

# Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 16 <sup>th</sup> FEBRUARY 2015
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: Royal British Legion
TYPE OF MEETING	: ORDINARY
PRESENT	: MR ALAN HAIGHTON (AH)
	: MR JAMIE WILLIAMS (JW)
	: MR CLAYTON DANKS (CD)
	: MRS DINAH MURDOCH (DCM)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR TIM ROLT (HCC) ; CLLR PETER GIDDINGS (TVBC) : 4 PARISHIONERS

## 141. Apologies

141.1 Apologies were received from Cllr Nick Melhuish.

## 142. Public Participation

142.1 None.

## 143 Actions arising

143.1

It was agreed that for safety reasons a grid would be installed over the entrance to a culvert on Dene Green. DCM agreed to arrange installation – **In progress.**

The clerk asked for the parish council's approval to go out to tender for the upgrading of the village website which was agreed. The clerk would work with Tricia Andrews, Gary Edwards and a member of the HTCC to scope the work required and to obtain quotes. DB to action. – **In progress.**

Use of S106 and CIL grant funding: Councillors agreed a list of community projects that would be put forward to TVBC for consideration for any additional developer contributions. DB to action - **Completed**

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## **144. Minutes of meeting 19<sup>th</sup> January 2015**

- 144.1 The minutes of the Parish Council meeting of 19<sup>th</sup> January 2015 were approved and signed by the Chairman.

## **145. Declarations of interest**

- 145.1 Cllr Jamie Williams declared a personal interest in planning application 15/00130/FULLN, he stated that he would remain present for any discussion on the item but would not take part in the vote.

## **146. Community Speed Watch (CSW) report**

- 146.1 Rupert Conder reported that there had been no speed watch sessions since the January PC meeting. Sessions were next planned for the end of February and early March.

See appendix 1a for details of the report.

## **147 Flood Working Group progress report**

- 147.1 Rupert Conder reported that water levels remained average for the time of year and the likelihood of flooding this year remained low.
- 147.2 The Dene Green MACC project was expected to be implemented in May 2015.
- 147.3 Rupert Conder on behalf of the Flood Working Group expressed his thanks to Cllrs David Sullivan and Jamie Williams for all their voluntary work in clearing ditches and riverbed channels around the parish.

See appendix 1b for details:

## **148. Hurstbourne Tarrant Community Centre (HTCC) report**

- 148.1 Susie Hoare presented a summary of the HTCC February report to the meeting:
- Good progress had been maintained on the build project and with the building now weather tight and internal work could now be carried out protected from any adverse weather conditions. Completion was still on plan for the end of May.
  - All legal documentation to enable the contribution from the Church Hall sale proceeds to be realised had been approved and signed by all parties and was currently being registered with Land Registry.
  - The next fund raising event was an auction of promises to be held at the George and Dragon on Wednesday 4<sup>th</sup> March at 7.30pm. All proceeds raised would go towards furniture and equipment in the hall.

See appendix 2 for details of the report.

## **149. Correspondence**

- 149.1 The list of correspondence received during the month was read and passed to the relevant councillor.

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## 150. Planning Applications

- 150.1 Cllr Jamie Williams briefed councillors on the background and policy matters relating to planning application 15/00130/FULLN, Coopers Barn. TVBC planning database showed that there were 18 supporters for the application. The parish council had received 8 objections to the application.
- 150.2 Cllr Peter Giddings (TVBC) confirmed that the application would be heard and determined by the Northern Area Planning Committee.
- 150.3 In discussion councillors were agreed that there was support for the business but the approval of open industrial use in a residential area remained a concern.
- 150.4 A proposal to object to the application was put to a vote and was carried unanimously.
- 150.5 A proposal to submit comments to TVBC identifying how the open industrial use could be conditioned in a way that would mitigate the parish council's objection was put to a vote and was carried unanimously.
- Note: Suggested additional condition topics:
- Hours of business 0900-1730 weekdays, 1000-1300 weekends and bank holidays;
  - Consent particular to the business or the applicant;
  - Restrictions on level of trade (methodology to be suggested by planning officer).
- 150.6 Councillors agreed that Cllrs David Sullivan and Jamie Williams should attend and speak at the TVBC NAPC meeting to present the parish council's views. **DS & JW to action**
- 150.7 The parish council presentation at the committee hearing will take place after the consultation reports from environmental health and the planning officers have been published. The presentation will reflect the feelings of those objecting and supporting.
- Note: Those objecting can apply to speak at the hearing as a group with a nominated speaker.

