

HURSTBOURNE TARRANT PARISH COUNCIL

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards
Tel: 07768 453772 ; email: theparishclerk@hbt.org.uk
Website: www.hbtparishcouncil.org.uk

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Monday 21st February 2022 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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Councillors present:

Cllr Ian Kitson (Chairman)

Cllr John Partridge

Councillor Louisa Russell

Cllr Mark Thomas

Clerk

79. APOLOGIES FOR ABSENCE

79.1 Cllr John Bentley & Cllr Jamie Williams sent apologies for absence.

80. DECLARATIONS OF INTEREST

80.1 There were no declarations of interest from Councillors on any items on the agenda.

81. MINUTES OF THE PREVIOUS MEETING

81.1 Councillors agreed and approved the minutes of the last meeting held on 20th December 2021, which were signed by the Chairman.

82. ACTIONS ARISING FROM THE PREVIOUS MEETING

- 82.1 Stile/footpath 8 adjacent to A343 - the clerk had written to Mr David Low, landowner on the south side of the road, regarding the installation of a permissive path. No reply at the time of the meeting.
- 82.2 Brick bus shelter, Dene Green - repairs to roof and installation of bookshelves had been slightly delayed owing to the volunteer workforce having to commit to paid work. To be completed as soon as practicable.
- 82.3 Sign on Dene Green utilising the two metal posts - a suggestion was to make use of the sign to publicise Speedwatch results. For further research and to be added to the Project Register.
- 82.4 CCTV pipe survey under A343 - the clerk had contacted Clanville Draintech but no response to date despite the promise of a quote. Well measurements from Stoke indicated the Swift and Bourne were rising, but levels were still reasonably low. There was no sign of the Swift at the rear of the Ibthorpe Road, HBT, where it usually rose first within the village, although a resident's well was only a meter from ground level. When a quote was received, a decision would be made about a survey during the dry summer months.
- 82.5 Waste bin, Bank Tree triangle, Ibthorpe - the clerk had been in touch with TVBC who advised that any bin which couldn't be automatically collected on the back of the fortnightly round (ie a wheelie bin) would be subject to the same cost as a red dog bin (approx. £208 p.a.). The cost of purchasing a black and gold bin or red dog bin was in the region of £200. Clerk and Cllr Russell to seek the views of the residents of Ibthorpe and Horseshoe Lane.

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- 82.6 Handrail at rear of Dean Rise field - the clerk had received the funding from HCC for the materials for the handrail, which was due to be installed by the Rangers and volunteers the day after the meeting.
- 82.7 Jubilee Beacon - the clerk had written to Mr Murdoch's estate manager regarding a beacon bonfire on the crop cover field at the top of Doles Wood but no reply to date. This would take place on 2nd June at 9.45pm, in line with the nationwide Queen's Platinum Jubilee celebrations. If permission was granted, further consideration could be given to some refreshments on KGV while the bonfire was lit.
- 82.8 Speed Indicator Device, A343 @ The Crescent - it appeared that the battery may have been failing, as the northbound device was failing to work correctly. Cllr Bentley had organised a new battery which was due for fitting in the following week.
- 82.9 Potholes on access road to HTCC - Cllr Kitson had organised two contractors to view the surface including the crumbling edge into the river, but at the time of the meeting, no quotes had been received.
- 82.10 Hedgecutting of scrub around KGV & Dean Rise fields - Cllrs Kitson and Williams had been unable to complete this owing to the wet ground which would have been churned up by the vehicles, but they had been able to cut back the hedge along Common Road, which had been narrowing the usable highway.

83. PUBLIC PARTICIPATION

- 83.1 Four members of the public attended the meeting. Mrs Lynn Hedger gave an update on Community Speedwatch sessions. Although the wintry weather had not deterred the stalwart Speedwatch volunteers, lack of daylight had played its part. Despite the time of year, there have been 8 speedwatch sessions since the new year, with 45 speeding vehicles reported to the police 27% of these were travelling over 45mph, and one Nissan Navarra was travelling over 50mph. The co-ordinator has made a plea for more volunteers - there is a core group of about 6 or 7 out of the 20, and it would be good to be able to spread the workload more evenly which would mean less frequent patrols for everyone, while still maintaining a regular presence.

