

**MINUTES OF THE MEETING OF WEST TYTHERLEY, FRENCHMOOR & BUCKHOLT
PARISH COUNCIL**

HELD AT KING EDWARD'S HALL ON MONDAY 11th March 2024 AT 7PM

This meeting was voice recorded to assist with minute taking.

Present: Harry Urquart (Chairman)(HU), Fiona Collier (FC), Vian Cameron (VC) and Margret Down (MD).

In attendance: Becky Hopkinson (Clerk) (BH), Nick Adam-King (NK-S), Stewart MacDonald (SMD) and 6 members of the public.

ITEM 240301-APOLOGIES FOR ABSENCE

Apologies were received from Fiona Collyer (holiday).

ITEM 240302-DECLARATION OF INTEREST

MD declared an interest in planning application **24/00207/FULLS & 24/00208/LBWS**.

ITEM 240303-APPROVAL OF MINUTES

Minutes were approved following minor amendments (income change to expense on financial report).

ITEM 240304-PUBLIC SPEAKING

A member of the public reported a hole which goes down to the culvert by the new kissing gate on Footpath 3. NK-S asked the MOP to report the issue and then send him the reference code and he would chase it.

A member of the public requested agendas and minutes be in PDF form on the Council website.

A member of the public requested a link to agendas and minutes be posted on the 'West Tytherley Village Square' Facebook page.

A member of the public reported issues with trees and hedges which have been cut on Dean Road and hedges overgrowing into the road. VC to speak to owner of hedge to ask them to cut them back.

A member of the public reported a missing '30' sign. FC said this has been reported previously and will find the reference number.

ITEM 240305-REPORT FROM STEWART MACDONALD

TVBC Local Plan is currently undergoing consultation. Of particular interest to the West Tytherley Parish is amendments to the Settlement Boundary around West Tytherley.

Consultation ends on 2nd April. More information can be found at [Draft Local Plan 2040 | Test Valley Borough Council](#).

TVBC are in discussions with Southern Water regarding their continued discharge of dirty water into the River Test.

SMD is continuing to chase a resolution to the removal of rubbish from 8 Dean Road.

ITEM 240306-REPORT FROM NICK- ADAMS-KING

Hampshire County Councils consultation SP25 regarding finance and services ends on 31st March 2024. Of particular interest to the West Tytherley Parish is the suggested closure of Bunny Lane tip and community transport cuts. A link to the consultation can be found at

[Hampshire County Council Future Services Consultation | About the Council | Hampshire County Council \(hants.gov.uk\)](#).

The recent weather has shown that the flood alleviation work carried out around Romsey has been successful, as there has been no more flooding.

Highways funding from the 25-26 financial year has been bought forward to the 24-25 financial year to improve highways more quickly.

Aster Housing are revisiting their response to sewage treatment plant issues from the last 15 years and if the reports have not been dealt with correctly, residents will be compensated.

ITEM 240307-FINANCE

I. Financial update from FC.

MAIN ACCOUNT				
Date	Payment type	Amount	Payee	Detail
	Direct Debit	-£11.99	Hugo Fox	Website Hosting
29/2/24	BACS	-£435	Becky Hopkinson	Clerk part pay
Balance	£44,766.72			

2nd ACCOUNT				
Date	Payment type	Amount	Payee	Detail
		-£2,000	Parochial Church Council	Insurance Contribution
Balance	£11,005.35			

3rd ACCOUNT				
Date	Payment type	Amount	Payee	Detail
	Interest	+£1.34	TSB	Interest
Balance	£1,255.49			

II. All payments **approved** for March.

From	Item	Invoice Ref	Method	Amount
Staff	Expenses & Office allowance			£25*
SLCC	Annual Membership			£144
Staff	Payroll			£435
Hugo Fox	Website hosting			£11.99
	Microsoft 365 for clerk laptop			£59.99
Mr Eastman	Recreation Ground			£552
Fiona Collier	Storage boxes for PC records			£40

*amended from £30

III. Update on change of signatories & bank access.

FC reported mandates had been filled in and sent to TSB from herself. FC believes KJ, as second signatory also needs to sign forms for the process to be complete.

