

**Hurstbourne Tarrant Parish Council**

# **Hurstbourne Tarrant Parish Council**

**Annual Report 2014/15**

# Hurstbourne Tarrant Parish Council

## Introduction

The parish of Hurstbourne Tarrant is located in the Bourne Valley in North Hampshire. It lies in a designated area of outstanding natural beauty and makes up part of the North Wessex Downs. There are three centres of population made up of the village of Hurstbourne Tarrant, the hamlet of Ibthorpe and approximately half the village of Upton. It is a small rural parish consisting of 385 dwellings with 656 parishioners on the electoral register. Although there are a number of local businesses, there is no major centre of employment. Public transport is very limited but the area contains beautiful scenery and offers many footpaths and bridleways. Most of the built areas within the parish of Hurstbourne Tarrant are designated within a conservation area containing a high proportion of listed buildings including a number of thatched barns and cottages dating from the early to mid 17<sup>th</sup> century.

Some of main parish facilities include:

- Village Church of St Peters ;
- Primary school – approximately 110 pupils;
- King George V playing fields, newly built community centre and public car park;
- Village shop/post office;
- Garage shop and cafe;
- Village public house;
- Hurstbourne Tarrant Royal British Legion.

**The parish council** is a small body made up of 6 councillors and it meets every month. The parish council comes under jurisdiction of Test Valley Borough Council which in turn is under Hampshire County Council.

The council levies a precept of £14,850 pa (equivalent to £41.13 pa/household at band D rating) and on average year has an expenditure of approximately £16,500 pa. The council employs one person – a part time Clerk / Responsible Finance Officer.

The parish council does not operate any system of committees, given its small size, all business is transacted by the full parish council and occasionally working parties may be established to carry out project work. Each councillor has a portfolio of responsibilities which are assigned at the annual parish council meeting held in May.

# **Hurstbourne Tarrant Parish Council**

## **Elected Parish Councillors as 18<sup>th</sup> May 2015**

**David Sullivan (Chairman)** - Portfolio: Allotments

**Jamie Williams (Vice-chairman)** - Portfolio: Planning, Upton Village and Pill Heath

**Dinah Murdoch** - Portfolio: King George V Playing Field

**Louisa Russell** - Portfolio: Hurstbourne Tarrant primary school

**Mark Thomas** – Portfolio: Environment, footpaths and dog scheme

**Note: Following the 2015 May elections there is one vacancy to be filled by co-option**

### **Test Valley Borough Councillor**

Bourne Valley - Mr Peter Giddings, 16 Shepherds Rise Vernham Dean Andover SP11 0HD –  
01264 737647, mobile 07721 051832, Email: [cllrpgiddings@testvalley.gov.uk](mailto:cllrpgiddings@testvalley.gov.uk)

### **Hampshire County Councillor**

Andover North – Mr Timothy Rolt – UKIP. The Chestnuts, Church Lane, Goodworth Clatford,  
Andover, Hampshire, SP11 7HL. Telephone: 01264 358365 Mobile: 07795 204233.

Email: [timothy.rolt@hants.gov.uk](mailto:timothy.rolt@hants.gov.uk)

# **Hurstbourne Tarrant Parish Council**

## **Parish Councillors' reports for 2014/15**

**Chairman's Summary and Allotments reports by Councillor David Sullivan**

**Planning report by Councillor Jamie Williams**

**King George V Playing Field and Pavilion report by Councillor Dinah Murdoch**

**Financial Report for the year ending 31<sup>st</sup> March 2015 by David Baker**

**HTCC Annual Report 2014/15 by Susie Hoare**

**Community Speed Watch (CSW) report by Rupert Conder**

**Flood Working Party by Rupert Conder**

# Hurstbourne Tarrant Parish Council

## **Chairman's Summary and Allotments reports**

The past year has been an eventful time for our village, with lows and highs. The effects of the floods in early 2014 have dominated the months following for several households as properties dried out and were repaired. The council, with great help from the flood working group, have been proactive in identifying and organising improvements to the passage of water through the village which are still on-going and when completed, we believe, will make a great difference.

