

**TICHBORNE PARISH COUNCIL**  
**Minutes of an extra-ordinary meeting of the Parish Council held at**  
**7.00pm on Tuesday 18<sup>th</sup> June 2019 at Alresford Golf Club.**

**20/11) Apologies.**

Mrs G Hugh	Councillor
Mr N Kinder	Councillor
Mr A McWhirter	Councillor (for late arrival)
Mr A Stewart	Councillor
Mr R Humby	County Councillor
Mr H Lumby	District Councillor
Mr L Ruffell	District Councillor

**Present.**

Mr R Raimes	Chairman
Mr R Foot	Councillor
Mr J French-Brooks	Councillor
Mr A McWhirter	Councillor (from 7.55pm)
Mr B Gibbs	Clerk

**20/12) Declarations of Interest.**

a) None recorded.

**20/13) To approve the minutes of the Annual Council Meeting of Tichborne Parish Council held on 1<sup>st</sup> May 2019 (Previously circulated).**

Cllr Raimes proposed and Cllr Foot seconded the proposal that the minutes of the Annual Council Meeting of Tichborne Parish Council held on 1<sup>st</sup> May 2019 be approved.

It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chairman.

**20/14) Public Session.**

a) There were no members of the public present.

**20/15) Finance and Orders for Payment.**

a) To pay all approved grant applications for the year 2019-20 as follows.

i) Tichborne Park Cricket Club. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government (Miscellaneous Provisions) Act 1976 Section 19.

Tichborne Parish Council having previously considered the grant application for the year 2019-20 from the Tichborne Park Cricket Club **approved** the payment of a grant of £300.00p

ii) St Andrew's Parochial Church Council. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 137.

Tichborne Parish Council having previously considered the grant application for the year 2019-20 from the St Andrew's Parochial Church Council **approved** the payment of a grant of £300.00p

Chairman's signature .....

date.....

iii) Winchester Citizens Advice. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 142.

Tichborne Parish Council having previously considered the grant application for the year 2019-20 from the Winchester Citizens Advice **approved** the payment of a grant of £300.00p

iv) Alresford & District Agricultural Society. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 144.

Tichborne Parish Council having previously considered the grant application for the year 2019-20 from the Alresford & District Agricultural Society **approved** the payment of a grant of £300.00p

v) The Olive Branch Christian Counselling Service. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 142.

Tichborne Parish Council having previously considered the grant application for the year 2019-20 from the Olive Branch Christian Counselling Service **approved** a grant of £300.00p.

b) The Clerk proposed the following orders for payment as follows:

V563 The Olive Branch Christian Counselling Service. Grant Payment 2019-20. £300.00p  
V564 St Andrew's Church (Tichborne) Parochial Church Council. Grant Payment 2019-20. £300.00p  
V565 Alresford & District Agricultural Society. Grant Payment 2019-20. £300.00p  
V566 Winchester & District Citizens Advice. Grant Payment 2019-20. £300.00p  
V567 Tichborne Park Cricket Club. Grant Payment 2019-20. £300.00p  
V568 HALC Annual Subscription and NALC Levy. £154.00p  
V569 Lightatouch Internal Audit Services (Internal Audit 2019-20). £230.00p  
V570 Alresford Golf Club Room Hire 18th June 2019. £20.00p  
V571 B.V.Gibbs. Reimbursement of the Zurich Municipal Annual Insurance Premium 1<sup>st</sup> June 2019. £218.96p  
V572 B.V.Gibbs Salary Mar-Apr 2019. £161.60p  
V573 B.V.Gibbs Salary May-Jun 2019. £161.60p  
V574 HMRC PAYE/NIC Mar-April 2019. £40.40p  
V575 Mr Robert Raimes. Reimbursement of community defibrillator costs. £1636.80p

The Parish Council **resolved** to approve these orders for payment.

c) To receive the draft accounts for the year 2018-19.

The draft accounts for 2018-19 were presented for review by the Parish Council.

Cllr French-Brooks proposed, Cllr Raimes seconded and it was **resolved** to approve the accounts for 2018-19.

d) The Internal Auditor has carried out a review of the Parish Council's accounts for the year ended 31<sup>st</sup> March 2019 and has completed an audit report.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to receive and approve the Internal Audit report.

e) To approve the annual governance statement - Section 1 on page 5 of the Annual Governance & Accountability Return.

