

# **HURSTBOURNE TARRANT PARISH COUNCIL**

Chairman: Mr I Kitson  
Clerk: Mrs Miriam Edwards  
Chestnut Cottage, The Dene, Hurstbourne Tarrant, SP11 0AN  
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## **MINUTES OF ORDINARY MEETING**

**Monday 16<sup>th</sup> April 2018, at 7.30 pm, held at the Hurstbourne Tarrant Community Centre**

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### **Councillors present:**

Ian Kitson (IK)(Chairman),  
Mark Thomas (MT)(Vice Chairman),  
David Sullivan (DS)  
Ed Mills (EM)

Louisa Russell (JW)  
Clerk (ME)

Cllr Peter Giddings, TVBC

### **160. Apologies for absence**

160.1 Apologies were received from Councillor Jamie Williams, and County Councillor Kirsty Locke.

### **161. Public Participation**

161.1 5 members of the public attended plus 4 persons regarding Planning Application 18/

### **162. Declarations of Interest**

162.1 None

### **163. Minutes from the previous meeting**

163.1 The minutes from the previous meeting on 19<sup>th</sup> March 2018 were agreed and signed by the Chairman.

### **164. Actions arising from previous minutes of meeting 19<sup>th</sup> March 2018**

164.1 **Horseshoe Lane public meeting** – Councillor Russell reported that a meeting of the residents was scheduled for 12<sup>th</sup> May. An update will be given at the next Parish Council meeting.

164.2 **Village Design Statement** – Councillor Williams was not present, but the initial meeting to gauge public interest and engage participants had been advertised for 26<sup>th</sup> April at the G&D.

164.3 **KGV – temporary cricket nets** – Mr Dee, the Headteacher at the Primary School, had been contacted regarding the possibility of movable cricket nets being used on the field, and updated regarding possible grant funding options. Mrs Hoare (HTCC) expressed slight concern about the siting of any such nets, in case of damage to the building. Questions were raised concerning ownership, insurance, etc. Cllr Russell agreed to make contact and report back.

164.4 **Dean Rise/The Crescent grass mowing** – Cllr Kitson updated that TVBC had confirmed that the verges formed part of the highway on their maps, and therefore HCC would have responsibility for mowing. Complete.

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### **165. Planning Applications**

- 165.1 18/00801/FULLN – Upton Cottage, Village St, Upton – demolition of family room and erection of drawing room and kitchen extensions and detached home office with store over – expiry 4<sup>th</sup> May – Councillors considered this application but it was decided to ask Cllr Williams to submit any decision on behalf of the Council.
- 165.2 18/00936/FULLN – Bourne Park – demolition of buildings associated with Bourne Park Airfield, removal of airstrip & outdoor areas, and erection of detached dwelling and outbuildings – expiry 4<sup>th</sup> May – one of the applicants, Mr Martin, attended the meeting and gave a brief outline of the application and answered councillors' questions. He explained that a number of residents had been vocal with regard to the disruption caused by the airfield, and that for the company based there to remain viable, more business would have to be conducted. The lease was due for expiry in a year's time, so a decision had to be made regarding future use. The plans for a new 5-bedroomed house would include removal of non-native trees, replanting with native species, and creating a wildlife corridor between Doles Wood and Rag Copse. The aircraft company did not employ anyone local and would be relocating to their other premises with no loss of jobs. Councillors present gave unanimous support for the application.

### **166. Councillors' Reports**

- 166.1 Councillor Russell gave an update on the Swifts group and its continued support and success.
- 166.2 Councillor Thomas wished to thank co-ordinators in HBT for their assistance with organising the Spring Clean on 7<sup>th</sup> April, and Fiona Holland for organising Upton's on 24<sup>th</sup> March, and to acknowledge the support by Deborah Hughes from TVBC in lending equipment and collecting rubbish.
- With regard to KGV, the RoSPA inspection of the play equipment last year had returned a low risk result and matting had subsequently been laid. Cllr Mills agreed to provide chippings and the use of a pneumatic decompactor for the area under the zipwire.
- The overgrown footpath at the bottom edge of Doles Wood had been cutback by Cllr Thomas and the fencing repaired by the owner, Mr Murdoch.
- A meeting of the HBeeT group had taken place and the two initial projects on Dene Green and KGV agreed. A guided bird walk was planned for 19<sup>th</sup> May, and further ideas such as a wildflower walk and a bee evening had been discussed. Cllr Mills offered to investigate obtaining wild flower turf. The Village Show was to include bee-friendly classes in 2018.
- An enquiry had been received from a parishioner regarding GP & hospital appointment assistance for those residents without their own transport or living alone. Although there were names in the Parish Directory of people willing to assist, the question was raised as to whether this needed a wider group of volunteers. Cllr Sullivan suggested whether the Community Fund, once set up, could help with costs, and Cllr Giddings reminded Councillors that Andover Neighbourcare should provide a similar service for the villages, but they do charge.
- 166.3 Councillor Sullivan had been asked to approach Horseshoe Cottage with regard to the stiles on the footpath across their land and create access for dogs. This task was in hand.
- The gulleys at the bottom of Dunstons Lane required grading and Councillor Mills had offered to assist with the use of his digger.
- 166.4 Councillor Giddings reminded Councillors of his £1000 grant funding for Parish projects, which was offered on a 50% matching basis.

