

Hurstbourne Tarrant Annual Parish Meeting

Annual Parish Meeting

at the

COMMUNITY CENTRE

Monday, 16th May 2016

at

7:30 p m

Chairman: Mr. David Sullivan

1. Apologies from Councillors

Apologies was received from PCSO David Trowbridge and Councillor Louisa Russell.

2. Approval of minutes of the previous Annual Parish meeting held on 18th May 2015

The Chairman asked the meeting if the draft minutes for the Annual Parish meeting held on 18th May 2015 could be approved. The Chairman then signed the minutes as a complete and accurate record of the proceedings.

3. Parish Council Annual Report

Chairman's Report - Cllr David Sullivan

I feel greatly blessed to live in this beautiful valley and in this community. It has been a memorable year with the completion and opening of the new community centre which is being well used and will be an enormous asset to the life of the village. Sadly we lost Councillor Dinah Murdoch but I am so glad she saw the community centre built for which she worked tirelessly over the 14 years of planning and fund raising and which she was so determined to see happen before she departed this life. Dinah was the longest serving councillor and we respect the memory of her work for the village.

We had to bow to the inevitable movement of the Post Office from the more central site to the Londis shop but the alternative was to have lost the Post Office facility. Despite a slow internet connection at times, Brian and Clayton Danks keep this important service in the village.

We had three new councillors last May and I thank the retiring councillors Clayton Danks, Alan Houghton and Nick Melhuish for their contributions through their terms of service. Also others, particularly the flood action group for the completion of works on the Dene Green, for traffic monitoring and speed watch lead by Rupert Conder and the work parties that Councillor Mark Thomas has organised.

Finally I thank all my fellow councillors for their time and input through the year, welcoming our newest co-opted member, Ian Kitson who takes Dinah's place, and particular thanks to the clerk, David Baker whose efficient work and informed advice I personally appreciate.

Allotments

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All allotments are taken for the year with one parishioner waiting for a plot to come free. We have twelve people from outside the parish who would like the opportunity to take a tenancy but priority is given to those within the parish. Consequently it is important for any would be allotment holders to register names with the parish clerk. New entrance gates and posts are now purchased for the hanging of a new farm gate entrance.

It was noted that Councillor Ian Kitson was taking over responsibility for allotments and environment in 2016/17.

Planning report – Cllr Jamie Williams

The planning brief for the Parish Council has, as always, been busy this year. We have seen the usual outbuildings, garages and small extensions in abundance as properties expand to cope with modern living.

The Conservation officers are continually battling to protect the historic fabric and settings of our listed and historically important properties whilst modern living puts pressure on these assets in our rural communities. However this constant antagonism between improvement and history seems often unnecessary and I would urge applicants to use the pre-application system to engage with the Conservation officer at the earliest possible opportunity. This process saves time and money in the long run.

The year has seen some larger developments and also some discussions regarding future developments in the Parish. Once again early discussion with the PC, neighbours and the council officers is vital to reduce concern, gossip and misapprehension so as always we would urge any developer or homeowner to come to see the council or speak to officers from the outset.

Neighbourhood planning policies of the government have seen a revival in smaller communities thanks to a recent push with funding and support for Councils. In particular, St Mary Bourne have now launched their neighbourhood plan, which has been five years in the making. We will watch the progress of the plan and consult with their Parish Council as to the effectiveness of the plan.

The Enforcement Officers charged with our area must not go unmentioned in what has been a busy year for them. Their role is a tricky one and they do a great job in protecting us from illegal and non-compliant development. The Parish has benefitted from their assistance this year on more than once occasion and the PC is grateful for their support.

I cannot write this report without mention of the Council losing Mrs Murdoch this year. She had such a profound impact on this Parish over the years, but most notably her passion for our Parish with regards to its improvement and development. It is so important we keep this progress going, we are now benefitting from the enthusiasm of the generations that went before and their vision for our Parish that we enjoy today. Mrs M charged me when I joined the PC of listening to the Parish with one ear and having one eye on its future. Wise words I think.