The opening of the pub after enormous problems has made a great difference in the life of the community and I thank Patrick for his vision and determination to bring it to fruition.

The third great challenge surmounted is the building of the community centre which is due to be completed on time and on budget. The tremendous and prolonged effort over ten years has now paid off and we are going to have a modern and beautiful facility to enhance community and sport in the village.

But most important of all is that both difficulties and successes have built the community spirit of our village and social interaction has been enhanced and friendships strengthened, the future is promising.

My congratulations to the school, governors, staff, pupils and parents for gaining "Outstanding in all areas", what an achievement, and how right to display the banner, we can be rightly satisfied at the progress this year.

Finally I would like to thank the councillors for their work through the year and especially thank the retiring councillors Nick Melhuish, Alan Houghton and Clayton Danks. I welcome Mark Thomas and Louisa Russell to the council and point out there is one vacancy for a co-opted councillor and if any would like to consider applying, please contact the Parish Clerk for whom, I am greatly indebted as the real work has been efficiently completed through the year by David Baker.

David Sullivan

## **Allotments**

All allotments are taken and under cultivation. Again, a great asset to community spirit. The subdivision of the original plots has been a wise decision, enabling more people to benefit from the amenity

## **Planning report by Councillor Jamie Williams**

The year has seen some radical changes to the planning legislation with particular focus on permitted development and our local plan. The National Planning Policy Framework has filtered down to the Test Valley and we are just about to see our regional policy document change.

A traveller and gypsy policy has been published that outlines the regional strategy and has identified sites specifically for occupation by the travelling community. New legislation on the permitted development of redundant farm buildings to residential and the more recent new allowance to convert commercial buildings has followed the policy that allows conversion of offices to residential too.

# Hurstbourne Tarrant Parish Council

Although the AONB (Area of Outstanding National Beauty) status of our Parish excludes us from some of these permissions, it highlights the Government's position and their support for sustainable development.

The changes have not had the desired effect with regards to reducing red tape and the insistence of the NPPF for the inclusion of a heritage/historical impact assessment where a building requires it. Our Local Authority's insistence on its, apparent, wholesale inclusion in applications where a building is listed, has added a further cost for applicants and an often unnecessary layer of administration for applicants.

New houses will continue to contribute to our community through the newly adopted Community Infrastructure Levy (CIL) which has replaced the section 106 agreements. These funds are allocated for various uses such as play equipment, highway improvements and open space refurbishment

Within the Parish over the year we have seen a number of applications, many of which detail tree works in the Conservation Area but several changes of use have also been seen. As farming practices change redundant farm buildings still generate concerns locally as the status quo is shifted. The PC cannot emphasise strongly enough that engagement with neighbours and the PC is essential to ensuring that an application is seen in the right light and comments and concerns can be aired early in any development process.

In particular we have seen the conversion of the Methodist Chapel, re use of the garage units at Dean Garage, replacement of the Scout hut with the Community Hall, conversion of the Dryer Barn in Ibthorpe to a Live/Work units, part conversion of Coopers Barn outbuilding to a brewery, the restoration of the George and Dragon and also Ibthorpe House, a large new equestrian centre and dwelling at Lower Doiley along with numerous rear and side extensions, these have all kept the planning officers busy this year.

It is so positive to see the boost to the rural community as businesses take up the new commercial opportunities and although there are always concerns about these changes, with the appropriate consultations these concerns can so often be mitigated.

There are challenges ahead for our Parish, with a National focus on conversions of redundant buildings we will, I am sure, see applications for changes throughout our villages over the coming year. Design and impact mitigation is vital to the sustainability of these proposals and the PC as a consultee will continue to comment on applications to protect the Parish from changes that are detrimental to the fabric of the community and resist those changes that will impact our local environment whether visually or otherwise.