Cllr Foot proposed, Cllr Raimes seconded and it was **resolved** to approve this item.

f) To approve the accounting statements for 2018-19 - Section 2 on page 6 of the Annual Governance & Accountability Return.

Cllr French-Brooks proposed, Cllr Raimes seconded and it was **resolved** to approve this item.

Chairman's signature .....

date.....

g) Authorise the Chairman and the Clerk to sign Section 1 and Chairman and the Clerk (acting as the RFO) to sign Section 2 of the Annual Return.

Cllr Foot proposed, Cllr Raimes seconded and it was unanimously **resolved** to approve this item.

The Clerk and Cllr Raimes then signed sections 1 and 2 of the Annual Governance & Accountability Return.

h) Authorise the Chairman and the Clerk (acting as the RFO) to sign the Smaller Authorities Certificate of Exemption on page 3 of the Annual Governance & Accountability Return.

Cllr French-Brooks proposed, Cllr Foot seconded and it was unanimously **resolved** to approve this item.

The Clerk and Cllr Raimes then signed the Certificate of Exemption of the Annual Governance & Accountability Return.

## **20/16) Correspondence.**

Cllr Raimes spoke about an item of correspondence from a parishioner regarding the continuing issues with graffiti at the A31 viaducts at Ladycroft and at the Cricketers Arms. The Clerk said that he would report these problems to Hampshire Highways. He was also asked to report potholes at the A31 viaduct supports at the side of Riverside Farm Lane.

The Clerk said that he was concerned that he was not receiving all of the planning application notifications affecting the village from the two planning authorities.

He was particularly concerned that a recent application from Tichborne Park Cricket Club had been dealt with by the SDNPA planning department without the Parish Council being invited to comment.

He said he would follow this up with both the SDNPA and Winchester City Council.

Councillors were also concerned about the progress of the Cricket Club's project to re-develop their pavilion and ask the Clerk to invite a representative of Cricket Club to come to the next meeting.

Cllr Raimes also said that he would have an informal chat with representatives of the Tichborne Estate.

## **20/17) Environment, Highways & Transport.**

a) Parish Lengthsman. The Clerk said that currently the Lengthsman scheme did not have any administrative support. It was his understanding that there may be two offers from smaller parish councils to take on the responsibility of providing the necessary officer time. He would provide a further update to the next meeting.

Cllr French-Brooks spoke about his efforts to litter-pick the highway verges and footpaths in the village. He asked if there was any insurance cover from the Parish Council's policy whilst he did this. The Clerk said that he would ask the Parish Council's insurer for an opinion. It was suggested that Cllr French-Brooks should undertake this work as an approved duty with the support of the Parish Council.

Cllr Raimes proposed and Cllr Foot seconded the proposal that all councillors were able to undertake Non-Highway and Rights of Way litter picking as an approved duty provided suitable Personal Protective Equipment (PPE) was used and that a suitable risk assessment is undertaken.

These items included the wearing of protective gloves and hi-viz jackets where appropriate.

This proposal was **resolved** unanimously.

b) Community defibrillator. Cllr Raimes informed the meeting that the defibrillator has now arrived and been paid for. It is due to be installed at the Tichborne Arms over the next few weeks. Cllr Raimes said that he would provide a report to the next meeting in the hope that the device will then be operational.

Chairman's signature .....

date.....

**20/18) Any other report which the Chairman deems urgent – NO DECISIONS to be made.**

The Clerk spoke about the current Licensing application by the Boomtown Festival Ltd and also about a couple of planning applications at the Matterley estate.

He said that he would be attending the licencing hearing due to be held at the Guildhall on the 30<sup>th</sup> July in order to raise the Parish Council's objections to this application.

He also said that he would shortly be submitting comments the SDNPA regarding an application to construct two farm tracks at the Matterley Bowl.

He concluded his report by saying that the decision notice regarding the recent change of use application at the site has not been issued.

As there was no further business the meeting closed at 8.53pm

Members of the Tichborne Parish Council are summoned to the next Meeting of the Parish Council to be held on 19<sup>th</sup> August 2019 at 6.30pm at the Alresford Golf Club beginning at 6.30pm.

**Brendan Gibbs,  
Clerk to the Parish Council of Tichborne.**

Chairman's signature .....

date.....