

HURSTBOURNE TARRANT PARISH COUNCIL

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards
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MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Monday 23rd May 2022 at 6.00pm, held at the Hurstbourne Tarrant Community Centre.

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Councillors present:

Cllr Ian Kitson (Chairman)

Cllr John Bentley

Cllr Mark Thomas (Vice Chairman)

Cllr Jamie Williams

Cllr Louisa Russell

Clerk

1. TO ELECT A CHAIRMAN OF THE COUNCIL

1.1 The Chairman asked councillors for nominations for the office of Chairman of the Parish Council. Councillor Ian Kitson was proposed by Cllr Williams, seconded by Cllr Thomas, and elected unanimously to the office of Chairman.

2. TO ELECT A VICE CHAIRMAN OF THE COUNCIL

2.1 Councillor Ian Kitson asked councillors for nominations for the office of Vice Chairman of the Parish Council. Councillor Mark Thomas was proposed by Cllr Kitson, seconded by Cllr Russell, and elected unanimously to the office of Vice-Chairman.

3. TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE FROM THE CHAIRMAN & VICE CHAIRMAN

3.1 Declarations of acceptance of office were duly signed by the Chairman and Vice Chairman and returned to clerk for counter signature and filing.

4. TO AGREE COUNCILLORS' RESPONSIBILITIES FOR THE MUNICIPAL YEAR 2022/23

4.1 Councillors agreed the following portfolios:
- Councillor Kitson – allotments, tree warden
- Councillor Thomas – footpaths, volunteering and HTCC Liaison
- Councillor Russell – finance/internal control, SWIFTS
- Councillor Williams – Planning & Upton/Pill Heath
- Councillor Bentley - play equipment, sustainability, youth engagement

5. TO COMPLETE THE ANNUAL UPDATE OF REGISTER OF INTERESTS

5.1 Councillors were reminded that any updates to the register of interests should be notified to the clerk, to inform TVBC. There were no changes declared.

6. TO AGREE A CHAIRMAN'S ALLOWANCE

6.1 The Chairman's allowance, for urgent or emergency payments in between meetings such as condolences, was discussed.

RESOLVED: Approved the setting up of a chairman's allowance of £150.00 in 2022/23

Hurstbourne Tarrant Parish Council Minutes - May 2022 to April 2023
Copies of Parish Council Minutes may be accessed at www.hbtparishcouncil.org.uk

Signed Date

7. TO INSPECT ANY DEEDS AND TRUST INVESTMENTS IN THE CUSTODY OF THE COUNCIL

7.1 There were no deeds or investment which required review, therefore no action taken.

8. TO DETERMINE THE TIME AND PLACE OF ORDINARY MEETINGS OF THE COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING

8.1 Councillors agreed the list of dates for future meetings provided by the Clerk, and to hold them at the Hurstbourne Tarrant Community Centre:

20 th June 2022	16 th January 2023
18 th July 2022	20 th February 2023
19 th September 2022	20 th March 2023
17 th October 2022	17 th April 2023
21 st November 2022	15 th May 2023
19 th December 2022	

Reviews of standing orders & financial regulations, policies & procedures, assets & land, and insurance cover were carried out at other meetings during the municipal year. Consideration of subscriptions falling to be paid annually was made during budget setting.

9. APOLOGIES FOR ABSENCE

9.1 County Councillor Kirsty North & Borough Councillor Phil North gave apologies, owing to other meetings to attend.

10. DECLARATIONS OF INTEREST

10.1 There were no declarations of interests relating to items on the agenda, or requests for dispensations, in accordance with the Council's code of conduct.

11. MINUTES OF PREVIOUS MEETING

11.1 Councillors agreed and approved the minutes of the last meeting which was held on 19th April 2022, and which were signed by the Chairman.

