

# HURSTBOURNE TARRANT PARISH COUNCIL

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards  
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## **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING**

Monday 18th July 2022 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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### **Councillors present:**

Cllr Ian Kitson (Chairman)  
Cllr John Bentley  
Cllr Neil Hedger

Cllr Mark Thomas  
Cllr Jamie Williams  
Clerk

### **33. APOLOGIES FOR ABSENCE**

33.1 Apologies were received from Cllr Louisa Russell.

### **34. DECLARATIONS OF INTEREST**

34.1 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.

### **35. MINUTES OF PREVIOUS MEETING**

35.1 Councillors agreed and approved the minutes of the last meeting (the annual parish council meeting which was held on 28<sup>th</sup> June 2022, and which were signed by the Chairman.

### **36. ACTIONS ARISING**

- 36.1 Potholes, HTCC access road – Cllr Kitson updated that the machinery was ready to deal with the potholes, and he & Cllr Williams would look to undertake this.
- 36.2 Overgrown rights of way – Cllr Thomas updated that some complaints had been received about the footpath (Test Way) from the back of HTCC towards Doles Wood being very overgrown. Cllr Kitson had topped these as necessary.

### **37. PUBLIC PARTICIPATION**

37.1 One member of the public was present at the meeting.

### **38. PLANNING** - to discuss any planning matters and recent applications to TVBC

- 38.1 22/01752/TREEN\*- Yew Tree Cottage, Upton - TI Ash: Fell. No comment.
- 38.2 22/01656/TREEN\* - The Cedars, The Dene, HBT - TI Hazel: Fell. No comment
- 38.3 Cllr Thomas enquired about the new crossing gates installed at Prosperous Farm on the Netherton Valley road. Cllr Williams advised that provided they were for pedestrian use, then no planning permission was required. The gates were not wide enough for a car or larger vehicle.

**39. COUNCILLORS' UPDATES**

- 39.1 Cllr Thomas thanked the Chairman for cutting back overgrown footpaths, but that there was likely to be more needing attention owing to a perfect growing season in the spring, even though the summer was proving to be very hot. Cllr Thomas reported that the trees at the top of Doles Wood, blocking the footpath, had still not been removed by the landowner, despite contact from HCC Countryside Service.
- 39.2 Cllr Bentley updated on the survey regarding an idea to plant a Jubilee orchard in Dines Close. The results were overwhelmingly against the use of the piece of open land which backed onto Doloman's Lane for this purpose. Although of the 37 responses, 15 were against the idea and 18 were in agreement, but of those 18, only 10 said they could give help to maintain an orchard. The remaining participants didn't specify but all made negative comments. Comments were to the effect that it would become neglected, people would lose interest, and concern over additional traffic and lack of space at the site. Therefore, councillors agreed that this would not be a project to be pursued. Cllr Bentley updated that he had seen a community orchard in East Grafton, which was on the recreation ground and appeared to be very well managed, according to the updates on the Parish Council's website. A suggestion was to have a community orchard on either KGV, Dean Rise field or Dene Green. This would be a project to pursue in due course. For project register. Cllr Bentley advised that he had received a complaint about some profanities spray-painted on the teen shelter on KGV. He offered to paint over this, with the assistance of the parent who had raised the matter, during the summer holidays.
- 39.3 Cllr Hedger reported that he had met with the HCC Highways Engineer regarding the project for traffic calming on the A343 and the B3048 into Hurstbourne Tarrant. The village 'gate' signs had been recosted, and the original plan updated. Public consultation was however needed, to ensure the electorate agreed with the suggestions. Cllr Bentley to organise another survey. Further suggestions from Highways were to remove those metal road signs which weren't mandatory. The only obligation was to provide information to drivers as to where the roads go. Centre lines could be removed to narrow the main road visually. Bollards had been installed by HCC who had replaced them before, therefore they should be asked to deal with those missing at The Square. Cllr Hedger would also ask HCC regarding the schedule to replace the worn skid surface at The Square, and more roundels could be painted along the road if desired. Cllr Hedger advised that he had met with the resident who had previously taken on the project, and that her focus had been on Traffic Regulation Orders and HGVs. Only the police could enforce these so they would have to be consulted regarding any such orders, but it was unlikely to get the required support. The reality was that the 'S' bends at The Square were not appropriate for large vehicles or vehicles at speed, but as little could be done to make that part of road appropriate, reducing speed would need to be the focus. Planting to make the area look more like a village could assist. A pro-active working party of individuals from the village would be needed to push these ideas forward. Cllr Bentley suggested 'guerrilla gardening' - cultivating plants or flowers on land to which the 'gardener' did not have legal rights to do so, such as abandoned sites, areas not being cared for, or private property.

## HURSTBOURNE TARRANT PARISH COUNCIL

This could include small pieces of land which were left to grass or weed, or banks along the edge of the road such as by the telephone exchange, many of which formed 'highway' under HCC and could be much improved.

The Village Design Statement could provide individual comments about the need to make the road look more 'village-like' which demonstrated community support for such proposals.