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

15/00130/FULLN	27 Jan 15	Continued use of part of an outbuilding as a microbrewery (B2). Coopers Barn, The Dene, Hurstbourne Tarrant, Hampshire. Mr Mark Betteridge. <b>Objection</b>
15/00082/FULLN	29 Jan 15	Two storey extension at rear of property. 3 Dines Close, Hurstbourne Tarrant, Hampshire, SP11 0BE. Mr Lenardt Havenga. <b>No comment.</b>

- 150.8 TVBC Gypsy and Traveller DPD consultation document had been reviewed by Cllr Jamie Williams. Cllr Williams reported that it was a well presented document and that there was no need to submit any comment.

## 151. Councillors' reports:

- 151.1 Councillors Clayton Danks, Alan Houghton, Jamie Williams and Dinah Murdoch had nothing further to report.
- 151.2 Councillor David Sullivan reported that about 50 tons of top soil had been obtained as part of the dredging work carried out around the parish. It was agreed to make use of the material by carry out repairs to the football pitch and to assist with landscaping arrangements at the new community hall.

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## 152. Clerk's report

- 152.1 The clerk reported that the website working group had held its first meeting and it was evaluating up to 5 potential suppliers and scoping the design and content of the new website.
- 152.2 TVBC had confirmed that the May 2015 election cost to the parish council would be of the order of £1,100.
- 152.3 The clerk had attended training on the new audit and transparency code regulations that the parish council must implement by July 2015.
- 152.4 Councillors were asked that any outstanding invoices or expenses should be submitted for approval at the March parish council meeting to meet the year-end financial deadline. **All Cllrs to action.**

## 153 Community Litter-pick Scheme

- 153.1 It was agreed that the agenda item should be deferred to the March parish council meeting. **DB to action.**

## 154 HCC/TVBC requests for service – quarterly review of the requests for services log and to agree any actions as necessary.

- 154.1 The clerk presented a list of 7 requests for service that were outstanding against HCC and TVBC. The requests were discussed and Cllrs Peter Giddings (TVBC) and Tim Rolt (HCC) who provided updates on the requests and agreed to monitor their progress through to completion. **PG & TR to action.**
- 154.2 Three new requests for services had been opened up in February for HCC to address. Cllr Tim Rolt confirmed that orders had been raised for the new requests.

## 155 Next meetings and forward plan update

- 155.1 The next ordinary Hurstbourne Tarrant Parish Council meeting will be held on Monday 16<sup>th</sup> March 2015 in the **HbT Royal British Legion** at 7.30 p.m.

Forward plan agenda items:

- Annual Parish meeting – initial agenda planning
- Annual Parish Council meeting – initial agenda planning
- Community Litter-pick scheme

## 156. Disbursements – 16<sup>th</sup> February 2015.

- 156.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1098	D R Baker	Salary	£ 131.38
1099	HM Revenue & Customs	PAYE	£ 87.60
1100	HbT Royal British Legion	Room hire	£ 20.00
1101	D Sullivan	Red Diesel	£ 47.25

**Total authorised        £ 286.23**

Meeting closed at 8.35 p.m.

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Signed.....

*Chairman*

Date:.....

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## Appendix 1a

### **Hurstbourne Tarrant Community Speed Watch Report to Parish Council February 2015**

The cold weather of the last couple of months has proved unattractive to our volunteers to stand outside and the dark and wet conditions have made it almost impossible to accurately record many of the muddy vehicle registration numbers, so we have not held a CSW session since the last report. We are planning to hold one session later in February and a full week in March, subject to the availability of the SID.

Although these following do not come within the remit of CSW, I would like to remind the Council that there are six road matters outstanding, namely:

1. Installation of the Anti-skid surface in The Square.
2. Replacement of the wooden bollards on the East Side near Four Winds and installation of two further bollards.
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. A vehicle crash occurred near the Londis shop which severely damaged one of the HbT speed limit signs. The sign needs to be repaired.