Community involvement is vital to protecting our villages and their visual integrity. In order to ensure a balanced level of development in the years to come and I urge developers and Parishioners alike to engage with each other and use the PC as a conduit if necessary, to ensure sustainable development. With local resources as low as they are for the foreseeable future, the local community are vital to preventing unauthorised development and also influencing design and development on those proposals that are consented.

# Hurstbourne Tarrant Parish Council

## King George V Playing Fields and Pavilion report

Nothing much to report due to the demolition of the pavilion in October 2014 to make way for the new community hall. Consequently, no football has been played at all, given no changing room facilities and a general lack of enthusiasm. The whole focus of the last six months has been on the building of the new hall which has been spectacular and quick, the area has now been landscaped, and the whole project has gone very well. It is hoped that there will be an opening ceremony of the new hall in the third week of June.

## Financial Report for the year ending 31<sup>st</sup> March 2015

The council's cash reserves stand at £23,531 at 31<sup>st</sup> March 2015 (£19,935 at 31<sup>st</sup> March 2014). The reserves are maintained to produce investment income and to fund capital projects.

The Parish Council recorded a surplus of £3,596 for the year to 31<sup>st</sup> March 2015.

See Table 1 Statement of Accounts and Table 2 Bank Reconciliation for more detailed information.

The precept in 2015/16 has been raised to £14,850. This brings the Band D levy in line with the average for Hampshire parish councils.

The Band D levy for Hurstbourne Tarrant for 2015/16 is set at £41.13 per household pa.

Hurstbourne Tarrant Parish Council – Table 1			
Statement of Accounts for Year Ending 31 March 2015			
Box		2013/14 £s	2014/15 £s
1	Balances Brought Forward	17,691	19,935
2	(+) Annual Precept	9,750	9,750
3	(+) Total other receipts	3,321	44,419
4	(-) Staff Costs	-2,386	-2,628
5	(-) Loan interest capital repayments	0	0
6	(-) Total other payments	8,441	47,945
7	(=) Balances carried forward	19,935	23,531
8	Total Cash	19,935	23,531
9	Total Fixed Assets	98,006	78,006
10	Total Borrowings	0	0

# Hurstbourne Tarrant Parish Council

**Table 2**

**Hurstbourne Tarrant Parish Council**

**Bank Reconciliation**

Prepared by: David Baker (Clerk /RFO)      Date:                      31 March 2014      31 March 2015

Approved by: David Sullivan                      Date:                      31 March 2014      31 March 2015  
(Chairman of the Parish Council)

Financial Year ending 31 March 2015

	2013/14	2014/15
Balance Treasurers Account (00730337) per Bank Statement	1,000.00	1,011.00
Balance Instant Access (07150069) per Bank Statement	11,885.16	17,322.45
Balance 30 Day Notice (07210851) per Bank Statement	7,697.43	7,701.31
Outstanding Cheques as at 31 March	-648.00	-2,503.33
Outstanding Credits as at 31 March		
Nett bank balances 31 March	19,934.59	23,531.43
	<b>Total cash</b>	<b>19,934.59      23,531.43</b>
Opening Balance	17,691.01	19,934.59
Less debtors		
Add creditors		
Add: Receipts in the year to 31 March	13,070.92	54,168.04
Less: Payments in the year to 31 March	-10,827.34	-50,572.20
Closing Balance per cash book as at 31 March	19,934.59	23,531.43
	<b>Closing Balance</b>	<b>19,934.59      23,531.43</b>

**Accounts were approved by our internal auditor Tammy King on 22<sup>nd</sup> April and then will be reviewed by BDO LLP (external auditor) later in the year.**

**The Parish Council is grateful to Tammy King for giving her services free of charge in carrying out our internal audit of accounts which helps the parish council maintain lower costs.**