Footpaths & Environment – Cllr Mark Thomas

During the last year we have held two Working Parties to conduct a variety of light maintenance jobs around the Parish. Groups have met at Deane Green, The Community Centre and Horseshoe Lane. The Parish Council is grateful to volunteers of all ages who have helped to clear ditches, pick litter and repair footpaths. We plan to hold four working parties annually and everyone is welcome.

We are also grateful to the residents who volunteer their time to collect litter at other times in the year. A number of people have signed up to TVBC community litter scheme and receive bags, a litter picker and general advice and support.

There are a number of Hurstbourne Volunteer groups, including Churchyard working party and church cleaning – dates and more information can be found on the new Parish website.

Work has commenced on drawing up a list of residents who would be prepared to help during an emergency in the Parish. We are keen to know about people with particular skills (like First Aid) or who have equipment that might be relevant such as generators, pumps, etc.

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Work has been carried out to repair the goal mouth areas on the playing field and new nets have been installed.

We continue to monitor Parish footpaths on a regular basis and in conjunction with HCC and local landowners aim to take steps to clear any obstructions as soon as possible when reported. During the last year this has included stile replacement, clearing undergrowth and working with English Nature to reinstate access on a local Permissive Path.

Dog mess continues to be an issue around the villages and we urge dog owners to be responsible and clear up after their pets, with the area around the school and playing field being a particular hot spot. Through the year we have also worked to raise awareness about other potential hazards including Lyme disease and sheep worrying.

If anyone would like more information about volunteering, or wishes to discuss footpaths, litter or dogs, please contact Mark Thomas on 07815 082326 or mark.thomas.204@btinternet.com.

Community Speed Watch – Cllr Mark Betteridge

The speed of traffic in Hurstbourne Tarrant (HbT) is a significant and on-going problem, which the Parish Council has tried over the last ten years to mitigate by the introduction of several traffic calming measures initiated and well executed by parishioners under the excellent supervision and organisation of Rupert Conder.

One of these measures has been to trial the introduction of a Community Speed Watch Scheme (CSW) with the aim of increasing the awareness of drivers passing through our village of their speed by displaying it on a Speed Indicator Device (SID) accompanied by a smiley face if under 30 mph and a frown if in excess of the speed limit. CSW volunteers have trialled the recording of vehicle details of those exceeding the speed limit and have forwarded them to the police.

During 2015, HbT CSW trialled a SID, which was on loan from St Mary Bourne (SMB) Parish Council. When the SID was displayed there was a marked decrease in the speed of traffic in the immediate area and the outskirts of the village, however the work involved in organising the SID has proved to be man-power intensive. The reduction in the speed of traffic when the SID was deployed was sufficient to recommend that a SID be purchased for permanent display with solar power. Reports of vehicle details of those exceeding the speed limit could still be generated if required, but much of the benefit would still be gained even when it is not being manned.

We have reviewed two quotations for the supply of a solar powered SID, both of which meet our specification, and a decision to buy has been made given the generous grant from Hampshire CC and the decision to cancel the sharing agreement with SMB PC. A grant from TVBC is also awaited. The 40 mph peripheral speed limits appear to have helped a little and the continued use of another SLR is possible. Councillor Betteridge will now liaise with Rupert Conder and organise the teams of volunteers to utilise the equipment based on 5 key locations in the village.

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Financial Report for the year ending 31st March 2016 – David Baker

The council's cash reserves stand at £21,831 at 31st March 2016 (£23,531 at 31st March 2015). The reserves are maintained to produce investment income and to fund capital projects. The Parish Council recorded a deficit of £1,700 for the year to 31st March 2016.

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

The precept in 2015/16 had been held at £14,850. This maintains the Band D levy in line with the average for Hampshire parish councils. The Band D levy for Hurstbourne Tarrant for 2016/17 is set at £40.35 per household pa using the tax base of 368 dwellings in 2016/17, representing a 2% reduction in levy.

I would like to highlight that that 2015/16 has seen our accounts returning to its normal baseline following an 'unusual' year financially for the parish council in 2014/15. Income and expenditure has consistently fallen in the range of range of £10,000-£14,000 over the last 5 years but in 2014/15, expenditure reached £50,572 and income was £54,168. The key reasons for that change were:

Income: Receipt of S106 payments from TVBC to the value of £21,189 and the sale of Unit Trust shares that raised £21,374. Expenditure: Grants of £25,000 (drawn from sale of shares and reserves) and £13,837 from S106 monies paid into our new community hall build project.

