

MINUTES OF MEETING	: 16 <sup>th</sup> June 2014
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: PAVILION
TYPE OF MEETING	: ORDINARY
PRESENT	: MR CLAYTON DANKS (CD)
	: MR JAMIE WILLIAMS (JW)
	: MR NICHOLAS MELHUSH (NM)
	: MRS DINAH MURDOCH (DCM)
CHAired BY	: MR DAVID SULLIVAN (DS)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR TIM ROLT (HCC) : 1 PARISHIONER

## 22. Apologies

22.1 Apologies had been received from Rupert Conder.

## 23. Public Participation

23.1 None.

## 24 Actions arising

24.1

Councillors were reminded that any updates to the register of interests should be completed and signed and returned to the clerk. JW to action. <b>Completed</b>
Councillors agreed and were resolved that the M&G Unit Trust holding of 34,603 shares should be sold to allow the capital to be released into the build fund by October 2014. DCM & DS to action. <b>In progress</b>
Councillors were requested to provide their annual reports to the clerk for publication at the Annual Parish meeting on 19 <sup>th</sup> May. Cllrs JW & AH to action. <b>Report to be published on 19 June</b>
The HCC Countryside Access – Paths to Partnership meeting Thursday 3 <sup>rd</sup> June would be followed up by Cllr Jamie Williams. JW to action. <b>Completed</b>
Councillor Jamie Williams reported that some residents had raised concerns over the development taking place at the Old Dryer Barn. It was agreed that Cllr Williams would liaise with the development project manager. JW to action. <b>Completed.</b>

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Councillor Dinah Murdoch reported that the King George V playing fields needed an additional grass to be arranged. DB to action. **Completed**

Councillors received and discussed the working party flood report. It was agreed that:

- Action 2 – a formal request to HCC Highways to conduct a survey of all culverts was required. Cllr Tim Rolt to action; **Completed**
- Action 17 – Community questionnaire would be implemented. Clerk to print out 350 copies of the questionnaire. DB to action. Working party would make arrangements for house to house delivery. Working Party to action; **Completed**
- Action 23 – Send a letter to TVBC regarding the building regulation in old properties to have to lower the level of existing ground floors to provide increase head-room. JW to action. **In progress.**

## 25. Minutes of meeting 19<sup>th</sup> May 2014

- 25.1 The minutes of the Annual Parish Council meeting of 19<sup>th</sup> May 2014 were approved and signed by the Chairman.

## 26. Declarations of interest

- 26.1 None.

## 27. Community Speed Watch (CSW) report

- 27.1 Rupert Conder had presented apologies for his absence and his written report was reviewed by councillors:

See appendix 1 for details of the report.

## 28. Hurstbourne Tarrant Community Centre (HTCC) report

- 28.1 Susie Hoare presented a summary of the HTCC June report to the meeting:

- Final £50k of build fund was required;
- Lease arrangements were being advanced;
- TVBC planning approval had been agreed;
- Tenders were going out to 5 contractors in July.

See appendix 2 for details of the report.

## 29. Correspondence

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

- Flood Working Party Report was noted;
- Hampshire Police and Crime Panel - Rural Crime Proactive Scrutiny – Request for written evidence – deadline 4 July 2014. **DS to action;**
- Hampshire Police and Crime Panel – Financial support offered for Community Speed Watch Schemes. **RC to action;**
- TVBC – Individual Electoral Registration replaces householder electoral registration in 2014. Information only;
- Councillor Tim Rolt (HCC) reported that he chased up the request to replace damaged wooden bollards located outside Fourwinds.

## 30. Planning Applications

- 30.1 There following planning application discussed:

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

14/00356/FULLN	22 May 14	To remove existing farm / equestrian building and re-build for private equestrian / stud use to include provision for 18 stables, general purpose storage building, machinery store, outdoor arena, horse walker, grass gallops and installation of cess pit. Lower Doiley Farmhouse, Hurstbourne Tarrant, Andover, SP11 0ET. Mrs Tal Fane. <b>No comment.</b>
14/01287/FULLN	05 Jun 14	Addition of 5 no. 300mm microwave dishes to existing installation. Ibthorpe Radio Station, Lockes Drove, Pill Heath Andover, Hampshire. Airwave Solution. . <b>No comment.</b>

## 31. Councillors' reports:

- 31.1 Councillors David Sullivan, Clayton Danks and Jamie Williams had nothing further to report.
- 31.2 Cllr Melhuish raised the issue of funding for the works proposed by the Flood Working Group. He highlighted the fact that there was currently no budget allocation in the PC's planning for the works. It was therefore important that we urgently secure funding for the critical items from the EA, HCC or TVBC, or make a budget allowance in our own planning before works commence to ensure that they were properly funded. The Parish Council had accepted the recommendation for a HCC survey of the existing culvert system as the key task to help identify, cost and prioritise any flood repair work. It was agreed that for safety reasons a grid would be installed over the entrance to a culvert on Dene Green. **DS to action.** Cllr David Sullivan confirmed that he would be attending a meeting on Thursday 19<sup>th</sup> June where Vernham Dean, Upton, Stoke and St Mary Bourne representatives would be working with other agencies on flood mitigation plans for the Bourne valley. Cllr Melhuish confirmed that with Cllr Tim Rolt's (HCC) support that they were still pressing for 40 mph buffer zones to be installed on the A343 to the north and south of Hurstbourne Tarrant. **NM/TR to action.**
- 31.3 Councillor Dinah Murdoch expressed a concern over the state the playing fields were left in after the school fete which had contributed to the high maintenance costs incurred in June. Cllr David Sullivan agreed to raise the issue with the Community School Governor. **DS to action.**

## 32. Clerk's report

- SLR malfunction was reported to TVBC on Wednesday 28<sup>th</sup> May. No action appears to have been taken and no feedback has been provided by Traffic Management officers. **Cllr Peter Giddings (TVBC) was requested to escalate the problem;**
- Vat refund claim for 2013/14 had been submitted to HMRC;
- TVBC had reported back on the prioritised footpath cutting list for 2014. Footpath numbers 10, 14 and 16 would be cut in June and 2, 3 and 5 in September.
- The clerk would be unavailable between 19<sup>th</sup> – 25 June.