- 39.4 Cllr Hedger reported on the latest Community Speedwatch results: 4 sessions held with 47 cars reported. The fastest speed recorded was 47 mph by a Skoda Octavia and a Nissan Qashqai. 9% of speeds recorded were 40mph and higher. A Parish Councillor from Smannell had been in contact to ask for assistance with setting up a Speed Watch scheme in their area, and a meeting had been arranged. A Parish Councillor from Vernham had been in touch regarding the possibility of a Speed Watch between Vernham and Upton. The Clerk had updated him with the price of speed indicator devices and there was the possibility of sharing the device and costs with them provided they could get permission for sites from the police.

### **40. CLERK'S REPORT & CORRESPONDENCE**

- 40.1 Request from Victim Support for a grant of £100 towards safety equipment for victims of crime. Councillors wished to know how many members of the community had been helped before making a decision, without this information they were reluctant to agree to grant money if it was not being used in the Parish.
- 40.2 A resident had enquired about an idea to hold a Christmas Fair to raise money for the school, using the large barn at Parsonage Farm, Church Street, asking whether the Parish Council would have any objection. Councillors agreed that provided sufficient off-road parking was identified and signposted, they would have no objection to a properly organised event being held.

### **41. FINANCE**

- 41.1 On the day of the meeting, the bank balance stood at £55,237.26 including earmarked reserves of £37,578.
- 41.2 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	1/7/2022	TVBC	97.38	Grounds maintenance
BACS	13/7/2022	Mrs Miriam Edwards	21.85	Consumables
BACS	13/7/2022	Mr David Sullivan	150.00	Lengthsman tasks
BACS	13/7/2022	Tangley Parish Council	129.45	SLR quarter share
BACS	18/7/2022	HMRC	149.40	PAYE - July
BACS	18/7/2022	Mrs M Edwards	597.24	Salary - July
BACS	18/7/2022	Community Heartbeat Trust	128.40	Replacement pads for Upton defib
BACS	18/7/2022	RBL	20.00	Venue hire 28/6/22 for PC mtg

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41.3 QI finance update - The Clerk had circulated the QI finance update prior to the meeting.

**RESOLVED:** Councillors agreed that the QI finances were in order.

13 July 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)*

<b>Bank Reconciliation at 30/06/2022</b>			
	Cash in Hand 01/04/2022		31,360.11
	<b>ADD</b> Receipts 01/04/2022 - 30/06/2022		29,926.76
			61,286.87
	<b>SUBTRACT</b> Payments 01/04/2022 - 30/06/2022		4,755.89
<b>A</b>	<b>Cash in Hand 30/06/2022</b> (per Cash Book)		<b>56,530.98</b>
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2021	0.00	
	Business Bank Instant 07210851 30/06/2022	0.00	
	Treasurer's Account 00730337 30/06/2022	56,530.98	
			<b>56,530.98</b>
	Less unrepresented payments		
			56,530.98
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>56,530.98</b>
<b>A = B Checks out OK</b>			

# HURSTBOURNE TARRANT PARISH COUNCIL

13 July 2022 (2022-2023)

## Hurstbourne Tarrant Parish Council Q1 2022-23 - Receipts for All Cost Centres (Between 01-04-2022 and 30-06-2022)

### Cost Centre Income

Code Number	1 Precept									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	11/04/2022		Treasurer's		Precept	Test Valley Borough Council	X	7,650.00		7,650.00
Subtotal for Code: Precept								£7,650.00		£7,650.00
Code Number	3 Playing Fields									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	22/06/2022		Treasurer's		KGV Playing Field	Hampshire County Council	X	12.50		12.50
Subtotal for Code: Playing Fields								£12.50		£12.50
Code Number	5 Wayleaves									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	29/06/2022		Treasurer's		Wayleaves	SSE	X	102.66		102.66
Subtotal for Code: Wayleaves								£102.66		£102.66
Code Number	6 Grants & Donations									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	03/05/2022		Treasurer's		Donation	Lock's Drove Farm Ltd	X	330.00		330.00
3	10/05/2022		Treasurer's		Donation	Barber Charvet Trust	X	20,000.00		20,000.00
Subtotal for Code: Grants & Donations								£20,330.00		£20,330.00
Subtotal for Cost Centre: Income								28,095.16		28,095.16
Code Number	8 VAT Reclaim									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	30/05/2022		Treasurer's		VAT reclaim 2021-22	HMRC	X	1,831.60		1,831.60
Subtotal for Code: VAT Reclaim								£1,831.60		£1,831.60
Subtotal for Cost Centre: VAT								1,831.60		1,831.60
<b>TOTALS</b>								<b>£29,926.76</b>		<b>£29,926.76</b>