12. ACTIONS ARISING

12.1 Potholes, HTCC access road – Cllr Williams pointed out that potholes are created by water incursion, not by vehicles per se. Therefore, a concrete gully or drainage ditch would assist in being able to deal with this issue. For around £650, members of the Council could install the necessary equipment with about two days' work. His suggestion was to install temporary side drains down the field above the Community Centre and a gully at the front of the HTCC car park to prevent water coming onto the access road.

Cllr Kitson had obtained quotes from contractors for resurfacing, around £12,000 which everyone felt was very expensive. There was also the issue of most contractors not being able to undertake the work for some six months. Annual maintenance of the potholes could be achieved by members of the council with their equipment. Cllr Kitson was willing to undertake annual repairs and levelling with the plantings at the HTCC.

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- Councillors agreed to revisit the matter when it required attention again, and perhaps make use of S106/CIL money.
- 12.2 Jubilee Orchard, Dines Close – Cllr Bentley had received a questionnaire from the clerk to distribute by way of a SurveyMonkey survey, and it was unanimously agreed that provided there was a public appetite for the project, to set up a working party of residents to organise and subsequently maintain. Cllr Bentley will oversee the project.
- 12.3 Assistance for Ukrainian refugees – a couple of families were supporting Ukrainian families and it did not appear to require Parish Council involvement at the time. Should this change, consideration could be given to how assistance could be given.
- 12.4 Stolen drain covers – these had been replaced by HCC.
- 12.5 Dog waste bin, Ibthorpe – there had been no further complaints about dog waste in Ibthorpe or the Horseshoe since the previous March. Although residents from further afield had asked for a bin in Ibthorpe, residents in the Horseshoe and surround had been spoken to by Cllr Russell and did not feel an additional bin was necessary. The Parish Council provided dog waste bins in PC owned recreational spaces and had installed one in Doloman’s Lane where there had been an increasing problem, and which the bin installation had solved. As there did not appear to be a problem in Ibthorpe, councillors agreed that at this time, the expense could not be justified.

13. PUBLIC PARTICIPATION

- 13.1 Two members of the public attended. Mrs Lynn Hedger gave a Community Speedwatch update. Since the last Parish Council meeting, 11 sessions had been held, with 91 speeding vehicles recorded, the fastest being a young man in a Vauxhall Corsa driving at 50mph. Mrs Hedger had been keeping track for repeat offenders, of which there had been none which was promising. The Chairman thanked the team for their continued hard work.

14. CASUAL VACANCY FOR A PARISH COUNCILLOR

- 14.1 Only one application for the vacancy had been received from Mr Neil Hedger. Councillors discussed the application.
RESOLVED: it was unanimously resolved to co-opt Mr Neil Hedger onto the Parish Council. Mr Hedger was present and signed his declaration of acceptance.

15. PLANNING - to discuss any planning matters and recent applications to TVBC

- 15.1 22/01248/TREEN* - St Peter’s Churchyard, HBT - T573 - Weeping Ash - Fell. No comment
- 15.2 22/01194/TREEN* - Lower Farm, Church St, HBT - T1 -T3 - Poplar group - Reduce crown by up to 4m overall, T4 - London Plane - Reduce crown by up to 5m overall, T5 - Sycamore - Re-pollard back to primary pollard points, T6 - Lime - Reduce crown by up to 4m overall, T7 - Unknown - Fell. No comment
- 15.3 21/00258/COND12 - Adams Farm, Ibthorpe - Condition 12 of 21/00248/FULLN - existing doors to outbuilding. No comment
- 15.4 Cllr Williams updated that a rejection decision was expected from Test Valley Borough Council on the application for permanent consent to site caravans on the Netherton valley road.
- 15.5 The Old Church Hall, Ibthorpe Road – a complaint had been made to the Borough Council regarding the close-board fencing erected by the front door of the property.

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A condition had been applied to the premises regarding fencing height but unfortunately it didn't specify that it should not be close-board.