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## **167. Clerk's report and Correspondence**

167.1 The Clerk reported on the following:

- CIL (Community Infrastructure Levy) funding by TVBC was now open for bids in excess of £10k. Mr Gary Edwards was meeting with representatives of the Pathfinder flooding/riverbed project and would report back in due course with regard to the option of TVBC providing financial assistance.
- a flat in Dean Rise and a bungalow in Dines Close had both been advertised for rent recently, but no update as to whether any references for local people were required
- the annual request from St Peter's Church had been received for a grant for churchyard maintenance, and the necessary forms had been sent to them.
- a request had been made by the Village Show Committee for a WW2 re-enactment group to set up their equipment the night before the show (on 14<sup>th</sup> July) and remain on site overnight for security. Councillors agreed to this request.
- the first half of the annual precept from TVBC had been received into the bank account - £7,650.
- the Clerk asked for permission to purchase a voucher for Tammy King who had conducted the internal audit and made no charge. This was a task she had carried out for over 15 years, but owing to a change in career, would no longer be able to assist. Councillors agreed to the purchase of a £50 voucher from Mole and to minute their thanks for her assistance to the Parish Council.
- an alleged incident of dog poisoning on Hurstbourne Common had been put onto the Parish Council Facebook page, but not reported to police by the dog owner. It was felt unlikely that poison would have been allowed on the Common by the owners as it used as a wildlife study area, and they had been updated of the incident.
- the clerk was meeting with the dog warden from TVBC regarding dog fouling issues
- the clerk was also meeting with Jenny Brain from TVBC Community Engagement team, for her to cast her eye around the Parish and see if there was anything they could financially support.
- GDPR – still no formal advice regarding Parish and Town Councils but advice from the Information Commissioner's Office is that GDPR is a 'journey, rather than a destination' and they will be looking to councils to demonstrate their commitments to making progress towards embedding the right processes and procedures.

## **168. Agenda Planning**

168.1 There were no changes made to the planned Agendas for the May Annual Parish Council and Annual Parish Meetings on 21<sup>st</sup> May.

## **169. Performance Monitoring 17/18 Year End and financial Year End Reporting**

169.1 The review of effectiveness of the internal audit and approval of the terms of reference for the internal audit 2018/19 were deferred by the Chairman to June's Parish Council meeting as a new internal auditor would be required for the 2018/19 financial year.

169.2 The Clerk presented the financial report for 2017/18. Councillors discussed and approved the report as fairly representing the financial position of the council:

**RESOLVED:** Approved the financial report for 2017/18.

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### **170. Annual Return for 2017/18**

170.1 The clerk presented a summary of the internal audit carried out by Tammy King on the 9<sup>th</sup> April and reviewed Sections 1, 2 and 4 of the Annual Return for 2017/18 with members. Councillors discussed and approved the following:

**RESOLVED:** the following list of resolutions were agreed:

170.2 To approve the Annual Governance Statement in section 1 of the Annual Return and to accept any recommendations or actions put forward by the internal auditor. Councillors approved the Clerk and the Chairman signing section 1 of the Annual Return.

170.3 To agree that the statement of accounts contained in section 2 of the Annual Return represented fairly the financial position of the Council.

170.4 To approve the Council's accounts and approved the Responsible Financial Officer and the Chairman signing section 2 of the Annual Return.

170.5 Annual internal audit report 2017/18. To note page 3 of the Annual Return together with any comments, recommendations arising from the internal audit.

### **171. Hurstbourne Tarrant Parish Council Annual Report**

171.1 A number of reports were still to be received. Councillors had seen a draft, and agreed that the document be published in advance of the Annual Parish Meeting on 21<sup>st</sup> May 2018 once it was complete.

### **172. Disbursements**

172.1 The following cheques were presented for signature:

Number	Payee	Expenditure	Amount
1338	M J Edwards	Salary Apr	£ 515.47
1339	HMRC	PAYE	£ 128.87
1340	HALC	Affiliation fees 2018/19 & NALC Levy 2018/19	£ 300.00
1341	TVBC	Dog & litter bin emptying - 1/4/17 – 31/3/18 – 3 bins	£ 239.76
1342	SLCC	Annual membership 2018/19	£ 115.00
1343	HPFA	Annual membership 2018/19	£ 40.00

**Total to be authorised £ 1,339.10**

### **173. Next Meeting 21<sup>st</sup> May 2018**

173.1 The Annual Parish Council Meeting to be held at 6pm on Monday 21<sup>st</sup> May 2018 at the Hurstbourne Tarrant Community Centre, followed by the Annual Parish Meeting of the electorate at 7.30pm.

The meeting closed at 8.32 p.m.

**Signed..... Chairman** **Date:.....**