

**TICHBORNE PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held at 6.30pm on**  
**Tuesday 5<sup>th</sup> January 2016 at Alresford Golf Club.**

**16/50) Apologies.**

Mrs G Hugh	Councillor
Mr N Kinder	Councillor
Mr R Raimes	Councillor

**Present.**

Mr P Kilmister	Chairman
Mr J Curtis	Councillor
Mr A McWhirter	Councillor
Mr R Foot	Councillor (from 6.40 pm)
Mrs A Thacker	District Councillor
Mr R Huxstep	County Councillor (from 6.33pm)

Mr B Gibbs                      Clerk

**16/51) Declarations of Interest.**

None recorded.

**16/52) To approve the minutes of the last Ordinary Meeting of Tichborne Parish Council held on 3<sup>rd</sup> November 2015.**

Cllr Curtis proposed and Cllr McWhirter seconded the proposal that the minutes of the last Ordinary Meeting of Tichborne Parish Council held on the 3<sup>rd</sup> November 2015 be approved. It was **resolved** that the minutes be accepted as an accurate record and were duly signed by the Chairman.

**16/53) Reports by the County and District Councillors.**

Cllr Huxstep wished everyone a Happy New Year and commented that his report from November 2015 had been circulated to all members. He began his current report by commenting on the proposal for the devolution of powers from central government to the proposed Combine Authority of Hampshire and the Isle of Wight. There is currently a delay with this process due to fundamental differences between the various parties of a financial and administrative nature

He continued by saying the Revenue Support Grant received from the Treasury would decrease by a further £29 million. Recent events in the County have shown that there is a very good response to situations such as high winds and flooding by the emergency services and the various departments within the County Council. He concluded by saying that the electoral review of Hampshire County Council will be discussed at the next Full Council meeting.

Cllr Curtis raised concerns regarding the condition of Riverside Farm Lane and the pot holes that are adjacent to the A31 viaduct.

Cllr Thacker commented on the recent electoral review of Winchester City Council and passed a copy of the new ward map to the Clerk. An electronic version of this document was requested. Cllr Thacker also commented briefly on the situation with flooding issues within the district and the ground water levels of the many bore holes locally.

Chairman's signature .....

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**16/54) Public Session**

There were no members of the public present.

**16/55) Finance and Orders for Payment.**

The Clerk began his report by commenting on the aftermath of an incident that took between meetings back in the autumn of 2015. This concerned a briefcase containing council papers being stolen from his car. Although the briefcase was recovered with all papers intact it had been necessary to cancel a cheque book and paying-in book.

The following cheques were cancelled.

- V426 HMRC PAYE/NIC July-Aug 2015 £37.00p (This cheque has now been cancelled).
- V428 B.V.Gibbs Expenses April-August 2015 £55.99p (This cheque has now been cancelled).

**Cheques 429 to 450 inclusive were cancelled as a result of the theft. The Internal Auditor has been informed of this event and of the actions taken.**

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

- V451 BDO LLP External Audit Fee 42.00p
- V452 HMRC PAYE/NIC July-October 2015 £74.00p
- V453 Alresford Golf Club room hire 3<sup>rd</sup> Nov 2015 £20.00p
- V454 HALC Pension Training Seminars £120.00p
- V455 Information Commissioner’s Office Annual Registration Fee £35.00p
- V456 B.V.Gibbs Expenses April-August 2015 £55.99p.
- V457 Alresford Golf Club room hire £20.00p
- V458 B.V.Gibbs Salary May-June 2015 £148.00p
- V459 B.V.Gibbs Salary July-August 2015 £148.00p
- V460 B.V.Gibbs Salary September-October 2015 £148.00p
- V461 B.V.Gibbs Salary November-December 2015 £148.00p
- V452 HMRC PAYE/NIC November-December 2015 £37.00p

It was unanimously **resolved** to approve these orders for payment.

The Clerk reported that the Parish Council’s bank account contained the sum of £13,512.43 as at 31<sup>st</sup> December 2015. The Clerk brought to the meeting’s attention previous bank statements showing the position at the end of June 2015 and September 2015.

Cllr Kilmister **signed** the corresponding bank statements.

b) The Clerk began the precept discussion by reminding everyone of the figures for the current year 2015-16. There was a total sum of £4696.19 that was made up of a precept of £4339.31 and a council tax support grant of £356.88. Within that calculation there were two earmarked funds. These were the sum of £800 to cover the potential costs of new notice boards and a sum of £900 to cover the potential costs of a contested election in May 2018.

The Clerk then said that over the last few years a sum of £1,000 had been accrued to pay for repairs to the two bus shelters at the Ladycroft crossroads. This sum is not earmarked at the moment. The Clerk advised the Parish Council that it might be wise to do this now as there is the potential for repairs to be undertaken over the next few years. There was also a further £200 in this year’s budget proposal to be added to this figure.

After some further discussion it was proposed by Cllr Kilmister and seconded by Cllr Curtis that a figure of £1,200 should be earmarked to cover future repairs to the existing Shelters.

It was unanimously **resolved** to approve this.

Chairman's signature .....

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Cllr Curtis asked if consideration be given to the provision of a Bus Shelter at the north eastern side of the Ladycroft junction of the B3047. This would serve the bus route 64/X64 heading towards Winchester. The Clerk would report to the next meeting regarding this issue.

The Clerk than explained how the precept was calculated using the tax base and the Council Tax Band D property rate. For information the Tax Base for 2016-17 at Tichborne will be 108.16

It was proposed by Cllr Kilmister and seconded by Cllr Curtis that Tichborne Parish Council requests a precept contribution of £4297.19 from Winchester City Council for the year 2016-17.