84. PLANNING

- 84.1 22/00346/FULLN - **Shepherd's Peace, Church St, HBT** - Dr E Allinson - demolition of existing garage, replace with oak framed garage and office. No comment.
- 84.2 22/00248/VARN - **Bourne Park Airfield, Bourne Park Estate, HBT** - Sherbourne Developments Ltd - vary condition 2 of 21/01642/VARN (vary condition 2 of 18/00936/FULLN) to allow for the addition of dormer windows and attic stairs. No comment.
- 84.3 22/00273/FULLN - **Ibthorpe Manor Farm, Horseshoe Lane, Ibthorpe** - Mr & Mrs M Watson - installation of pool and erection of associated pool house. This was a new application which had addressed concerns regarding the pool house, by cutting it into a bank to reduce the visual impact on the barn from the Ibthorpe Road. The Conservation and Landscape Officers would have an opinion regarding the building within the landscape and any impact on the setting, but the Parish Council felt that the visual impact would be reduced owing to the high quality of the build and reduced over time with good quality hedging. No comment.
- 84.4 22/00077/FULLN - **Windmills Lodge, Common Road, HBT** - Mrs V Rickard-Lawrence - single storey extensions & porch. No comment.

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- 84.5 22/00264/TREEN* - **St Peter's Church, Church St, HBT** - Mr P Symes - T1 (Lime) - reduce height to original reduction points, remove larger dead wood. No comment.
- 84.6 22/00199/TREEN* - **Latches, Ibthorpe** - Ms A Mezger -T1 (Robinia) - Fell. No comment.

* In the case of Conservation Area notifications, the Local Planning Authority does not have the ability to refuse these works. In the event that there are justifiable reasons to oppose the proposals then the Council will have to make a Tree Preservation Order before the expiry of 6 weeks from when the notification was received.

85. COUNCILLORS' UPDATES

- 85.1 Cllr Thomas updated that a number of fallen trees as a result of the recent storms which had been blocking footpaths had been cut down by himself and Cllr Kitson, including Doloman's Lane and 'Coffin Way' (the Test Way behind Parsonage Farm, HBT), but there were still some very large trees in Doles Wood which would require landowner assistance. He would undertake some litter picking once the storms had all gone through.
- 85.2 Cllr Russell updated that the attendance numbers at Swifts (second Monday of the month) had increased to 45-50 which was excellent news. There were new members, including some from the direction of Stoke, but sadly no younger members of the community yet.
- 85.3 Cllr Kitson had secured the cricket net on KGV prior to the storm, as it had blown over.
He thanked Cllr Williams for his assistance with hedge cutting along Common Road. A complaint had been received about the overgrown hedges on the south side of Ibthorpe Road approaching the pumping station at Dunston's Drove, and also noted the hedge on the same side approaching Upton also required attention before the nesting season began. Both hedges were narrowing the road, causing vehicles to move further over. Cllr Kitson would ask the landowners to deal.
Cllr Kitson had also kindly concreted in the SLR post at Upton, which had been knocked loose at some point.
- 85.4 In Cllr Bentley's absence, Cllr Kitson reported on the results of the SurveyMonkey asking residents on their views about the KGV play equipment - in particular the roundabout and the teen shelter. There had been 72 online responses. 67 people wished the open style to the play equipment to remain; 54 felt the teen shelter should be replaced in the same location, with 45 voting for the same wooden-style to be chosen as a replacement. 32 people felt that public funds should be used to replace it, with 11 offering to help with design and construction, 10 offering to actively fundraise or prepare a grant application to fund a professional construction, and 9 didn't feel it was a good use of parish funds to professionally build a traditional wooden shelter, which would be more expensive than a contemporary design. Regarding the roundabout, 41 people (57% with no-one skipping the question) favoured a modern replacement meeting current safety standards. The full results would be uploaded to the Parish Council website.

86. CLERK'S UPDATE & CORRESPONDENCE

- 86.1 A resident had written to the Clerk suggesting a Jubilee Orchard on the S106 open space at the top of Dines Close (adjacent to Doloman's Lane). Councillors agreed this was a nice idea, but that residents should be consulted, and volunteers sought for planting in November.

Hurstbourne Tarrant Parish Council Minutes - May 2021 to April 2022
Copies of Parish Council Minutes may be accessed at www.hbtparishcouncil.org.uk

Signed Date

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86.2 The clerk had written to the Tree Planning Officer at TVBC, requesting some information as to how the Borough made decisions on tree felling. He had promised to supply a presentation, either in person or as a Powerpoint, at a future meeting.