In October 2014, our old pavilion building was closed and demolished to make way for the new build. The new community hall was completed and opened in June 2015. This major capital project has resulted in many of our individual lines of both income and expenditure showing large swings which has created a long list of variances to report both in 2014/15 and again in 2015/16 as finances return to their more normal state again.

Hurstbourne Tarrant Parish Council – Table 1

Statement of Accounts for Year Ending 31 March 2016			
Box		2014/15 £s	2015/16 £s
1	Balances Brought Forward	19,935	23,531
2	(+) Annual Precept	9,750	14,850
3	(+) Total other receipts	44,419	1,507
4	(-) Staff Costs	-2,628	-2,628
5	(-) Loan interest capital repayments	0	0
6	(-) Total other payments	47,945	-15,429
7	(=) Balances carried forward	23,531	21,831
8	Total Cash	23,531	21,831
9	Total Fixed Assets	78,006	78,006
10	Total Borrowings	0	0

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Table 2

Hurstbourne Tarrant Parish Council

Bank Reconciliation

Prepared by: David Baker (Clerk /RFO)	Date:	31 March 2015	31 March 2016
Approved by: David Sullivan (Chairman of the Parish Council)	Date:	31 March 2015	31 March 2016
		2014/15	2015/16
Balance Treasurers Account (00730337) per Bank Statement		1,011.00	1,000.00
Balance Instant Access (07150069) per Bank Statement		17,322.45	13,218.73
Balance 30 Day Notice (07210851) per Bank Statement		7,701.31	7,705.21
Outstanding Cheques as at 31 Mar		-2,503.33	-92.47
Outstanding Credits as at 31 Mar		0.00	0.00
Net bank balances 31 Mar		23,531.43	21,831.47
Total cash		23,531.43	21,831.47
Opening Balance		19,934.59	23,531.43
Less debtors			
Add creditors			
Add: Receipts in the year to 31 Mar		54,169.04	16,357.33
Less: Payments in the year to 31 Mar		-50,572.20	18,057.29
Closing Balance per cash book as at 31 Mar		23,531.43	21,831.47
Total Cash at 31 Dec		23,531.43	21,831.47

Accounts were approved by our internal auditor Tammy King on 16th 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.

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Base Budget Financial Year 2016/17

<u>Services</u>	Income	Expenditure	Surplus / Deficit
King George V Field	50.00	1,200.00	-1,150.00
Dene Green		330.00	-330.00
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
Sub-Total	363.00	2,770.00	-2,407.00
<u>Administration</u>			
Clerk		2628.00	-2,628.00
Stationery & printing		900.00	-900.00
Insurance		725.00	-725.00
Audit		135.00	-135.00
Room hire		300.00	-300.00
Other expenses		400.00	-400.00
Sub Total		5,088.00	-5,088.00
<u>On-going projects:</u>			
Grants & Donations		750.00	-750.00
Shared Speed Indicator Device annual charges		800.00	-800.00
Elections sinking fund		300.00	-300.00
Flood mitigation sinking fund		500.00	500.00
Unplanned new projects		1,000.00	-1000.00
Sub-Total		3,350.00	-3350.00
Income / Expenditure	363.00	11,208.00	-10,845.00
VAT refund from 15/16	2,000.00		2,000.00
Precept in 2016/17	14,850.00		14,850.00
Base Budget Total	17,213.00	11,208.00	6,005.00

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Note: Councillor Louisa Russell was unable to attend the meeting. However, Georgina Wilson who was part of the working party assessing play area equipment kindly stood in to brief the meeting on the working party's progress to date.

The working party had held two meetings to date. Work had focussed on replacing the climbing tower on the playing fields which had passed its use by date. This had been a very popular piece of play equipment with children and it was recommended that the climbing tower and slide should be replaced. Three quotes were being sourced for a replacement made of natural and sturdy materials.