## 33 Financial Regulations

- 33.1 Councillors considered the new set of Financial Regulations and three amendments were agreed. Councillors noted the new requirements and responsibilities that were placed on the parish council.

**RESOLVED:** Councillors agreed to adopt the set of Financial Regulations and approved that the Chairman should sign the document.

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## 34 Temporary Parish Car Parking Arrangements

- 34.1 Cllr David Sullivan outlined the need to for a secured area of the parish car park to be fenced off whilst the community hall was being built. A further section would need to be kept clear of all parked vehicles to allow safe access for construction traffic. It was agreed to investigate if any additional parking could be arranged on the extreme right hand edge of the playing along-side the existing pedestrian access to the tennis court. **DB to action.**
- 34.2 It was agreed to place car parking arrangements on the July PC agenda for further discussion. **DB to action.**

## 35. Next meetings and forward plan update

- 35.1 The next ordinary Hurstbourne Tarrant Parish Council meeting will be held on Monday 21st July 2014 in the Pavilion at 7.30 p.m.  
Forward plan agenda items:

- Performance management – 1Q 2014/15 financial report;
- Parish Car Parking – temporary arrangements.

## 36. Disbursements – 19th May 2014.

- 36.1 The following cheques were presented for signature:

Number	Payee		Amount
1044	D R Baker	Salary April	£ 131.38
1045	HM Revenue & Customs	PAYE	£ 87.60
1046	Murdoch Farms Ltd	Maintenance May	£ 198.00
1047	HALC	Training fee	£ 36.00

**Total authorised      £ 452.98**

Meeting closed at 8.40 p.m.

Signed.....  
*Chairman*

Date:.....

# Hurstbourne Tarrant Parish Council

## Appendix 1.

### **Hurstbourne Tarrant Community Speed Watch Report to Parish Council 16<sup>th</sup> June 2014**

Although the Action Group Against Speeding (AGAS) has introduced a number of traffic calming measures, the majority of drivers continue to break the law in the village by exceeding the speed limit. It is hoped that we will be authorised to trial a Community Speed Watch scheme shortly once Police administrative procedures are completed.

Community Speed Watch aims to increase your awareness of your speed by displaying the speed you are going in the 30 m.p.h. limit. Your speed will be monitored by volunteers. If a driver has broken the law by exceeding the speed limit, the vehicle details will be entered on the Police Traffic database and an automatic warning letter will be sent to the registered vehicle owner. A repeat recording of the same vehicle will result in a stronger letter being sent. Should the same vehicle be caught speeding on a later occasion, further action will be taken by the Road Policing Unit.

Any confrontation may be recorded for training purposes and possibly further action.

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## *Appendix 2*

### **Hurstbourne Tarrant Development Trust**

### **Update to the Parish Council: 16<sup>th</sup> JUNE, 2014**

The process of submitting grant funding 'bids' continues, as do village fund raising activities and events, including exploring the potential for private donations or pledges - not only to secure sufficient funds for building works, but also as we move forward to help fund 'kit' for the new Centre.

TVBC have now approved the application for planning permission (with conditions) for the demolition of the pavilion, the new community building, air source heat pump store and other associated external works. Provided therefore we can be confident that we will reach sufficient target funding levels by July, and subject to the necessary license from Natural England (see also below), we will be in a position to start construction of the new Centre in October this year.

To this end, work also continues on the very many other actions needed to enable us to proceed with building the new Centre. For example:

- **Finalising detailed specifications & drawings to satisfy building regulations:** work is on target to go out to tender in July with a view to securing final quotes and to form the basis for contracts with a building contractor or project manager.
- **Lease agreement:** actions continue on finalising the 125 year lease of the land currently occupied by the pavilion and associated car park by the Parish Council as trustee of the King George's Field Trust to the Development Trust.
- **Application for a licence to disturb the bats:** the three further surveys required by Natural England have been completed. The results are currently being analysed and will be incorporated into the existing application to Natural England for a licence to disturb the bats at the beginning of October.
- **Landscaping plan:** approval of a landscaping plan by TVBC is a pre-requisite before the pavilion can be demolished and building works on the new centre can begin. Having established with TVBC key requirements and an 'approved' planting list, work is in progress to prepare the plan including a 5 year maintenance programme.
- **Village communications:** as well as the regular monthly project updates via the parish council minutes, the parish magazine, email, the project web site and on village notice boards, we provided an information display at the School Fayre on 7<sup>th</sup> June and will be doing the same at the Flower Show on 19<sup>th</sup> July.
- **Other preparatory activities:** we are liaising with regular users of the pavilion / car park (e.g. the Scout Group, the School, football clubs etc) to identify their plans and how best to meet their requirements whilst construction works are in progress. This includes identifying with potential contractors their access requirements in order that we can then establish in liaison with the Parish Council temporary car parking arrangements primarily for the School.

*The HTCC Team*

*13<sup>th</sup> June, 2014*