87. FINANCE

87.1 On the day of the meeting, the bank balance stood at £33,714.81 including earmarked reserves of £17,578.

87.2 The clerk presented the payments made since the last meeting. Cllr Russell had agreed them as an accurate record.

TYPE	DATE	PAYEE	AMOUNT	REMARKS
BACS	4/1/2021	Tangley Parish Council	120.09	Quarter share SLRs
BACS	7/1/2022	Mr D Sullivan	52.50	Lengthsman tasks
BACS	7/1/2022	ATF	848.86	Materials for handrail Dean Rise FP
BACS	12/1/2022	Mrs M Edwards	515.54	Salary January
BACS	12/1/2022	HMRC	128.80	PAYE January
DD	25/1/2022	Southern Electric	12.53	Upton phone box elec supply
		TOTAL	£1,678.32	
BACS	15/2/2022	Business Stream	13.46	Allotment water rates
BACS	15/2/2022	John Bentley	384.00	SurveyMonkey registration
BACS	16/2/2022	Mrs M Edwards	515.54	Salary January
BACS	16/2/2022	HMRC	128.80	PAYE January
DD	21/2/2022	Southern Electric	12.53	Upton phone box elec supply
		TOTAL	£1,054.13	

87.3 **PERFORMANCE MONITORING – 2021/22 Q3 Report**

RESOLVED: Councillors reviewed and accepted the financial report for the third quarter of the financial year 2021/22 and agreed no actions were required.

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12 January 2022 (2021-2022)

Hurstbourne Tarrant Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/12/2021		
	Cash in Hand 01/04/2021		29,604.39
	ADD Receipts 01/04/2021 - 31/12/2021		22,766.53
			52,370.92
	SUBTRACT Payments 01/04/2021 - 31/12/2021		16,990.66
A	Cash in Hand 31/12/2021 (per Cash Book)		35,380.26
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2021	0.00	
	Business Bank Instant 07210851 30/09/2021	0.00	
	Treasurer's Account 00730337 30/09/2021	35,380.26	
			35,380.26
	Less unrepresented payments		
			35,380.26
	Plus unrepresented receipts		
B	Adjusted Bank Balance		35,380.26
	A = B Checks out OK		

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PAYMENTS LIST 2021/22 Q3 - 1st October 2021 - 30th December 2021

Cost Centre Administration

Code Number	10	Salary & HMRC								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
46	18/10/2021		Treasurer's		Clerk's Salary October	Clerk	X	515.54		515.54
47	18/10/2021		Treasurer's		PAYE October	HMRC	X	128.80		128.80
53	08/11/2021		Treasurer's		Clerk's Salary November	Clerk	X	515.54		515.54
54	08/11/2021		Treasurer's		PAYE November	HMRC	X	128.80		128.80
60	13/12/2021		Treasurer's		Clerk's Salary December	Clerk	X	515.34		515.34
61	13/12/2021		Treasurer's		PAYE December	HMRC	X	129.00		129.00
Subtotal for Code: Salary & HMRC								£1,933.02		£1,933.02

Code Number	12	Training								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
56	08/11/2021		Treasurer's		Clerk's Training	Society of Local Council Clerks	S	75.00	15.00	90.00
Subtotal for Code: Training								£75.00	£15.00	£90.00

Code Number	14	Stationery & Consumables								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
52	01/11/2021		Treasurer's		Consumables	Graff City Lt	S	17.13	3.42	20.55
Subtotal for Code: Stationery & Consumables								£17.13	£3.42	£20.55

Code Number	15	Other Admin Expenditure								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
50	01/11/2021		Treasurer's		Website hosting	UK2	S	68.78	13.76	82.54
51	01/11/2021		Treasurer's		Website hosting	UK2	S	9.02	1.80	10.82
57	18/11/2021		Treasurer's		Data Protection Registration	Information Commissioner's Office	X	35.00		35.00
59	22/11/2021		Treasurer's		Poppy crosses & wreaths for	Royal British Legion	X	70.48		70.48
Subtotal for Code: Other Admin Expenditure								£183.28	£15.56	£198.84
Subtotal for Cost Centre: Administration								2,208.43	33.98	2,242.41