A number of additional new play items were under consideration: monkey-bridge, log tangle, climbing net and the possibility of more natural items such as a fallen tree trunk or use of boulders as scrambling objects. The working party would like to expand the size of the existing play area by about 250 sq metres.

The working party also intended to investigate the cost of resurfacing the tennis court.

The working party was hoping to expand its pool of volunteers by holding an open village meeting in the Autumn with the objective of expanding the level of support and involvement.

4. The Hurstbourne Tarrant Community Centre (HTCC) Annual Report

Mrs Susie Hoare presented the annual report on behalf of the HTCC.

2015/16 has been a landmark year for the Community Centre project. Building works were completed on time and to budget at the end of May 2015, and following handover of the site to HTCC, landscaping works in accordance with the TVBC approved scheme were finished as planned on the 17th June and essential 'core' furniture and equipment for the hall and kitchen purchased, delivered and installed in the Centre by the 19th June. All was therefore set for a well-publicised village event on Sunday, 21st June, 2015, to celebrate the opening of the new Centre.

In opening the new Centre, David Sullivan, Chair, Hurstbourne Tarrant Parish Council, reminded everyone about how the project had first started way back in around 2001, and the many hurdles that had been overcome in order to reach this momentous day for the village. Although the old pavilion in its time had given good service, we now had a new community centre of which we could be proud, and which will contribute to the life of this beautiful village for hundreds of years to come. Hundreds of people from the village as well as guests took part in the celebrations which continued until long into the afternoon. It was truly a very special occasion for the village!

Since its opening in June 2015, the Centre has been used extensively in this the first ten months' of its operation; and a high volume of forward bookings for both regular activities and events are already scheduled for 2016/17.

Regular activities already taking place in the hall include a range of health and fitness classes (Yoga, Pilates & Teen Fitness), Scouts, Cubs and Beavers sessions, the Parent & Toddlers Group, the After-School Club; as well as meetings of the Parish Council and the Parochial Church Council.

Along with these regular activities, the Centre has been booked for a wide range of events including many children's parties, christening parties, wedding receptions, wakes, luncheons, family occasions, interiors sales and antiques valuation days, tots softball tennis sessions, a band event, meetings & training sessions, children's gym/dance practice, the Primary School Summer Production, the School end of term party, – and for village events such as the annual Village Show, the annual HBT5 Race, and the School Summer Fayre. The Centre's village external equipment hire service is also proving to be a popular facility.

Overall, the indicative pattern of usage of the hall is 69% for regular bookings and 31% for events – a ratio that is in line with other successful halls that we have looked at – and we are on target in terms of our income and expenditure forecast for the first year of operation of the centre (1 July 2015 – 30 June 2016).

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To-date, user feedback in person and via e-mail from those who have used the Centre has been extremely positive – both on the centre and its facilities; and on the booking process and associated customer care. In its first 10 months' of its operation, the Centre has already benefited some 3,000 people – local parish residents, the wider 'Bourne Valley' community, and residents of surrounding towns such as Andover.

Priorities for 2016/17 include introducing an online checking availability / booking system; and further expanding the current pool of volunteers to give HTCC trustees essential occasional help with the operational and maintenance aspects of the Centre.

It has certainly been a landmark year. Very many thanks to the very many individuals and organisations – too numerous to mention – who have contributed in so many ways to the project over the years' and have helped to make the new Centre a reality for the village. Without your help and support, including vital capital grant funds awarded to the project, we would not be where we are today.

We now have a popular and thriving Community Centre: with the vital help of local volunteers, we can continue this success story – for the immediate future, and for generations in the village to come.

5. Meeting was opened up for public debate

Mr Rupert Conder commented that he would like to propose a vote of thanks to David Sullivan and his team of parish councillors, Cllr Tim Rolt (HCC ward member) and Cllr Peter Giddings (TVBC ward member), David Baker the clerk and Susie Hoare HTCC for their personal contributions and service to the parish over the last year.

There were no further comments or questions raised by any parishioners present at the meeting.

6. Date of the next Annual Parish meeting

The next Annual Parish meeting will be held on Monday 15th May 2017 in the Community Hall at 7.30 p.m.

The meeting closed at 8.27 p.m.

Signed

(Chairman)

Date