# Hurstbourne Tarrant Parish Council

## Base Budget Financial Year 2015/16

	Income	Expenditure	Surplus / Deficit
King George V Field	50.00	1,100.00	-1,050.00
Dene Green		240.00	-200.00
Tennis Court	15.00	50.00	-35.00
Allotments	190.00	190.00	.00
Repairs & Maintenance		1000.00	-1000.00
Interest	8.00		8.00
Wayleaves	100.00		100.00
<b>Sub-Total</b>	<b>363.00</b>	<b>2,580.00</b>	<b>-2,217.00</b>
<b>Administration</b>			
Clerk		2628.00	-2,628.00
Stationery & printing		800.00	-800.00
Insurance		925.00	-925.00
Audit		135.00	-135.00
Room hire		300.00	-300.00
Other		360.00	-360.00
<b>Sub Total Administration</b>		<b>5,148.00</b>	<b>-5,148.00</b>
Grants & Donations		<b>750.00</b>	<b>-750.00</b>
<b>New projects:</b>			
Shared Speed Indicator Device annual charges		800.00	-800.00
Elections fund		1,200.00	-1,200.00
Flood mitigation		1,500.00	1,500.00
Website & social media		1,000.00	1,000.00
Other projects		1,000.00	-1000.00
<b>Sub-Total</b>		<b>5,500.00</b>	<b>-5,500.00</b>
<b>Total Income / Expenditure</b>	<b>363.00</b>	<b>13,978.00</b>	<b>-13,615.00</b>
VAT refund from 14/15	650.00		650.00
Precept in 2015/16	14,850.00		14,850.00
<b>Base Budget Total</b>	<b>15,863.00</b>	<b>13,978.00</b>	<b>1,885.00</b>

# Hurstbourne Tarrant Parish Council

## HTCC Annual Report 2014/15

In 2013/14, the project had reached the stage where provided we could be sufficiently confident of achieving the necessary target funding levels, work on building the new Community Centre could start in the autumn of 2014. To this end, and in parallel with further fund raising and grant applications, the focus of our activities during the early part of 2014/15 was on completing all the other actions needed to enable us to proceed with building the new Centre. In summary:

- Full planning approval was sought in April 2014 for the revised design of the building; and planning permission was subsequently granted by Test Valley Borough Council (TVBC) in June 2014.
- A lease agreement was signed with the Parish Council under which HTCC has 125 year tenure of the land on which the new community centre will be built. The new Community building (to be erected on this site) will be owned by the Hurstbourne Tarrant Community Centre CIO.
- Although Natural England required three further bat surveys in May/June 2014, in July 2014 we were granted the necessary EPS Licence to migrate the bats from the old pavilion roof but with the stipulation that this could only happen in October or April. .

With these enabling actions achieved, in August 2014 we were able to invite tenders for the construction of the new Community building. The tendering process for building works was completed in September, 2014; and a preferred contractor (JF Building Ltd) selected. JF Building has an impressive track record of success and were responsible for the highly successful building project for the East Stratton Village Hall.

This in turn enabled us to finalise our total target capital budget for building costs – £602k – including allowances for professional services, service connections, soft landscaping, as well as prudent contingencies, but excluding furniture and equipment costs.

During 2014, the project was awarded further grant funding of £20k, bringing our total grant funding to £205k. In addition, the Church Hall Trust pledged their commitment to contributing £100k to the project from the sale proceeds of the old Hurstbourne Tarrant Church Hall, subject to putting in place the legal framework required by the Winchester Diocese Board of Finance as custodian trustee of the Church Hall Trust. Taken together with funds raised locally, Parish Council contributions, funding pledges and grant awards, we finally had sufficient funding in place to award the building contract and to commence building works on 20th October, 2014.

HTCC is managing the overall build project, in close liaison with our Contract Administrator /Quantity Surveyor who is responsible for certifying at each stage of the building process that the work has been completed in accordance with the contract.

Despite delays on the building works at the end of 2014/early 2015 due to adverse weather conditions and increasingly long lead times for delivery of materials resulting from the current upturn in the building industry, the building contractor has made up the lost time, and it is now all systems go to complete building works by our target completion date of end of May 2015!

Throughout the building works, we have continued to provide regular monthly progress updates to parishioners including a photographic 'snapshot' of each stage of the building works. Feedback from the village on the success of this initiative has been most encouraging.