IV. The engagement of DM Payroll services at the cost of £11/month & £30 one-off to undertake staff PAYE was **approved**.

V. The request of £250 towards West Dean PC for the playground for the financial yr 23-24 was **approved**.

VI. To consider a request of £250 towards West Dean PC for the playground, for the financial yr 24-25 was **deferred** to a future meeting.

VII. The auditors 2022/23 report and any recommendations therein. FC requested this item be **deferred** at the next meeting under Schedule 12 terms.

VIII. It was **confirmed** that there were no conflicts of interest with BDO LLP and forms were signed by HU and BH.

ITEM 240308-PLANNING

I. **24/00207/FULLS Replacement of 2 ground floor windows. Collarmakers, 32 West Tytherley.**

Councillors had **NO OBJECTION** to this planning application.

II. **24/00208/LBWS Replacement of 2 ground floor windows. Collarmakers, 32 West Tytherley.**

Councillors had **NO OBJECTION** to this planning application.

ITEM 240309-REPORTS

I. LENGTHSMAN

Recent works reported:

Repair to fencing outside shop

Clean up of layby opposite shop

Bus shelter cleaned.

VC requested any lengthsmen jobs be reported to him as there is money in the 23-24 account still to be spent.

II. RECREATION GROUND

VC reported the fencing behind Thorngate has still not been repaired. VC has been chasing Alan Long, who was contracted to complete the work, but has had no response. It was agreed for VC to speak to the 2 remaining companies who provided quotes for the work to resolve the work as quickly as possible. **Action: BH to write to Mr Long to inform he no longer is required to complete the work.**

III. FOOTPATHS

An application to reroute Footpath 3 have been resubmitted, following an amendment to the maps.

ITEM 240310-RESILIENCE PLAN

The Village Hall committee are planning to continue with the Resilience Plan after the AGM on 22nd March. The Village Hall committee have agreed to contribute £3,500 towards the the repair of the outbuilding at the Village Hall with the view to the generator being stored within it. It was agree to investigate a Memorandum of Understanding between the PC and Village Hall in order to confirm the identification of the Village Hall as a Rest Centre for the Resilience Plan. **Action: BH to investigate Memorandum of Understanding.**

ITEM 240311-CONSIDER RESPONSE TO TVBC LOCAL PLAN REGULATION 18 CONSULTATION

MD reported there is no housing allocation within the draft Local Plan, but housing should be considered when the Neighbourhood Plan has its 5-year review (in 2027). FC suggested councillors respond individually to the consultation.

ITEM 240312-CORRESPONDENCE

Update on Church Farm Culvert.

FC has spoken to Mr King, Mr King has sent a written explanation of the situation (attached to minutes). Mr King has been speaking with Hampshire Highways regarding the rodding and flushing-through of the culvert. FC believes Mr King would appreciate a financial contribution to the rodding costs. **Action: BH to contact NA-K to invite him to join the discussions at the next meeting.**

ITEM 240313-TO RECEIVE CLERKS REPORT

Clerks report attached.

ITEM 240314-TO AGREE DATE OF ANNUAL PARISH MEETING

It was agreed to hold APM on Monday 13th May 2024

ITEM 240315-MATTERS TO BE CARRIED FORWARD TO NEXT MEETING

- Planning Applications 24/00495/FULLS Seasons Cottage; 24/00505/FULLS Tanglewood
- Tender from Mr Eastwood for mowing during 2024
- Report from FC regarding 2022-23 Internal Audit report
- Church Farm Culvert assistance
- Tender from Do The Numbers for 2023-24 Internal Audit
- To consider options for all PC emails to move to 'official' email addresses

ITEM 240316-NEXT MEETING

7pm Monday 8th April 2024 at King Edward’s Hall

Meeting ended at 9:25pm

SUMMARY OF ACTIONS

Para	Description	Person
240304	Speak to owner of overgrown hedge on West Dean Rd re cutting	VC
240304	Find record of previously reported missing '30' sign	FC
240307	Complete adding BH to signatories and access to all bank accounts	FC
240309	Inform Mr Long he is no longer required to carry out fencing work	BH
240310	Investigate MoU for Resilience Plan	BH
240312	Invite NA-K to discussions re Church Fm Culvert at April meeting	BH