Cost Centre Earmarked Reserves

Code Number	33	Riverbed Regrading Work								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
49	01/11/2021		Treasurer's		Riverbed Regrading Works	David S Pykett	S	3,340.00	668.00	4,008.00
Subtotal for Code: Riverbed Regrading Work								£3,340.00	£668.00	£4,008.00
Subtotal for Cost Centre: Earmarked Reserves								3,340.00	668.00	4,008.00

Cost Centre Facilities & Services

Code Number	17	Grass Cutting								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
45	13/10/2021		Treasurer's		Grass cutting	Test Valley Borough Council	S	470.40	94.08	564.48
Subtotal for Code: Grass Cutting								£470.40	£94.08	£564.48

Code Number	20	Allotments								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
44	13/10/2021		Treasurer's		Allotment water rates	Business Stream	Z	92.10		92.10
Subtotal for Code: Allotments								£92.10		£92.10

Code Number	34	Lengthsman								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
55	08/11/2021		Treasurer's		Lengthsman	David Sullivan	S	105.00	21.00	126.00
62	13/12/2021		Treasurer's		Lengthsman	David Sullivan	S	45.00	9.00	54.00
Subtotal for Code: Lengthsman								£150.00	£30.00	£180.00
Subtotal for Cost Centre: Facilities & Services								712.50	124.08	836.58

Cost Centre General Repairs & Maintenance

Code Number	23	Defibrillators								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
48	21/10/2021		Treasurer's		Upton phone box electricity supply	SSE	L	11.94	0.59	12.53
58	19/11/2021		Treasurer's		Upton phone box electricity supply	SSE	L	11.94	0.59	12.53
63	20/12/2021		Treasurer's		Upton phone box electricity supply	SSE	L	11.94	0.59	12.53
Subtotal for Code: Defibrillators								£35.82	£1.77	£37.59
Subtotal for Cost Centre: General Repairs &								35.82	1.77	37.59

Cost Centre Grants Awarded

Code Number	29	Grants Awarded								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
42	13/10/2021		Treasurer's		Grant	St Peter's Church PCC	X	500.00		500.00
Subtotal for Code: Grants Awarded								£500.00		£500.00
Subtotal for Cost Centre: Grants Awarded								500.00		500.00

Cost Centre Projects

Code Number	32	Speed Limit Reminder Signs								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
43	13/10/2021		Treasurer's		SLR maintenance 1 July-30 Sept	Tangley Parish Council	X	120.09		120.09
Subtotal for Code: Speed Limit Reminder								£120.09		£120.09
Subtotal for Cost Centre: Projects								120.09		120.09

TOTALS **£6,916.84** **£827.83** **£7,744.67**

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Hurstbourne Tarrant Parish Council RECEIPTS - Q3 1st October 2021 to 31st December 2021

Code Number		1 Precept		Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Minute	Bank							
8	18/10/2021		Treasurer's		Precept	Test Valley Borough Council	X	7,650.00		7,650.00
								Subtotal for Code: Precept		£7,650.00
Code Number		3 Playing Fields		Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Minute	Bank							
11	21/12/2021		Treasurer's		KGV Playing Field	Hampshire County Council	X	12.50		12.50
								Subtotal for Code: Playing Fields		£12.50
Code Number		7 CIL / S106		Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Minute	Bank							
9	01/11/2021		Treasurer's		Grant	Test Valley Borough Council	X	1,036.00		1,036.00
10	15/11/2021		Treasurer's		Grant	Test Valley Borough Council	X	4,592.32		4,592.32
								Subtotal for Code: CIL / S106		£5,628.32
								Subtotal for Cost Centre: Income		13,290.82
TOTALS									£13,290.82	£13,290.82

88. FORWARD PLANNING

88.1 The Annual Meeting of the Parish Council and the Annual Meeting of the Parish Electorate were due to be held on Monday 16th May 2022. The Clerk confirmed that the meetings did not have to be held on the same evening with the Annual Parish Meeting being able to be held any time between 1st March and 1st June annually. Councillors felt that the meetings should still continue to be held on the same evening, but owing to commitments, asked if the date could be on 23rd May. As 2022 was not an election year, there would be no issue with changing the night, subject to availability of a venue. All councillors and members of the public were asked to consider the content of the Annual Parish Meeting and how to encourage better attendance.

89. DATE OF NEXT MEETING

89.1 The next meeting was scheduled to be held on **Monday 21st March 2022** at the Hurstbourne Tarrant Community Centre.

The meeting concluded at 20:31 hrs.

Signed Chairman