Fund raising efforts continue to enable us to furnish and equip the new community hall and also to build-up reserves towards Year 1 operating costs; and on the operational side of the project, work is underway on putting in place the necessary organisational arrangements for the management of the centre once built; and on taking advance bookings of the centre in readiness for its opening for business. We are also working with the Parish Council on developing a new web site which will include all the marketing and booking information for the new hall.

# Hurstbourne Tarrant Parish Council

*It's been an extremely busy year on the project, but we are finally on the home straight and planning to open the new community centre in June 2015! Huge thanks are due to all who have contributed to the project and worked so hard to make it happen!*

## **Community Speed Watch (CSW) report by Rupert Conder**

We started the Community Speed Watch scheme on 23 July 2014. We held 4 trial sessions to work out procedures and familiarise ourselves with the Speed Indicator Device, which our Parish Council has rented from Saint Mary Bourne Parish Council. We have held speed monitoring sessions on 13 days, for a total of 23½ hours, and recorded and notified the police of the details of 165 vehicles which have exceeded 35mph in our 30 mph zone. Speeding is a continuing problem in the parish and we need your support to try to make those driving through aware of the danger that speeding is to pedestrians, other road users and to themselves.

You may be reassured to know that, when the Speed Indicator Device is set up, most drivers do slow down, but it will need a frequent and continuing effort to establish that, if you drive through Hurstbourne Tarrant, you will “come to the attention of the police”!

On more general road issues: the wooden bollards on the East Side near Four Winds have been replaced, but they are now further back from the kerb by about 3 inches and therefore do not provide so much protection for pedestrians waiting to cross the road.

I should remind the Council that there are five road matters outstanding, namely:

1. Installation of the Anti-skid surface in The Square.
2. Installation of two further bollards in The Square.
3. Installation of an HGV kerb between Four Winds and Mr Antelme's house.
4. Build-out of the East side of the pavement to link with the Southern central traffic-splitter island near the Garage.
5. Installation of 40mph buffer zones

## **HURSTBOURNE TARRANT & UPTON FLOODING WORKING GROUP report by Rupert Conder**

The aim of the Hurstbourne Tarrant and Upton Flooding Working Group is to recommend action and assist the implementation of measures to mitigate the effects of flooding in the parish in the future by enabling surface water to flow through the villages as quickly as possible, and, if the water exceeds the capacity of the drainage system, to store the water clear of buildings so as not to raise the ground water affecting them directly.

The FWG has worked tirelessly to achieve the aim, but has not yet achieved all the measures it has felt necessary to be implemented.

After the floods subsided in 2014, monthly rainfall was mainly below average, as a result ground water levels reduced and, with the flood mitigation work done to date, no flooding occurred within the parish.

Work done during the year.

# Hurstbourne Tarrant Parish Council

## Drains.

All the main drains in the Parish have been inspected by Highways.

A blockage in the drain in Church Street caused Church Street to flood. This has been cleared and the drain repaired.

The reduction from 600mm to 2 x 150mm and 1 x 300mm drains [a reduction of and debris already in the pipes reducing the capacity further caused the culvert near Dean Rise to burst, as water pressure there is considerable due to a significant drop between the garage and that point. There remains a concern that the 618 sq cm restriction under Dean Rise may be sufficient to cause the pavement to lift to the North of it again if the head pressure is too great, which could result in the A343 flooding again, the drain capacity there needs to be brought up to 600mm.

## Watercourses.

The River Swift from the bridge over the A343 to the water meadows beyond the school and from Adams Farm bridge to the White Hart bridge has been cleared and 300 tons of silt and debris removed.

The old watercourse from the back of the Garage to The Rank has been cleared of trees and bushes and dug out. Although most of the surface water will flow more freely into the main drain system, unfortunately there is a significant dip in which water will pond and add to the ground water level. To reduce the amount of water in this ponding area, a second watercourse will be dug across the Green to divert surface water from the front of the Garage more directly into the drain by The Rank. Work on this is already in hand and should be completed by the end of May. The work will be done by the Army as a Military Aid to the Civil Community Project. Funding for this project has been obtained.