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## Appendix 1b

### **HURSTBOURNE TARRANT & UPTON FLOODING WORKING GROUP** **REPORT TO THE PARISH COUNCIL FEBRUARY 2015**

#### **Abbreviations:**

FWG ... Flooding Working Group

HbT ... Hurstbourne Tarrant

MACC ... Military Aid to the Civil Community

PC ... Parish Council

POC ... Point of Contact

1. Water levels. We have had a relatively dry December and January, but the ground water table is continuing to rise; however the level is now beginning to reflect the average height of previous years. It is therefore considered that the likelihood of flooding this year is low.
2. Dene Green Project
  - a. Representatives of 26 Engineer Regiment Royal Engineers carried out a reconnaissance of the site on Friday 6<sup>th</sup> February and liaised with Cllr David Sullivan, Mr Gary Edwards, Mrs Judy Turley and myself. It was agreed that the Squadron will carry out a site survey and an environmental impact survey to assess what impact the work will have on other properties (up and down stream). This will include the design of the culvert. Equipment and plant will have to be arranged and a report will have to be written detailed the scope of works, the hazards and the actual construction process formatted so that all who are taking part are covered under the H&S umbrella. All of this will inevitably take some weeks.
  - b. The Royal Engineers stated that they have seen the letter signing off all responsibility for any damage the construction force may make, however there are other implications which could see them being held liable. They commented that they understand that the delay could be causing some frustrations, but they intend to do the work with the correct equipment, manpower and time in order to do the job right, first time.
  - c. The three other quotations are still "on ice" in case it becomes impossible for the Royal Engineers to do it.
  - d. I have not heard whether the Parish Council will receive Section106 funding for this work on Dene Green.
  - e. Community Self-Help hedging project. When the MACC Project is complete, we will plant hedging alongside A343 between the pavement and the ditch as a safety measure.

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- f. Community Self-Help ditch clearance project. The necessary work on the old water course between the back of the Garage and The Rank drain is complete; some tidying up is still needed to burn the cut brush and remove a large stash of broken glass.
- g. Grid. We are awaiting the installation of a grid to be placed over the entrance to the drain by The Rank.
3. Watercourse clearance.
- a. The ditch beyond the road bridge to the Community Centre has been dug out.
  - b. The ditch in Ibthorpe has been dug out.
4. Bank reinforcement. The bank on the corner between the road bridge to the Community Centre and Mr Tomlin's house has been reinforced.
5. Drain Plans. We are still awaiting a report on and the plans of the drains. 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.
6. 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.
7. Upton. Further work has been done in Upton to mitigate flooding effects.
8. Village Emergency Plan. It is felt that the PC should make Emergency/Incident Plan available to all residents, so that they can assist in the event of an Emergency or Incident.

## RC

### Members:

DE... David Ellis	DM ... Dinah Murdoch	DS ... David Sullivan
GE ... Gary Edwards	JM ... James Mihell	JT ... Judy Turley
PVF ... Patrick Vaughan-Fowler	RC ... Rupert Conder	VP... Victoria Pilling



# Hurstbourne Tarrant Parish Council

## Appendix 2

### Hurstbourne Tarrant Community Centre (HTCC)

#### Update to the Parish Council: 16<sup>th</sup> February, 2015

- On the building project, roof trusses have been installed, the gable ends completed, and roof insulation and roof coverings are due for final completion in week commencing 16<sup>th</sup> February. In parallel, work on first fix mechanical and electrical (M&E) is well underway. It is anticipated that internal and external lighting cabling and small power installations will be in place well before the end of February. Preparatory works for underfloor heating systems where specified are being completed, and floor screeding in the main hall area is due to take place on 16<sup>th</sup> February.
- In terms of the overall timescale for completion of all building works, the situation remains as per HTCC's January 2015 update, i.e. although some two weeks' have been lost due to weather conditions and materials delivery lead times, the building contractor is still aiming to meet the current target date of end of May this year.
- The legal documentation required to enable the contribution from the Church Hall sale proceeds to be realised has been approved and signed by all parties and is currently being registered with Land Registry.
- On the operational and business side of the project, work is underway on:
  - Raising funds to buy furniture and equipment for the new community hall and to build-up reserves towards Year 1 operating costs through village fund-raising events; submitting further bids for grant funding; seeking private donations or pledges; and approaching local companies for contributions e.g. for new trees and plants as specified in the landscaping scheme approved by TVBC.
  - Putting in place the necessary organisational arrangements and management systems for the operation of the centre once built; as well as finalising and implementing our marketing plan.
  - Establishing a core programme of regular activities that will take place in the new community centre when it 'opens for business'. Expressions of interest have already been registered for both regular bookings as well as e.g. a wedding reception. The tariff of hire charges (which will be comparable with other community halls in the neighbourhood) will be published in March.
- We continue to issue regular monthly updates on the project including photographs showing a 'snapshot' of progress on the building works which have been well received.
- Now that the new building is well on its way to completion, we look forward to receiving further offers of help from parishioners – whether this be in the form of helping with fund-raising activities, volunteering time / expertise in the running and marketing of the new community hall, making offers of help in-kind, e.g. curtain-making, grounds maintenance – and so on.

*The HTCC Team,  
15<sup>th</sup> February, 2015*