

Hurstbourne Tarrant Parish Council

MINUTES OF MEETING	: 17 th July 2017
TIME OF MEETING	: 7.30 p m
VENUE OF MEETING	: Community Centre
TYPE OF MEETING	: ORDINARY PARISH COUNCIL
PRESENT	: MR MARK THOMAS (MT)
	: MR JAMIE WILLIAMS (JW)
	: MR DAVID SULLIVAN (DS)
CHAired BY	: MR IAN KITSON (IK)
IN ATTENDANCE	: MR DAVID BAKER (DB)
ALSO PRESENT	: CLLR KIRSTY LOCKE (HCC)
	: 4 PARISHIONERS

36. Apologies

- 36.1 Apologies were received from Cllrs Louisa Russell, Mark Betteridge and Peter Giddings (TVBC).

37. Public participation

- 37.1 Dr Andy Watson reported that the village show had been a great success and expressed his thanks for the support provided by the village show committee, parishioners and the many willing volunteers and participants. Cllr Ian Kitson thanked Andy for his leadership of the event.

38. Actions arising from the previous meeting:

38.1

A resident asked when would road markings be repainted on the roads that had been resurfaced in March/April. DB to action. Completed
The appointment of Dr Jane Jones as a trustee was unanimously agreed by councillors. The clerk was asked to confirm the result in writing to the Lillian Murre Trust. DB to action. Completed
The Goodman planning application to lift the restriction on Co-op HGVs using the A343 as an access route was to be heard by TVBC planning committee on Thursday 22nd July. Cllr Jamie Williams was asked to check that objectors would be fully represented at the meeting and offered to attend as necessary. JW to action. Completed, JW continuing to monitor.
Councillors discuss the request and agreed to approve a donation of £100. DB to action. Completed
The grant request submitted by St Peter's Church PCC for graveyard maintenance in 2017/18. Councillors noted the recent submission of the grant request and after an initial discussion agreed to

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request being place on the agenda for the July parish council meeting. DB to action. Completed
17/01390/FULLN Erection of two storey extension to provide kitchen with two bedrooms and shower room above. Poores Cottage, Horseshoe Lane, Ibthorpe, SP110BY. On hold, JW to agree position with councillors be email. Completed
Cllr Ian Kitson reported that two allotment plots had not been taken up this season as planned and were available for reallocation. IK/DB to action. Cllr Kitson also reported some clearance and maintenance work on Dolmans lane footpath was required. DS/MT to action. Completed
Defibrillator project to be put in place to purchase, set up and implement the equipment and identify volunteers for training program. MT to action. Completed
New play equipment - An official opening ceremony was being planned for 1.15 pm on 15 th July as part of this year's Village Show. An invitation would be issued to a TVBC representative to attend. IK/GW to action. Completed
Councillors discussed and agreed to install a post and rail fencing behind the play area to provide separated access for dog walkers and their pets onto KGV playing fields. . Fencing quotes would be raised. IK to action. In progress.
A fault had been noted on the aerial runway which needed to be closed so that a supporting wooden strut could be replaced. IK/MT to action. Completed

39. Approval of minutes of the meeting 19th June 2017

- 39.1 The minutes of the Annual Parish Council meeting of 19th June 2017 were approved and signed by the Chairman.

40. Declarations of Interest

- 40.1 None.

41 Community Speed Watch

- 41.1 Councillor Mark Betteridge had presented his apologies, progress to finalise the siting of the 2nd SID sign was still being refined. The Goodmans ANPR system situation was being carefully monitored.
- 41.2 It was note that the hedge outside Dalton House Church Street needed to be cut back to maintain sight lines.

42. HTCC quarterly report

- 42.1 Susie Hoare presented her report to the meeting confirming an excellent second year of operation for the Community Centre as a thriving and highly popular village venue for all kinds of activities. The forecasted income and expenditure targets for the second year of operation had been met. Bookings over the next 3 years were building steadily as the number and range of users expanded. Overall, a very well rounded performance had been achieved with the Community Centre becoming an important hub for the local community.
- 42.2 Mrs Susie Hoare announced the next Annual Open Evening would be held on Friday 6th October.

See Appendix 1 for the full HTCC report.