13 July 2022 (2022-2023)

## Hurstbourne Tarrant Parish Council Q1 2022-23 - Payments for All Cost Centres (Between 01-04-2022 and 30-06-2022)

### Cost Centre Administration

Code Number	9 Audit Fees									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
21	30/05/2022		Treasurer's		Internal Audit Fee	Do The Numbers Ltd	X	175.00		175.00
Subtotal for Code: Audit Fees								£175.00		£175.00
Code Number	10 Salary & HMRC									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	20/04/2022		Treasurer's		Clerk's Salary April	Clerk	X	597.44		597.44
7	20/04/2022		Treasurer's		PAYE April	HMRC	X	149.20		149.20
14	10/05/2022		Treasurer's		PAYE May	HMRC	X	149.40		149.40
15	10/05/2022		Treasurer's		Clerk's Salary May	Clerk	X	597.24		597.24
25	17/06/2022		Treasurer's		PAYE June	HMRC	X	149.20		149.20
26	17/06/2022		Treasurer's		Clerk's Salary June	Clerk	X	597.44		597.44
Subtotal for Code: Salary & HMRC								£2,239.92		£2,239.92
Code Number	13 Subscriptions									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	04/04/2022		Treasurer's		SLCC membership fee 2022/23	Society of Local Council Clerks	X	144.00		144.00
13	10/05/2022		Treasurer's		HALC/NALC annual subscriptions	Hampshire Association of Local	X	341.93		341.93
Subtotal for Code: Subscriptions								£485.93		£485.93
Code Number	14 Stationery & Consumables									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
18	30/05/2022		Treasurer's		Consumables - refreshments for	VSM Stores Family Shopper	S	38.78	7.76	46.54
20	30/05/2022		Treasurer's		Consumables - stationery	Amazon	S	23.57	4.71	28.28
Subtotal for Code: Stationery & Consumables								£62.35	£12.47	£74.82
Code Number	15 Other Admin Expenditure									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	04/04/2022		Treasurer's		Parish Online subs	Geosphere Ltd - Parish Online	S	56.00	11.20	67.20
10	03/05/2022		Treasurer's		Accounts Package	Scribe	S	288.00	57.60	345.60
11	03/05/2022		Treasurer's		HTCC Hire Charge SWIFTS	Hurstbourne Tarrant Community	X	330.00		330.00
19	30/05/2022		Treasurer's		Consumables - refreshments for	Clerk	Z	44.42		44.42
23	16/06/2022		Treasurer's		Payroll Service Apr 2022-Mar 2023	Rural Business Hub	S	240.00	48.00	288.00
Subtotal for Code: Other Admin Expenditure								£958.42	£116.80	£1,075.22
Subtotal for Cost Centre: Administration								3,921.62	129.27	4,050.89
Code Number	16 Playing Fields - Dean Rise & KGV									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
16	18/05/2022		Treasurer's		Annual Play Equipment Inspection	Playsafety Ltd	S	140.00	28.00	168.00
Subtotal for Code: Playing Fields - Dean Rise								£140.00	£28.00	£168.00

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13 July 2022 (2022-2023)

## Hurstbourne Tarrant Parish Council Q1 2022.23 - Payments for All Cost Centres (Between 01-04-2022 and 30-06-2022)

Code Number	17 Grass Cutting									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	03/05/2022		Treasurer's		Grass cutting	Test Valley Borough Council	S	81.15	16.23	97.38
22	01/06/2022		Treasurer's		Grass cutting	Test Valley Borough Council	S	81.15	16.23	97.38
Subtotal for Code: Grass Cutting								£162.30	£32.46	£194.76
Code Number	20 Allotments									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
12	10/05/2022		Treasurer's		Allotment water rates	Business Stream	Z	10.27		10.27
Subtotal for Code: Allotments								£10.27		£10.27
Code Number	34 Lengthsman									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
24	16/06/2022		Treasurer's		Lengthsman	David Sullivan	Z	127.50		127.50
Subtotal for Code: Lengthsman								£127.50		£127.50
Subtotal for Cost Centre: Facilities & Services								440.07	60.46	500.53
Cost Centre General Repairs & Maintenance										
Code Number	22 Solar SIDs									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	04/04/2022		Treasurer's		SID battery replacement	Alpha House Limited	S	32.50	6.50	39.00
Subtotal for Code: Solar SIDs								£32.50	£6.50	£39.00
Code Number	23 Defibrillators									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
8	21/04/2022		Treasurer's		Upton phone box electricity supply	SSE	L	11.94	0.59	12.53
17	23/05/2022		Treasurer's		Upton phone box electricity supply	SSE	L	11.94	0.59	12.53
27	20/06/2022		Treasurer's		Upton phone box electricity supply	SSE	L	11.75	0.58	12.33
Subtotal for Code: Defibrillators								£35.63	£1.76	£37.39
Code Number	24 Miscellaneous Repairs									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	04/04/2022		Treasurer's		Play Equipment Repairs	Tool Station	S	6.66	1.33	7.99
Subtotal for Code: Miscellaneous Repairs								£6.66	£1.33	£7.99
Subtotal for Cost Centre: General Repairs &								74.79	9.59	84.38
Cost Centre Projects										
Code Number	32 Speed Limit Reminder Signs									
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	04/04/2022		Treasurer's		SLR maintenance 1 Jan-31 Mar	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
<b>TOTALS</b>								<b>£4,556.57</b>	<b>£199.32</b>	<b>£4,755.89</b>

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## 42. NEXT MEETING

42.1 The next ordinary meeting of the Parish Council was due to be held on Monday 19<sup>th</sup> September 2022.

The meeting concluded at 20:20 hrs.

Signed .....Chairman