Comment to be re-submitted – JW to action. Completed
Cllr Louisa Russell will co-ordinate with the primary school head teacher to ensure support is provided to a family attending a transport panel meeting. LR to action. Completed, Cllr Tim Rolt (HCC) confirmed today that the transport appeal had been upheld and school transport assistance would be provided.
The Permissive Path under the Countryside Stewardship Scheme was in place between 2002 and 2012. In 2012, the Scheme finished and permissions were not granted post the cessation of the Scheme in 2012. Cllr Mark Thomas was asked to monitor the situation. On-going. Cllr David Sullivan agreed to talk to a resident concerned about footpath access for dog walkers. DS to action. Part of Footpath 22 had been reported as blocked by vegetation – alternative path was available but long term clearance project was being assessed.
Councillors Jamie Williams and Ian Kitson reported they had agreed to investigate car parking surface materials that could be used to provide additional parking spaces for teaching staff attending the Hbt primary school. In progress, two quotes were being drawn up.
It was agreed to invite a TVBC housing representative to attend the next parish council to discuss the application process and plan how local applicants can best be supported and represented under the scheme. DB to action. Completed.

38. Approval of minutes of the meeting 20th June 2016

38.1 The minutes of the Annual Parish Council meeting of 20th June 2016 were approved and signed by the Chairman.

39. Declarations of Interest

39.1 None.

40 Community Speed Watch

40.1 Councillor Mark Betteridge presented his July report. The new solar SLR sign was still under installation. A number of software downloads were required to set up the sign for operation. It was hoped to install the equipment in the next 2/3 weeks. A convex safety mirror had been installed at the point where the Test Way footpath crossed the A343 near the old post office. It was noted that a minor traffic accident involving a pedestrian and a car had been reported to the police who were carrying out an investigation. Cllr Tim Rolt had reported by email that he had completed a detailed survey of the valley road between HbT and Fosbury into quality issues arising from the recent road resurfacing project

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carried by HCC Highways. Cllr Rolt would be submitting his report to HCC Highways and be asking for the shortcomings identified to be repaired.

41. HTCC quarterly report

- 41.1 Susie Hoare presented her report to the meeting confirming an excellent first year of operation for the Community Centre as a thriving and highly popular village venue for all kinds of activities. By the end of June, some 5000 people have enjoyed the Centre's facilities. The forecasted income and expenditure targets for the first year of operation had been met and the building of a reserve fund had been started. Bookings over the next 3 years were building steadily as the number and range of users expands.
- 41.2 There will be an Open Evening on Friday 23rd September at 7.30pm to update everyone on the Centre's first year of operation and in thinking about ways to ensure its continuing success. Everyone will be very welcome to attend.
- 41.3 A request had been received to run a men's Sunday league football team from Whitchurch. Councillors discussed the request and after careful consideration were of the opinion that the running and maintenance costs involved were too high to absorb. It was noted that if a parish based team were interested in making use of the football facilities then that would be a more acceptable proposition.

See Appendix 1 for the full HTCC report.

42 Correspondence

- 42.1 The list of correspondence received during the month was read and passed to the relevant councillor.
- It was noted that several new grant schemes had been published that encouraged bids for project funding from parish councils.
 - Devolution of local government in Hampshire – workshop announcement.
 - Financial matters – NALC had issued a new model for parish council financial regulations. Central Government had published a new Governance and Accountability guide. The Clerk was asked to review the new regulations and to bring forward any recommendations regarding financial regulation or best practise to the next parish meeting. **DB to action.**

43. Planning Applications

43.1 The following planning applications were discussed.

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

16/01353/TREEN	21 Jun 16	T1 – T5 Sycamore – Reduce crown by up to 2m in height and 3m to clear purple maple. Bramble Bank, The Dene, Hurstbourne Tarrant. Mr Leopald Antelme. No comment.
16/01538/TPON	24 Jun 16	Prune Copper Beech by at least 30% due to overhanging on roof of house, roots lifting tarmac on drive and roots close to oil pipe and mains drainage; Fell Silver birch due to old age or disease. Valentines, The Dene, Hurstbourne Tarrant. Mrs Jane Holloway. No comment.
16/01489/FULLN	30 Jun 16	Demolish existing barn and erect replacement barn. Laramie, Lockes drove, Pill Heath Hampshire. Mrs Hela Giddings. No comment.
16/01536/FULLN	01 Jul 16	Change of use to residential to include internal alterations to

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		form living space, replace flat roofs with pitched roofs and new brick gables. Village Hall, Ibthorpe, Hurstbourne Tarrant, Andover. Mr S J Smith, Mr T J Cook and Denton & Co. Trustees Limited. Car parking comment to be re-submitted – JW to action
16/01586/FULLN	13 Jul 16	Replacement of South East and North East windows. 1 The Square, Hurstbourne Tarrant SP110AA. Andrew Russell. No comment.

44. Councillors' reports:

- 44.1 Councillor Louisa Russell reported that 2 quotes were being gathered for new play-area equipment and these would be presented at the next PC meeting. **LR to action.**
- 44.2 Cllrs Mark Betteridge and Ian Kitson had agreed to act as local business champions and would be looking to enhance the service and information provided by the local business webpages on the village website.
- 44.3 Cllr Ian Kitson reported that the new allotment entrance gate had been installed and quotes were being gathered to improve the watering system available to allotment holders.
- 44.4 Cllr David Sullivan reported that a request had been raised to provide a strimmer and a new bench for the Dene Green area. Councillors agreed to approve the purchase of both items.