43 Correspondence

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

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- St Peter's Church grant application was considered and a grant of £500 for churchyard maintenance was approved.

44. Planning Applications

44.1 The following planning applications were discussed.

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

1701718/FULLN 17/01719/LBWN	11 Jul 17	Alteration, repair and extension to rear. Adams Farm, Ibthorpe Road, Ibthorpe, SP110BJ. Mr and Mrs Tom Kennedy. No comment
17/00649/FULLN Amendments	13 Jul 17	Conversion of cattle shed (including replacement of lean-to with garden room, demolition and replacement of low range) for residential purposes, with associated parking and garden. Cattle Shed, Adams Farm, Ibthorpe Andover. Mr Colin Osmer. No comment.

45. Councillors' reports:

45.1 Cllr Mark Thomas reported 3 footpath concerns had been raised:

- Doles Wood to Frenches Farm was not exactly aligned to its designated position but as the path was clearly defined and access was open no action was deemed necessary.
- Windmills an electric fence close to a stile was considered a risk. Signage would be put in place to warn walkers of the hazard. **JW to action.**
- Parts of the Test Way, Dolmans Lane and Doles Wood footpaths needed grass cutting to improve ease of access. Currently investigating the possible use of parish lengthsmen scheme or volunteer support to complete the work.

45.2 Cllr Thomas reported that the defibrillator had been purchased and the delivery date would be confirmed shortly.

45.3 Cllr Thomas put forward a suggestion that the parish council should consider having a stand at the village show to provide information on the council's work and services.

45.4 Cllr David Sullivan reported that work on Dene Green to apply top soil and seed the newly levelled area would resume in the early autumn.

45.5 Cllr Ian Kitson confirmed that 2 allotments plots were coming vacant and encouraged any interested parishioners to apply.

45.6 Cllr Jamie Williams reported that the public meeting convened to discuss traffic issues in and around Horseshoe Lane, planned for 1st August, may need to be moved to a new date to allow more interested residents the opportunity of attending the meeting. **JW to action.**

46. Clerk's report

46.1 Vacancy for a part-time parish clerk/RFO had been advertised and to date one application had been received.

46.2 Ibthorpe Road closure by Southern Water had been delayed and was now expected to take place from 31st July -4th August 7.30am – 5.00pm

46.3 TVBC Community Services were holding an event in the Community Centre on Wednesday 26th July from 9.30 – 12.00. All were welcome to attend – tea, coffee, cake and a chat will be provided. Information would be provided on local services and community services.

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47. Performance Monitoring – 1Q 2017/18 Financial Report

- 47.1 The clerk presented the 1Q 2017/18 financial reports and confirmed that the bank reconciliation report and bank statements had been reviewed by the council's internal controller and had been signed off as a true record as required by the revised financial regulations.

Overall spending was in line with budget plans.

RESOLVED: No remedial action was required.

48 Scheme of delegation

- 48.1 The clerk presented a proposed scheme of delegation to be operated during the summer recess which was discussed and agreed as follows:
- Planning applications where decisions were required before the next PC meeting on 18th September 2017 to be delegated to Councillor Jamie Williams and at least one other parish councillor.
 - Payments falling due before 18th September 2017 that were put forward by the Responsible Financial Officer for payment would be authorised by the Chairman and cheques could be signed by any two authorised parish councillors.

RESOLVED: Councillors adopted the scheme of delegation.

49 Update of the project register

- 49.1 The clerk presented an update report on the parish council's project register. A number of significant projects were nearing completion:

- Installation of new play equipment on KGV playing fields
- Installation of a defibrillator at the old post office
- Installation of a 2nd permanent solar SID device on the A343 northbound carriageway
- Installation of replacement fencing around the KGV play area
- Minor repairs to the Aerial runway and teenage shelter on KGV had been completed

- 49.2 The clerk reviewed the June 2017 TVBC S106 report and identified a number of report anomalies that needed investigation. It was agreed to request a meeting with TVBC to investigate the matter further. **JW, DB, PG (TVBC) to action.**

50. Next meetings and forward plan update

- 50.1 The next Hurstbourne Tarrant Parish Council meeting will be held on Monday 18th September 2017 in the **Community Hall** at 7.30 p.m.