It was unanimously **resolved** to approve this.

It was proposed by Cllr Curtis and seconded by Cllr Kilmister that Tichborne Parish Council accepts a support contribution of £455.97 from Winchester City Council for the year 2016-17.

It was unanimously **resolved** to approve this.

The Clerk was therefore asked to request a total payment of £4753.16 from Winchester City Council as the funding for the Parish Council for the financial year 2016-17.

Cllr Kilmister said that this was the seventh year in succession that the Parish Council had held the level of precept to a 0% increase with no changes needed.

c) The Parish Council's budget for 2016-17 was then considered.

The Clerk listed each item for consideration.

As usual, the largest expense was the Clerk's salary costs totalling £1100 for 2016-17. This is calculated at a rate of £9.25 per hour with 10 hours work each month. However, The Clerk said that over the last 18 months or so there have been times where the number of hours worked has exceeded the number of paid hours. He continued by saying that he would like a review done at the Annual Council Meeting in order to identify if there was a need to vary his contract of employment regarding the total hours he was contracted to work each month.

The Parish Council's insurance policy was the next biggest single expense. The Parish Council had undertaken a review of the insurance policy in June 2011 resulting in a fixed cost of £270.15p for a three-year term. That agreement had now expired and the cost of the policy for 2014-15 was £278.95. This year the Parish Council had chosen to switch its insurance provider from Aviva PLC to Zurich Municipal Ltd. This had further reduced the premium to £195.04

It was **agreed** to allocate a budget of £250 to the policy for 2016-17 due to the potential need to insure new assets.

Other regular expense items for consideration were the room hire costs for each meeting and maintenance costs of the assets of the Parish Council.

Alresford Golf Club has indicated that room hire fees will remain the same for the foreseeable future. As a result the Parish Council **agreed** to allocate a sum of £140 to cover these costs for the year ahead.

The Clerk told the meeting that the average outgoings of the Parish Council (excluding an election year) were approximately £3,000. Councillors were asked to consider supporting several projects that would enhance facilities locally.

The potential to provide new notice boards was discussed and the Clerk was asked to enquire about the supply of a notice board at Bakeland Gardens as well as those at Ladycroft and the Village Centre.

It was proposed by Cllr Foot and seconded by Cllr Curtis that the Parish Council allocates a Chairman's Fund of £100 in 2016-17 to cover the costs of refreshments at the Annual Parish Assembly and other sundry items.

Chairman's signature .....

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It was unanimously **resolved** to approve this.

d) Grant applications from local organisations were then considered.

The grant applications that were received for 2016-17 were from St Andrew's Church PCC for £250, Tichborne Park Cricket Club for £200 and the Winchester Citizen's Advice Bureau for £100. It was proposed by Cllr Kilmister and seconded by Cllr Curtis that the Parish Council approved the three grant applications in full.

It was unanimously **resolved** to approve these.

A further application from the St Andrew's Church PCC in respect of a proposal for the maintenance of the Churchyard had been considered and approved last year.

It was felt that further information should be requested regarding the scheme and how it was to operate in 2016-17.

Cllr Kilmister concluded the budget discussion by saying he preferred to have the final budget approved by the majority of the Council and asked for the final budget decision to be held over until the meeting in March.

**16/56) The Parish Council received the following correspondence.**

There was correspondence from Hampshire County Council regarding September 2016 school admissions and from the Local Government Association regarding smaller Council Audits.

**16/57) Planning & Licensing.**

a) Planning applications.

Reference: SDNP/15/06383/FUL

Address: Grange Farm Riverside Farm Lane Tichborne Alresford SOI24 0NE

Proposal: Installation of private riding area.

The Parish Council of Tichborne would like to comment that it has no objection to the above proposal.

The Parish Council of Tichborne would like to record that the applicant is the wife of a Tichborne Parish Councillor, Cllr Robert Raimes.

It should be noted however, that Cllr Raimes sent his apologies and did not attend the meeting at which this application was discussed.

All councillors in attendance at the meeting declared a personal interest by virtue of the fact that Cllr Raimes is known to them both as a neighbour and as a fellow councillor.

b) Cllr Kilmister commented that there had been an application submitted by the Matterley Estate applying for a change of use at the Matterley Bowl in order to lawfully hold festivals and events such as Tough Mudder and Boomtown.

Cllr Kilmister asked that all councillors look at the application documents when they are published on the SDNPA Planning portal. It may be necessary to comment on the application between meetings with these comments being received at the next meeting.

c) The Tichborne Park Cricket Club have submitted some expense claims to Winchester City Council in order to recover their costs via the S106 funds held by WCC arising from the Spring Gardens development.

Chairman's signature .....

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**16/58) Environment, Highways & Transport.**

a) Cllr Curtis told everyone that the Lengthsman had visited in November and was due to visit again sometime in February.

b) Cllr Kilmister spoke briefly about Riverside Farm Lane and asked the Clerk to inform Hampshire Highways and Cllr Huxstep about the situation with potholes at Mill Cross and the A31 Viaduct.

c) Members discussed the various options suggested with regard to celebrating the 90<sup>th</sup> Birthday of HM The Queen. It was agreed that events on the 21<sup>st</sup> April and the weekend of the 11<sup>th</sup> and 12<sup>th</sup> June were most suitable.

Further discussion will take place at the next meeting in early March.

**16/59) Community Safety.**

There was no report to receive.

As there was no further business the meeting closed at 7.55pm

Members of the Tichborne Parish Council are summoned to the next meeting of the Parish Council to be held on Monday 7th March 2016 at the Alresford Golf Club beginning at 6.30pm.

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

Chairman's signature .....

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