Grid. The grid has been placed over the entrance to the drain by The Rank, but is not secured. It is felt that it should be fixed so that it cannot be removed easily.

Drain Plans. We are still awaiting a report on and the plans of the drains.

George & Dragon drain. We have had no feedback on the feasibility of installing a new drain from the front of the George & Dragon public house into the river.

Home owners. Most, if not all, of the home owners of houses which were flooded in 2014 have repaired their houses and installed measures to reduce the likelihood of flooding in the future. Many have installed French drains, sumps and pumps. It is hoped that they will never need to be tested! All householders affected, who wished to do so, submitted claims for R&R grants to TVBC.

Ponding areas. Work on ponding areas to hold surface water clear of built up areas is yet to be planned.

## Upton.

The flood mitigation work that has been completed in Upton has been by local residents, who cleared ditches through gardens and along the water course where possible. This will continue to be done during the year by working party. The concrete ditch edge was lowered to below the road level to enable surface water to enter the culvert and the culvert improved.

HCC have cleared out silt from all the drains through the village that take the water flow into the water course. Nothing else by any other authorities has been done. Highways have been asked to install a larger conduit under the road to keep water off the road and should report on the feasibility of installing a culvert through the Miller's yard.

# Hurstbourne Tarrant Parish Council

## Dates for Parish Council meetings – May 2015 to Apr 2016

Date of meeting	Type of meeting	Venue and start time
18 May 2015	Annual Parish Council Meeting Note: 1	Primary school – 5.30 p.m.
18 May 2015	Annual Parish Meeting Note: 2	Primary school – 7.30 p.m.
15 June 2015	Parish Council	Royal British Legion – 7.30 p.m.
20 July 2015	Parish Council	Community Hall – 7.30 p.m.
17 August 2015	Parish Council	No meeting planned
21 September 2015	Parish Council	Community Hall – 7.30 p.m.
19 October 2015	Parish Council	Community Hall – 7.30 p.m.
16 November 2015	Parish Council	Community Hall – 7.30 p.m.
21 December 2015	Parish Council	Community Hall – 7.30 p.m.
18 January 2016	Parish Council	Community Hall – 7.30 p.m.
15 February 2016	Parish Council	Community Hall – 7.30 p.m.
15 March 2016	Parish Council	Community Hall – 7.30 p.m.
19 April 2016	Parish Council	Community Hall – 7.30 p.m.

**Note 1:** The Annual Parish Council meeting must be convened within 14 days of the date of elections within an election year.

**Note 2:** The Annual Parish meeting is a meeting of the electorate

## Contact details for Hurstbourne Tarrant Parish Council

David Sullivan	Chairman	01264 736514	<a href="mailto:horseshoelane2@btinternet.com">horseshoelane2@btinternet.com</a>
Jamie Williams	Vice-Chairman	07977 077875	<a href="mailto:info@locksdrove.co.uk">info@locksdrove.co.uk</a>
Dinah Murdoch	Vice-Chairman	01264 736251	<a href="mailto:parsonage.farm@btconnect.com">parsonage.farm@btconnect.com</a>
Louisa Russell	Councillor	07891 243488	<a href="mailto:diseasea@hotmail.com">diseasea@hotmail.com</a>
Mark Thomas	Councillor	01264 736456	<a href="mailto:Mark.thomas.204@btinternet.com">Mark.thomas.204@btinternet.com</a>
Vacancy	Councillor		
David Baker	Clerk	01264 736436	<a href="mailto:theparishclerk@hbt.org.uk">theparishclerk@hbt.org.uk</a>
Village and parish council website			<a href="http://www.hbt.org.uk">www.hbt.org.uk</a>

Any correspondence for the Parish Council should be addressed to  
The Clerk, Deben House, Horseshoe Lane, Ibthorpe, Andover, Hampshire, SP11 0BY  
E-mail address: [theparishclerk@hbt.org.uk](mailto:theparishclerk@hbt.org.uk)

**End of report**