Forward plan agenda items:

- Providing notice of firework parties
- Annual review of insurance policy

51 Disbursements – 17th July 2017.

- 51.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1267	D R Baker	Salary Apr	£ 131.38
1268	HM Revenue & Customs	PAYE	£ 87.60
1269	Victim Support	Grant	£ 100.00
1270	Copper Beech Ltd	Matting installation	£ 900.00

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1271	Kitson Recycling Ltd	Safety matting	£ 3,249.60
1272	Cllr Mark Thomas	Defibrillator package	£ 2,134.90
1273	HTCC	Room booking	£ 24.00
1274	ROSPA	Play areas inspection fee	£ 159.60
1275	St Peter's Church	Churchyard maintenance grant	£ 500.00

Total authorised £ 7,287.08

Meeting closed at 9.00p.m.

Signed.....
Chairman

Date:.....

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Appendix 1 Hurstbourne Tarrant Community Centre (HTCC) Update to the Parish Council: 17th July, 2017

- The Community Centre continues to be a thriving and highly popular village venue for all kinds of activities, and has rapidly become an important 'hub' for the local community.
 - Our Annual Open Meeting will be held on Friday, 6th October, 2017, at 7.30 pm for 8.00 pm in the Community Centre to update everyone on the Centre's performance in its second year of operation, and to involve parishioners in sharing their ideas and suggestions on sustaining its success. The event is being publicised widely and invitations delivered to every household in the parish. We do hope that as many people as possible join us at the event - everyone is very welcome to come along.
 - Regular weekday classes and activities taking place at the Centre include Yoga, Pilates, childrens' story telling & movement sessions, the Parent & Toddlers Group, the After-School Club, Scouts, Cubs and Beavers, table tennis sessions, HbT Historical Society meetings & talks, Parish Council and PCC meetings, and with effect from March this year, the new SWIFTS Social & Support Group for people living in the Parish on the 2nd Monday morning of each month which has proved to be very popular.
 - Along with these regular activities, the Centre has been used for a wide range of private events including many children's birthday parties, family gatherings, special occasion parties, wedding receptions, christening parties, luncheons, charity fund-raising events, a variety of workshops & meetings and antiques valuation days'.
 - In addition, in its first year of operation, the Centre was used for 5 village/community events. In our second year of operation, it was the venue for 12 village/community events.
 - The forecast income and expenditure targets for the second year of the Centre's operation (1 July 2016 – 30 June 2017) have been achieved.
 - It is particularly pleasing that in Year 2, over 60% of the event bookings were 'repeat business'. Feedback from users is that they have booked the Centre again because of the quality of the building and its facilities, the ease of the booking process and 'good customer services'. By far the largest majority of users are residents of the Parish. 'Non-resident users' invariably have a past connection with the village.
 - It is also worthy of note that many of the Centre's 'bookers' use the services of local businesses, for example, local accommodation providers, caterers and event organisers, bar suppliers, childrens' entertainment providers, local taxi firms and so on.
 - Looking forward, in our third year of operation (July 2017 – June 2018), the Centre has been used as part of the recent very successful 2017 Village Show, with events to come such as the School Summer Production in July; the School 'Oktoberfest' in September; the Village Harvest Lunch; the HTCC Open Evening and the Blackbox Theatre Production of 'Bouncers' in October; the School Christmas Fayre in November; Carols Around the Christmas Tree in December; and then events such as a repeat of the highly successful live streaming of the 6 Nations matches in February and March, 2018; the HBT5 Race and Fun Run in April; the Annual Parish Meeting in May; and the School Summer Fayre in June 2018.
 - Taken together, the Centre is already booked for some 50 private and village/community events in 2017/18, as well as the regular weekday activities and classes outlined above.
 - We publish regular events listings and news updates for the village via e.g. the village web site, the parish magazine, e-mail updates and on the Village and Centre's notice boards.
 - Of course, behind the scenes an enormous amount of 'unseen' work takes place by volunteers on behalf of the village to run the Centre effectively and to keep it in good condition. Equally, none of the village/community events could happen without the hard work and support of local volunteers. A sincere thank you to all volunteers!
- The HTCC Team, 17th July, 2017