- 15.6 Horse field at Ibthorpe Road opposite Dines Close – a complaint had been made regarding over-population of animals. The consent on the field was for one horse, so a planning application would be required by the owner.
- 15.7 Horse field at bottom of Locks Drove – a complaint had been made about fencing and stabling erected. The Planning Officer had updated that there was no equestrian consent on the field so any additional paraphernalia was to be removed and change of use sought by the owner.

16. COUNCILLORS' UPDATES

- 16.1 Cllr Thomas reported that Dean Rise field grass had not been cut in line with KGV. Clerk to contact TVBC. He was also intending to trim around the bench on the field, and also around the dog waste bin on KGV by the football pitch to encourage continued use. The Clerk was also asked to contact local landowners to ask them to cut back side growth on rights of way (surface growth is ultimately the responsibility of the local authority).
- 16.2 Cllr Williams had carried out some tree work at Windmills, Common Road/Dolomans Lane, and felt there may be some complaints about debris on the path. A licence had been obtained to fell the Ash trees (the licence overrides the issue with disturbance of nesting birds).
- 16.3 Cllr Williams also reported that he had encountered numerous issues regarding the Jubilee beacon, so it was agreed by everyone that with limited time left before the Jubilee weekend, not to go ahead with a beacon.

17. CLERK'S REPORT & CORRESPONDENCE

- 17.1 The Clerk reported that the Centenary Garden was looking rather unkempt. Cllr Kitson would find a willing volunteer from the allotment tenants.
- 17.2 The Upton defibrillator was out of action owing to a faulty door on the cabinet. The Community Heartbeat Trust had organised a replacement and the guardian, Cllr Palmer from Vernham Dean PC, would arrange its fitting, at which point the defibrillator would be shown as back online.

18. FINANCE

- 18.1 The Clerk updated that a very generous donation from the Barber Chervet Trust had been received, and although the trustees had not stipulated a specific use for it, they had suggested it be used towards children's play equipment and in particular, but not exclusively, any item which would assist those with additional needs. The Chairman wished the sincere thanks of the whole Council to be minuted, and that appropriate recognition would be given when a decision was made as to what to use the money for.
- 18.2 On the day of the meeting, the bank balance stood at £56,150.31 including earmarked reserves of £37,578.
- 18.3 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

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TYPE	DATE	PAYEE	AMOUNT	REMARKS
BACS	20/4/2022	Mrs M Edwards	597.44	Salary - April
BACS	20/4/2022	HMRC	149.20	PAYE - April
DD	21/4/2022	Southern Electric	12.53	Upton defibrillator electricity
DD	3/5/2022	TVBC	97.38	Grounds maintenance
BACS	3/5/2022	Scribe Accounts	345.60	Accounting package
BACS	3/5/2022	HTCC	330.00	Swifts hall hire
BACS	10/5/2022	Business Stream	10.27	Allotment water rates
BACS	10/5/2022	Hampshire ALC	341.93	HALC/NALC annual subs
BACS	10/5/2022	HMRC	149.40	PAYE - May
BACS	10/5/2022	Mrs M Edwards	597.24	Salary - May
BACS	18/5/2022	RoSPA Play Safety	168.00	Annual play equipment inspection
DD	23/5/2022	Southern Electric	12.53	Upton defibrillator electricity
		TOTAL	2811.52	

19. PLAY EQUIPMENT ON KGV

- 19.1 The annual safety inspection had been carried out. It had again highlighted the issue with the roundabout and also the zipwire. Cllr Bentley would arrange replacement parts for the zipwire as required. He had already replaced the broken wooden slats in the teen shelter.
- 19.2 **RESOLVED:** Councillors unanimously agreed that in light of a generous donation towards play equipment, to go ahead with purchasing a replacement accessible roundabout (subject to agreement of quotes and design) and removal of the old roundabout.

20. NEXT MEETING

- 20.1 The next ordinary meeting of the Parish Council was due to be held on Monday 20th June 2022.

The meeting concluded at 18:56 hrs.

Signed Chairman