45. Clerk's report

- 45.1 The Clerk asked permission to attend a HALC training session on best practise for budget setting for small rural parishes. The request was approved.
- 45.2 The Clerk reported that the HbT digital hub information stand at the village show was successful and a further 6 champions were briefed and signed up to support the HbT/HugoFox digital hub pilot for the parish.

46. Performance Monitoring – 1Q 2016/17 Financial Report

- 46.1 The clerk presented the 1Q 2016/17 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 regulations.

Overall spending was in line with budget plans.
RESOLVED: No remedial action was required.

47 Scheme of delegation

- 47.1 The clerk presented a proposed scheme of delegation to be operated during the summer recess which was discussed and agreed as follows:
- Planning applications where decisions were required before the next PC meeting on 19th September 2016 to be delegated to Councillor Jamie Williams and at least one other parish councillor.
 - Payments falling due before 19th September 2016 that were put forward by the Responsible Financial Officer for payment would be authorised by the Chairman and cheques could be signed by any two authorised parish councillors.
- RESOLVED:** Councillors adopted the scheme of delegation.

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48 Dene Green

48.1 See Councillors reports section 44.4

49. Next meetings and forward plan update

49.1 The next Hurstbourne Tarrant Parish Council meeting will be held on Monday 19th September 2016 in the **Community Hall** at 7.30 p.m.

Forward plan agenda items:

- Bourne Valley Flood Mitigation report – Gary Edwards
- Providing notice of firework parties
- Annual review of insurance policy

50 Disbursements – 18th July 2016.

50.1 The following cheques were presented for signature:

Number	Payee	Description	Amount
1204	D R Baker	Salary July	£ 131.38
1205	HM Revenue & Customs	PAYE	£ 87.60
1206	Steve Mills	Posts & Gate	£ 150.00
1207	Kitson Recycling Ltd	Gate, hinge & catch	£ 160.35
1208	Mark Thomas	Mirror	£ 34.99

Total authorised £ 564.32

Meeting closed at 8.55 p.m.

Signed.....

Chairman

Date:.....

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Appendix 1

Hurstbourne Tarrant Community Centre (HTCC)

Update to the Parish Council: 18th July, 2016

- The Community Centre continues to be a thriving and highly popular village venue for all kinds of activities. Recent examples of how the hall has been used include more christening parties, children's birthday parties, family occasions, wedding receptions, a post-thanksgiving service reception, after-school sessions for the Enham Shining Stars Club, children's indoor softball tennis coaching, a Fellowship meeting, a fund-raising fashion show, as a venue for registration and a refreshing 'cuppa' for walking groups, as a base for school children participating in the Duke of Edinburgh Awards, meetings and much more; as well as for regular bookings such as fitness classes (Pilates, Yoga and Teen Fitness), the After-School Club, the Parent & Toddlers Group, Scouts Cubs and Beavers, PCC and Parish Council meetings.
- In addition, the Centre was used as 'Race HQ' for the highly successful 2016 HBT5 Race on 30th April; for the School Summer Fayre in June, and in July for the three performances of the School Summer Production ('Pirates of the Curry Bean') and the Village Show.
- As at the end of June 2016, some 5,000 people have enjoyed the Centre's facilities – local parish residents, the wider 'Bourne Valley' community, and residents of surrounding towns such as Andover. User feedback continues to be extremely positive – both on the centre and its facilities; and on the booking process and associated customer care.
- The forecast income and expenditure targets for the first year of the Centre's operation (1 July 2015 – 30 June 2016) have been achieved.
- The Centre is already booked for numerous events including parties, wedding receptions and so on during the remainder of 2016 and in 2017, and we have a confirmed booking for a wedding reception in 2018. A small team of volunteers is organising a 'Saturday Night Fever' village party in the Centre to be held on 12th November, 2016.
- In addition to existing regular classes and activities, from September the Centre will also be used for the monthly HbT Historical Society meetings, table tennis sessions, an additional weekly After School Club session, and a new weekly fitness class for the Over 60's.
- A request has also been received from David Rolfe who runs a men's Sunday league football team based in Whitchurch (FC Wildebeest) for their Reserve Side to use Hurstbourne Tarrant football pitch and the Centre's changing rooms for this upcoming season.
- Of course, behind the scenes an enormous amount of 'unseen' work happens on behalf of the village to run the Centre effectively and to keep it in good condition.
- A pool of voluntary support is gradually being built up, but more is needed to help occasionally with the operational and maintenance aspects of the building. Very many thanks are due to the Parish Working Party who again in May swept the paviers and the car park demarcation lines, and also gave the kitchen a spring clean. It makes such a difference!
- We are holding an **Open Meeting on Friday, 23rd September 2016 at 7.30 pm for 8.00 pm** in the Community Centre to update everyone on the Centre's performance in its first year of operation, and to involve as many people as possible in thinking about ways to ensure its continuing success. Everyone is very welcome to come along.

The HTCC Team, 18th July, 2016